

# CLAY CROSS PARISH COUNCIL

Minutes of Clay Cross Parish Council Annual General Meeting held in the Clay Cross Parish Council office on Tuesday 25 June 2019 at 7.00PM

**Present:** Councillor G Morley ..... Chair

Councillor Mrs M Jones	Councillor Ms K Rouse
Councillor Mrs T Reader	Councillor D Skinner
Councillor A Reader	Councillor B Wright
Councillor D Rossiter	

**Also Present:** Dawn Kershaw, Parish Clerk  
Jane Briggs, Administration Assistant  
John King, Accountant/Internal Auditor  
1 Member of the Public

## **Public Participation**

The member of the public present introduced himself to the meeting as Councillor Paul Williams, newly elected to North Wingfield Parish Council.

## **County Councillor/District Councillor Matters**

Councillor Wright reported that the County Council had again asked that he re-submitted his objections to the housing development application on land west of Coupe Lane, Old Tupton. It was further reported that there were no plans to close Clay Cross Library and funding is to be made available for a new roof. It was also reported that concerns had been expressed regarding localised flooding in Danesmoor. Councillor Wright stated that he had recently participated on the interview and selection panel for a new Head Teacher at Sharley Park Community Primary School; an appointment has been made and the new person will commence their duties in the New Year.

Councillor Morley gave a report on District Council matters for the benefit of members present and advised that there were no new developments.

## **PART I – PUBLIC BUSINESS**

***Members were reminded to declare an interest as appropriate.***

### **1980/19 Apologies for Absence**

Parish Clerk reported that Apologies for Absence had been received from Councillor M Holmes and Councillor E Mansbridge.

### **1981/19 Exclusion of Public**

To determine which items, if any, from Part I of the Agenda should be taken with the public excluded. ***Resolved That: Cemetery Matters be discussed with the public excluded due to the confidential nature of the business to be transacted.***

### **1982/19 Internal Auditors Report**

John King reported that following his inspection of the Parish Council's accounts, controls and processes, there are no matters affecting the Parish Council's systems of internal control for the year ended 31 March 2019 that need to be put before the Council for action at this time.

John went on to say that as the age of 'Making Tax Digital' begins to dawn, the Parish Council must prepare for the fresh challenges of VAT reporting which this is now throwing up. He noted that discussions are underway to replace the traditional hand written system of recording transactions with a computer package and that this is being diligently researched with its implementation during the course of the coming year.

### **1983/19 Annual Governance Statement 2018/19 Section 1**

Parish Clerk presented the Governance Statement 2018/19, it was read out and all statements affirmed. ***Resolved That: the Annual Governance Statement 2018/19 be agreed, approved and signed by Councillor Morley and the Parish Clerk.***

### **1984/19 Accounting Statements 2018/19 Section 2**

Parish Clerk presented the Accounting Statements for 2018/19. ***Resolved That: the Accounting Statements 2018/19 be agreed, approved and signed by Councillor Morley and the Parish Clerk/Responsible Financial Officer.***

### **1985/19 Minutes of Last Meeting**

To receive Minutes and, subject to any changes necessary, to approve the Minutes of the meeting as a correct record. ***Resolved That: the Minutes of the Parish Council meeting held on the 21 May 2019 be approved as a correct record.***

### **Work In Progress**

Parish Clerk and Administrative Assistant reported that there was no Work In Progress.

### **1986/19 Reports from Representatives on Outside Bodies**

There were no Reports from Representative on Outside Bodies.

### **1987/19 Planning & Environmental Matters**

Councillor Mrs Reader declared an interest in Planning Matters as a reserve member of the District Council Planning Committee.

Councillor Wright declared an interest in Planning Matters as a member of the County Council Planning Committee.

To receive the Minutes of the Planning & Environment Working Group meeting held on the 5 June 2019 and to receive recommendations for resolution. **Resolved That:**

- 1. 2 no. litter bins are purchased and installed at Kenning Park to replace the damaged and corroded existing bins***
- 2. the revised Terms of Reference for this Group are updated to reflect the new incumbent Councillor Mrs M Jones***
- 3. the Minutes of the Planning & Environmental Working Group meeting held on the 5 June 2019 be received***
- 4. the email and information received regarding HS2 Phase 2b – Design Refinement Consultation is noted***

### **Work In Progress**

Parish Clerk and Administrative Assistant reported that there was no Work In Progress.

### **1988/19 Street Scene Matters**

To receive the Minutes of the Street Scene Working Group meeting held on the 12 June 2019 and to receive recommendations for resolution. **Resolved That:**

- 1. a letter is sent to the Leader of North East Derbyshire District Council expressing the dismay of the Parish Council at the lack of support for the 'Clay Cross On The Beach' event by declining free use of the Iceland car park***
- 2. the Parish Council facilitate a meeting with Chesterfield & District Neighbourhood Watch and the residents of Worcester Close, Clay Cross***
- 3. the revised Terms of Reference for this Group are updated to reflect the new incumbent Councillor D Rossiter***
- 4. a Climate Change Sub-Committee is established to determine the Parish Council's response to Climate Change***
- 5. the Minutes of the Street Scene Working Group meeting held on the 12 June 2019 be received***

**Work In Progress**

Further to minute no **1887/18** regarding a Suffragette plaque for Pankhurst Place. Administrative Assistant reported that the plaque is now in progress with Hoult's Memorials. ***It was agreed that the installation of the plaque takes place at a weekend so that as many Councillors as possible can attend and that the date is made public.***

**1989/19 Social Centre & Events Matters**

Councillor Mrs Reader, Councillor Reader and Councillor Wright declared a pecuniary interest regarding the management of the Social Centre bar.

To receive the Minutes of the Social Centre & Events Working Group meeting held on the 4 June 2019 and to receive recommendations for resolution. **Resolved That:**

- 1. a Charity Northern Soul all-dayer in aid of Cancer Research and Ashgate Hospicecare is held at the Social Centre on Sunday, 14 July 2019 and that a peppercorn rent of £1 is charged***
- 2. the received Terms of Reference for this Group are updated to reflect the new incumbents of Councillor Mrs M Jones and Councillor D Rossiter***
- 3. the Minutes of the Social Centre & Events Working Group meeting held on the 4 June 2019 be received***

**Work In Progress**

Parish Clerk and Administrative Assistant reported that there was no Work In Progress.

**1990/19 Finance Matters**

To receive the report of the Finance Sub-Committee meeting held on the 19 June 2019 and to receive recommendations for resolution. **Resolved That:**

- 1. the account balances as at 19 June 2019 be accepted***
- 2. the monthly statement for March 2019 be accepted***
- 3. the report of the Finance Sub-Committee meeting held on the 19 June 2019 be received***

<b><i>4. the following Accounts for payment are approved:</i></b>	
STAFF WAGES: TAX MONTHS 2 & 3	£7,318.33
PARISH TV LICENCE REFUNDS: 24 @ £25	£600.00

DERBYSHIRE COUNTY COUNCIL: PENSIONS FOR MAY 2019	£694.53
HMRC CUMBERNAULD: NI & TAX FOR MAY 2019	£479.64
PAULINE STRINGFELLOW: DANCES FOR JUNE 2019	£140.00
DERBYSHIRE CONSTABULARY: AGREED SUMMER 2019 ACTIVITIES DONATION	£500.00
LUNCH CLUB VOLUNTEERS TRAVEL EXPENSES REFUND 26.6.18 TO 26.3.19	£1,039.60
STRAWBERRY BOX: APRIL/MAY LUNCH CLUB SUPPLIES	£34.00
BOOKER CASH & CARRY: MAY LUNCH CLUB/REFRESHMENT SUPPLIES	£165.00
50PLUS: SOCIAL CENTRE ADVERTS (x 4) IN SUMMER EDITION	£205.00
MCL ENERGY: COST TO SERVICE SOCIAL CENTRE BOILERS (x 3)	£297.00
MCL ENERGY: COST TO REPAIR CXPC OFFICE BOILER	£338.40
ADVANCED CLEANING: TOILET BLOCK OPEN/CLEAN/CLOSE FOR MAY 2019	£426.92
THE SPORTS LAUNDRY: SOCIAL CENTRE LAUNDRY FOR APRIL/MAY	£35.00
SEVEN PROMOTIONS: SOCIAL CENTRE ADVERT IN JUNE CSG	£130.00
FRANK BERRY OTTER: STATIONERY FOR CXPC OFFICE	£120.76
<b>TOTAL:</b>	<b>£12,524.18</b>
<b>5. the following Income is noted:</b>	
SOCIAL CENTRE HIRE	£925.00
TUESDAY LUNCH CLUB: 4.6.19, 11.6.19, 18.6.19	£423.00
WEDNESDAY BINGO: 5.6.19, 12.6.19	£60.00
THURSDAY DANCE: 30.5.19, 6.6.19, 13.6.19	£241.00
CEMETERY LODGE RENT	£249.00
HMRC: VAT REFUND FOR PERIOD 1.1.19 TO 31.3.19	£5,045.90
PUBLIC SECTOR DEPOSIT FUND DIVIDEND PAYMENT	£21.84
<b>TOTAL:</b>	<b>£6,965.74</b>

### **Work In Progress**

Parish Clerk and Administrative Assistant reported that there was no Work In Progress.

### **1991/19 Items for Decision & Information**

**North East Derbyshire District Council:** to consider email received from Kelly Massey, Health & Wellbeing Development Officer requesting working with the Parish Council regarding the Clay Cross Healthy Futures Group and to nominate Councillors interesting in forming part of the Group. **Resolved That: Councillor Morley and Councillor Mrs Jones represent the Parish Council on the Group.**

### **1992/19 Date of Next Meeting**

**Resolved That: the next Parish Council meeting will be held in the Parish Council office on Tuesday 23 July 2019.**

### **1993/19 Exclusion of the Public**

**Resolved That: in accordance with Section 1(20) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the**

***confidential nature of the remainder of the business, the Public be excluded from the meeting.***

**Cemetery Matters**

To receive the Minutes of the Cemetery Working Group meeting held on the 7 June 2019 and to receive recommendations for resolution.

**Resolved That:**

- 1. the revised Terms of Reference for this Group are updated to reflect the new incumbent of Councillor D Rossiter***
- 2. the Minutes of the Cemetery Working Group held on the 7 June 2019 be received***

**Work In Progress**

Parish Clerk and Administrative Assistant reported that there was no Work In Progress.