

# CLAY CROSS PARISH COUNCIL

Minutes of Clay Cross Parish Council Annual General Meeting held in the Council Chamber at Clay Cross Social Centre on Tuesday 24 May 2022 at 7PM

**Present:** Councillor Mrs M Jones                      Councillor D Rossiter  
Councillor E Mansbridge                      Councillor Ms K Rouse  
Councillor G Morley                      Councillor A Rouse  
Councillor Mrs T Reader                      Councillor D Skinner  
Councillor A Reader                      Councillor B Wright

**Also Present:** Dawn Kershaw, Parish Clerk  
Andrew Mott, Administration Assistant  
Councillor Kevin Gillott, DCC Clay Cross South

## **Public Participation**

There were no members of the public was present.

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

With regard to the County Council. It was reported that an extra-ordinary meeting had been called to debate plans to close 7 (seven) care homes across the County; a consultation is still ongoing to close day care centres, one of which will have an impact on Clay Cross residents – it is imperative that members of the public who will be impacted take part in the consultation.

With regard to the District Council. Councillor Morley reported that Diana Ruff had been elected Chair of the Council for the coming year with Martin Thacker being elected Vice Chair.

## **PART I – PUBLIC BUSINESS**

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

### **3201/22 Election of Chair Person and Declaration of Acceptance**

***Resolved That: Councillor Morley be elected Chair of the Council for the year 2022/23 and that the Declaration of Acceptance is signed***

### **3202/22 Election of Vice Chair**

***Resolved That: Councillor Wright be elected Vice Chair of the Council for the year 2022/23.***

**3203/22 Clay Cross Parish Council Standing Orders**

To review, confirm and adopt the Standing Orders (circulated). **Resolved That:** *the Clay Cross Parish Council Standing Orders are confirmed, adopted and published online.*

**3204/22 Appointment of Members of Finance Sub-Committee**

**Resolved That:** *Councillor Rossiter, Councillor Mrs Jones, Councillor Mansbridge, Councillor Morley (Chair), Councillor Ms Rouse and Councillor D Skinner be members of the Finance Sub-Committee.*

**3205/22 Appointment of Members of Cemetery Working Group**

**Resolved That:** *Councillor Morley, Councillor Rossiter and Councillor Wright (Chair) be members of the Cemetery Working Group.*

**3206/22 Appointment of Members of Social Centre & Events Working Group**

**Resolved That:** *Councillor Mrs Jones, Councillor Morley (Chair), Councillor Rossiter and Councillor D Skinner be members of the Social Centre & Events Working Group - Councillor Mansbridge and Councillor Ms Rouse be substitutes.*

**3207/22 Appointment of Members of Street Scene Working Group**

**Resolved That:** *Councillor Mrs Jones (Chair), Councillor Mansbridge, Councillor Mrs Reader (Vice Chair), Councillor Reader, Councillor Rossiter and Councillor Ms Rouse be members of the Street Scene Working Group.*

**3208/22 Appointment of Members of Climate Change Working Group**

**Resolved That:** *Councillor Mansbridge, Councillor Mrs Jones (Vice Chair), Councillor Reader, Councillor Mrs Reader (Chair) and Councillor Ms Rouse be elected members of the Climate Change Working Group.*

**3209/22 Appointment of Members of Planning & Environmental Working Group**

**Resolved That:** *Councillor Mrs Jones, Councillor Mansbridge, Councillor A Rouse and Mrs Reader be members of the Planning & Environmental Working Group – the remaining seven members of the Parish Council be substitutes.*

**3210/22 Appointment of Parish Footpaths Inspector(s)**

***Resolved That: Councillor Mansbridge and Councillor D Skinner be appointed Parish Footpaths Inspectors.***

**3211/22 Appointment of an Appointment Committee**

***Resolved That: Councillor Mansbridge, Councillor Morley and Councillor Wright be members of the Appointments Committee – the remaining eight members of the Parish Council be substitutes.***

**3212/22 Appointment of Members of Grievance Committee**

***Resolved That: any three from the eleven members of the Parish Council be members of the Grievance Committee.***

**3213/22 Appointment of Members of Appeals Committee**

***Resolved That: any three of the eleven members of the Parish Council who have not sat on the Grievance Committee be members of the Appeals Committee.***

**3214/22 Appointment of Members of Disciplinary Committee**

***Resolved That: any three of the eleven members of the Parish Council who have not sat on the Grievance Committee or the Appeals Committee be members of the Disciplinary Committee.***

**3215/22 Appointment of School Governors (on request)**

It was reported that there have been no requests/information received from Holmgate Primary School or Sharley Park Community Primary School regarding School Governor vacancies.

**3216/22 Appointment of Representatives on Outside Bodies**

***Derbyshire Association of Local Councils - to be left vacant. Danesmoor Darby & Joan Club – Councillor Wright. Holmgate Darby & Joan Club – Councillor Mrs Jones. Holmgate Community Association – Councillor Morley. Derbyshire Law Centre – Councillor D Skinner. Clay Cross Angling Association – Councillor Mansbridge. Clay Cross Citizens Advice Bureau – Councillor Morley. Arthur Brierley Charity – Councillor Mansbridge, Councillor Morley and Councillor Wright. Udall Memorial Fund – Councillor Morley and Councillor Wright. Stevenson Charity – Councillor Morley and the Parish Clerk, Dawn Kershaw. Clay Cross Town Centre Group – Councillor Morley and Councillor Mrs Jones.***

**3217/22 Clay Cross Parish Council Bank Signatories and Administration**

***Resolved That:*** Councillor Mansbridge, Councillor Morley, Councillor Ms Rouse along with the Parish Clerk/RFO, Dawn Kershaw and the Administrative Assistant, Andres Mott to be bank signatories and administration.

**3218/22 To Agree a Calendar of Meetings for 2022/23**

***Finance Sub-Committee Meetings (Wednesday):*** 22.6.22, 20.7.22, 21.9.22, 19.10.22, 16.11.22, 18.1.23, 22.2.23, 19.4.23

***Parish Council Meetings (Tuesday):*** 28.6.22, 26.7.22, 27.9.22, 25.10.22, 22.11.22, 24.1.23, 28.2.23, 25.4.23

**3219/22 Apologies for Absence**

To receive and approve Apologies for Absence and reasons given. Councillor G Skinner (Absent). ***Resolved That: these Apologies and the reason given are approved.***

**3220/22 Exclusion of Public**

To determine which items, if any, from Part I of the Agenda should be taken with the public excluded. ***Resolved That: no matters be taken in exclusion.***

**3221/22 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 26 April 2022 be approved as a correct record.***

**Work In Progress**

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

**3222/22 Reports from Representatives on Outside Bodies**

There were no Reports from Representative on Outside Bodies.

**3223/22 Planning & Environmental Matters**

Councillor Mrs Jones and Councillor Ms Rouse declared an interest as they serve on the District Council Planning Committee.

To consider planning applications/appeals received from the Planning Authority and to submit comments where appropriate.

Application Number: Proposal:	22/00346/FL Application for extensions and alterations (including external recladding) to existing industrial unit and offices
Address:	Bridge Street Industrial Estate, Clay Cross
Application Number: Proposal:	22/00403/FL Proposed conversion and refurbishment of rear annex into two domestic studio apartments (Class C3) (Conservation Area)
Address:	5A Market Street, Clay Cross, Chesterfield S45 9JE
Application Number: Proposal:	22/00435/FLH Erection of a single storey double garage on the base of previously existing double garage base
Address:	154 Ashover Road, Old Tupton, Chesterfield S42 6HG
Application Number: Proposal:	22/00402/AD Application for Advertisement Consent for retention of sign on the side of Sweet Retreat (Conservation Area)
Address:	73 High Street, Clay Cross, Chesterfield S45 9DZ
Application Number: Proposal:	22/00445/RM Reserved matters application pursuant to planning permission 21/00156/OL for detached 3 bed dwelling on land adj to
Address:	67 Holmgate Road, Clay Cross, Chesterfield S45 9PG

**Resolved That: with regarding to planning application 22/00402/AD comment regarding the signage brightness being a distraction to drivers at the busy junction of High Street/Holmgate Road is submitted**

### **Work In Progress**

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

### **3224/22 Street Scene Matters**

#### **Work In Progress**

Further to minute no **3194/22(b)** regarding trees on North Street playing field. The meeting discussed response received from a local resident (circulated) along with hearing reports from the Parish Tree Warden and the Councillors who had visited the site. The Parish Tree Warden advised the meeting that apart from removing ivy on some of the trees, the only other work required was to cut back closer to the tree trunks the branches that had already been removed.

### **3225/22 Climate Change Matters**

#### **Work In Progress**

Further to minute no **3195/22** regarding a proposal for a Kenning Park Community Orchard. The meeting discussed the proposal received from the Climate Action North East Derbyshire Group (circulated). It was agreed that the Kenning Park Community Group arrange a site visit with members of this Group and the details of this visit are reported back to the June meeting of the Parish Council.

### **3226/22 Cemetery Matters**

Councillor Wright gave a verbal report to the meeting regarding Cemetery Matters. It was confirmed that the Cemetery Working Group would resume their meetings next month and that following complaints from an adjacent resident, the trees that run along the perimeter of the Cemetery will be discussed. It was noted that there was a lack of watering cans for visitors to use; the meeting agreed that 6 x metal galvanised watering cans are purchased.

#### **Work In Progress**

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

### **3227/22 Social Centre & Events Matters**

Councillor Morley gave a verbal report to the meeting regarding Social Centre & Events Matters.

#### **Work In Progress**

Further to minute no **3121/21(1)** regarding the Queen's Platinum Jubilee. Parish Clerk reported that both Councillor Kevin Gillott and Councillor Charlotte Cupit have allocated grants totalling £575 from their County Council Members Community Leadership Scheme towards our Celebration Events.

### **3228/22 Finance Matters**

Councillor Morley gave a verbal report to the meeting regarding Finance Matters. It has been confirmed by the District Council Principal Accountant that last year's Social Centre Grant Aid payment of £14,867.18 was the final payment of the 40 to be sent; the payments commenced in 1982/83 for a maximum of 40 years. The note of this should have been provided on the remittance but was not so, this payment had been included in our Precept budget for 2022/23 – the shortfall will now have to be covered from Parish Council reserves.

**Resolved That:**

- 1. the following balances in the bank accounts held with Unity Trust as at 19 May 2022 are received:**

- <b>Unity Current Account T2</b>	<b>£241,985.66</b>
- <b>Instant Access Account</b>	<b>£60,818.46</b>

- 2. the Clay Cross Parish Council Risk/Financial Assessment is confirmed and adopted**

- 3. para 4.1 of the Financial Regulations are amended with the following wording:** 4.1 (a) The Clerk/Assistant/Chair may, outside the spending limits defined in 4.1. above, purchase stock (wet purchases) required to ensure the smooth operational running of the Social Centre Bar, as long as this falls within an approved budget.

- 4. following the amendment of para 4.1, the Clay Cross Parish Council Financial Regulations and Investment Strategy Policy are adopted**

- 5. BACS payments authorised by designated signatories are confirmed**

STAFF WAGES: TAX MONTH 2/WEEK 6	<b>£4,980.26</b>
TV LICENCE REFUNDS: 22 APPLICATIONS @ £25 PER PERSON	<b>£550.00</b>
DERBYSHIRE COUNTY COUNCIL: PENSIONS FOR APRIL 2022	<b>£588.22</b>
HMRC CUMBERNAULD: NI & TAX FOR APRIL 2022	<b>£712.83</b>
HUTTON WHOLESALE DRINKS: BAR SUPPLIES FOR APRIL 2022	<b>£1,970.10</b>
CROWN GAS & POWER: SOCIAL CENTRE GAS 31.3.22 TO 30.4.22	<b>£388.75</b>
PAULINE STRINGFELLOW: DANCES FOR MAY (x 4)	<b>£140.00</b>
ZENITH ENGINEERING: FIRE ALARM/EMERGENCY LIGHTING MAINTENANCE FOR 2022/23	<b>£267.60</b>
EDGE IT SYSTEMS: ACCOUNTING PACKAGE HOSTING FOR 2022/23	<b>£715.20</b>
CLAY CROSS DO-IT-YOURSELF: SOCIAL CENTRE MAINTENANCE	<b>£80.03</b>
ACE JANITORIAL SUPPLIES: SOCIAL CENTRE CLEANING MATERIALS	<b>£114.80</b>
SOUND DYNAMICS: UPGRADE OF SOCIAL CENTRE SOUND SYSTEM	<b>£1,336.19</b>
<b>TOTAL:</b>	<b>£11,843.98</b>
<b>6. the following Income is noted:</b>	
HMRC: VAT REFUND FOR PERIOD 1.1.22 TO 31.3.22	<b>£9,715.44</b>
RKYNELD HOMES: AGREED RENT PAYMENT APRIL - JUNE 2022	<b>£1,500.00</b>
DCC: JUBILEE CELEBRATIONS MCLS GRANT FROM CLLR KEVIN GILLOTT	<b>£375.00</b>
SOCIAL CENTRE HIRE	<b>£153.00</b>
SOCIAL CENTRE BAR TAKINGS 30.4.22, 4.5.22, 7.5.22, 11.5.22	<b>£1,715.15</b>
TUESDAY LUNCH CLUB 3.5.22, 10.5.22, 17.5.22	<b>£480.00</b>
THURSDAY DANCE 5.5.22, 12.5.22	<b>£240.50</b>
CEMETERY LODGE RENT	<b>£276.00</b>
PUBLIC SECTOR DEPOSIT FUND DIVIDEND PAYMENT	<b>£17.17</b>
<b>TOTAL:</b>	<b>£14,472.26</b>

### **Work In Progress**

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

### **3229/22 Items for Decision & Information**

**Pilsley Parish Council:** to consider their proposal to redraw their Parish boundary to transfer properties on Bloomery Way and one on Pilsley Road to Clay Cross Parish from Pilsley (circulated). ***Resolved That: in principle, the Parish Council support this action and are happy for Pilsley Parish Council to take this matter forward.***

### **3230/22 Date of Next Meeting**

***Resolved That: the next Parish Council meeting will be held in the Parish Council office on Tuesday 28 June 2022.***