

# 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 23 May 2023 at 7PM

**Present:** Councillor Ms J Cullen                      Councillor Ms K Rouse  
Councillor Mrs M Jones                      Councillor A Rouse  
Councillor E Mansbridge                      Councillor D Skinner  
Councillor G Morley                      Councillor G Skinner  
Councillor Ms F Petersen                      Councillor B Wright

**Also Present:** Dawn Kershaw, Parish Clerk

At the start of the meeting all present stood in silence for one minute in memory of former Parish & District Councillor, Pete Riggott who recently passed away.

## **Public Participation**

There were no members of the public was present.

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

With regard to the County Council. There were no matters reported to the meeting as Apologies had been received from both Councillor Charlotte Cupit and Councillor Kevin Gillott.

With regard to the District Council. Information was reported for the benefit of members present.

## **PART I – PUBLIC BUSINESS**

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

### **3327/23 Election of Chair Person and Declaration of Acceptance**

It was proposed and seconded that Councillor Morley is elected Chair of the Council for 2023/24. **Resolved That: Councillor Morley be elected Chair of the Council for the year 2023/24 and that the Declaration of Acceptance is signed.**

### **3328/23 Apologies for Absence**

To receive and approve Apologies for Absence and reasons given. Councillor Ms N Morley (Family Emergency). **Resolved That: these Apologies and the reason given are approved.**

### **3329/23 Election of Vice Chair**

It was proposed and seconded that Councillor Wright is elected Vice Chair for 2023/24. **Resolved That: Councillor Wright be elected Vice Chair of the Council for the year 2023/24.**

### **3330/23 Councillor Code of Conduct**

The Parish Council shall confirm the Code of Conduct (circulated) and that this is published on the Parish Council website. **Resolved That: the Councillor Code of Conduct is confirmed and published on the website.**

### **3331/23 Clay Cross Parish Council Standing Orders and Financial Regulations**

It was noted that Standing Orders and Financial Regulations (circulated) had been revised in accordance with the Procurement Threshold having been increased from £25,000 to £30,000. **Resolved That: the Standing Orders and Financial Regulations are confirmed and published on the website.**

### **3332/23 Appointment of Members of Finance Sub-Committee**

It was proposed and seconded that Councillor Mrs Jones, Councillor Morley, Councillor Ms Petersen, Councillor Ms Rouse and Councillor D Skinner are elected to form the Finance Sub-Committee for 2023/24. The Finance Sub-Committee shall, at its first meeting, elect a Chair. **Resolved That: Councillor Mrs Jones, Councillor Morley, Councillor Ms Petersen, Councillor Ms Rouse and Councillor D Skinner are elected to form the Finance Sub-Committee for 2023/24 and the Committee shall continue to make recommendation to the Parish Council.**

### **3333/23 Appointment of Parish Footpaths Inspector(s)**

It was proposed and seconded that Councillor Mansbridge and Councillor D Skinner be appointed Parish Footpath Inspectors. **Resolved That: Councillor Mansbridge and Councillor D Skinner be appointed Parish Footpaths Inspectors for 2023/24.**

### **3334/23 Appointment of an Appointment Committee**

It was proposed and seconded that Councillor Mansbridge, Councillor Morley and Councillor Wright are elected to form the Appointment Committee. **Resolved That: Councillor Mansbridge, Councillor Morley and Councillor Wright are elected members of the Appointment Committee for 2023/24 with the caveat that the remaining eight members of the Parish Council be substitutes.**

### **3335/23 Appointment of Members of Grievance Committee**

It was proposed and seconded that any three from the eleven members of the Parish Council are elected to form the Grievance Committee. **Resolved That: any three from the eleven members of the Parish Council are elected to form the Grievance Committee for 2023/24.**

### **3336/23 Appointment of Members of Appeals Committee**

It was proposed and seconded that any three from the eleven members of the Parish Council who have not sat on the Grievance Committee be elected to form the Appeals Committee. **Resolved That: any three of the eleven members of the Parish Council who have not sat on the Grievance Committee are elected to form the Appeals Committee for 2023/24.**

### **3337/23 Appointment of Members of Disciplinary Committee**

It was proposed and seconded that any three from the eleven members of the Parish Council who have not sat on the Grievance Committee or the Appeals Committee be elected to form the 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 are elected to form the Disciplinary Committee for 2023/24.**

### **3338/23 Appointment of School Governors (on request)**

It was proposed and seconded that Councillor Mrs Jones is put forward to replace Councillor Wright as the Local Authority Governor at Sharley Park Community Primary School. **Resolved That: Councillor Mrs Jones is put forward to replace Councillor Wright as the Local Authority Governor at Sharley Park Community Primary School.**

### **3339/23 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 A Rouse. 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.** It must be noted that representation does not allow an individual Councillor or the Chair of the Council to make a decision on behalf of the Parish Council.

### **3340/23 Confirmation of Signatories on Parish Council Accounts**

Signatories on cheques and authorisation of payments for online banking are Councillor Mansbridge, Councillor Morley, Councillor Ms Rouse and the Parish Clerk RFO, Dawn Kershaw. **Resolved That: Councillor Mansbridge, Councillor Morley, Councillor Ms Rouse and the Parish Clerk RFO, Dawn Kershaw are confirmed as signatories on cheques and for authorisation of payments for online banking.**

### **3341/23 Calendar of Meetings for 2023/24**

The Parish Council shall receive a calendar of meetings for the year 2023/24 and confirm that this is published on the Parish Council's website. **Resolved That: the Calendar of Meetings for 2023/24 is confirmed and published on the website.**

### **3342/23 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.**

### **3343/23 Minutes of Last Meeting**

It was proposed and seconded that the Minutes of the Parish Council meeting held on 25 April 2023 are approved as a correct record. **Resolved That: the Minutes of the Parish Council meeting held on the 25 April 2023 are approved as a correct record.**

### **3344/23 Reports from Representatives on Outside Bodies**

There were no Reports from Representative on Outside Bodies.

### **3345/23 Planning & Environmental Matters**

Councillor Ms Rouse declared an interest as she serves on the District Council Planning Committee.

Councillor Wright declared a pecuniary interest regarding planning application 23/00386/AD.

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

APPLICATION NO: 23/00362/FL

PROPOSAL: Demolition of existing rear store and outbuilding and build new rear store with toilets

ADDRESS: 175 High Street, Clay Cross, Chesterfield S45 9DZ

APPLICANT: Mr Craig Murtagh

**NO COMMENTS**

APPLICATION NO: 23/00386/AD

PROPOSAL: Application for Advertisement Consent for three 8M high flag poles (German flag, Bosch UK flag and Union Jack)

ADDRESS: Danesmoor Works, Pilsley Road, Danesmoor, Chesterfield

APPLICANT: Bosch Thermotechnology Limited

**NO COMMENTS**

APPLICATION NO: 23/00389/FLH

PROPOSAL: Single storey front extension, single storey side and rear extensions to replace porch and conservatory and alterations to openings

ADDRESS: 78 Ashover Road, Old Tupton, Chesterfield S42 6HJ

APPLICANT: Mr Kenneth Hardwick

**NO COMMENTS**

APPLICATION NO: 23/00151/FLH

PROPOSAL: Proposed single storey front extension, removal of first floor bay window and replacement with Juliette balcony (Amended Plans) (Amended Title)

ADDRESS: Mill Haven, Handley Lane, Handley, Clay Cross

APPLICANT: Sarah Hindmarsh

**NO COMMENTS**

APPLICATION NO: 23/00419/FL

PROPOSAL: Demolition of existing barn and erection of 1 no. two storey detached dwelling (private drainage system)

ADDRESS: Farview Farm, Ashover Road, Old Tupton, Chesterfield

APPLICANT: Mr Joshua Fisher

**NO COMMENTS**

### **Work In Progress**

Further to minute no **3235/22(d)** regarding the Coupe Lane Drainage Scheme. Consideration was given to the progress report received from the Project Engineer at Derbyshire County Council requesting a site visit to discuss some clearance work required on the nearby allotment site.

**Resolved That: Councillor Mansbridge and Councillor G Skinner meet on site with the County Council Project Engineer.**

### **3346/23 Kenning Park Community Group Matters**

Councillor Ms Rouse gave a resume of Kenning Park matters including a report of the meeting held with Clay Cross Angling Association on the 9 May 2023; an email received from the Secretary of Clay Cross Angling Association was also read out and the information requested will be collated. **Noted.**

Consideration was given to a letter received from Cleaver Thompson Solicitors regarding a potential claim for damage to a vehicle entering Kenning Park. **Resolved That: this letter is passed onto the Parish Council Insurers, Zurich Municipal.**

### **Work In Progress**

Further to minute no **3286/22(b)** regarding the Clay Cross Library building. **Resolved That: the District Council are advised that the demolition of the building is not included in the planning application as the Parish Council wish it to be retained as a community asset.**

### **3347/23 Street Scene Matters**

Consideration was given to request received from Extreme Wheels to use open space at Bevan Road to deliver weekly sessions/activities. **Resolved That: Extreme Wheels are allowed to use open space at Bevan Road to deliver weekly sessions/activities from 5PM to 9PM, at the latest and that if any access keys in their possession are lost, Extreme Wheels to meet the cost to provide replacements.**

### **Work In Progress**

Further to minute no **3194/22(b)** regarding trees on North Street. Consideration was given to communication received from District Council Streetscene following inspection of the tree in question. **Resolved That: Parish Council Representatives carry out a site inspection and report their findings to the next full Parish Council meeting.**

Further to minute no **3275/22(a)** regarding 'Henmoor' signage. The meeting was advised that a suitable location for the signage was still being progressed. **Noted.**

### **3348/23 Cemetery Matters**

Consideration was given to request from the Clay Cross Defibrillator Circuit to install a unit in the Cemetery; it was reported that the Circuit will meet the installation costs and that there will be no electricity costs as the unit powers itself. **Resolved That: subject to approval from our Tenants, a unit is installed on the Cemetery Lodge.**

### **3349/23 Social Centre Matters**

Coronation Afternoon Tea held on the 7 May 2023 was well received by those in attendance; thanks were expressed to both Councillor Cupit and Councillor Gillott for the donations from their Members Community Leadership Scheme which helped toward the cost of this event. **Noted.**

Smithybrook View's Support Officer had been in touch regarding overhanging trees situated to the rear of the Social Centre; pictures provided showed the trees were on land maintained by the District Council so this had now been passed onto their Streetscene & Waste Services Manager. **Noted.**

### **3350/23 Parish Maintenance**

Consideration was given to the Grounds Maintenance & Street Cleansing 2023/24 Agreement with the District Council. **Resolved That: the Grounds Maintenance & Street Cleansing 2023/24 Agreement is signed.**

### **3351/23 Active Neighbourhood Pilot**

Consideration was given to the information received from the District Council regarding this Pilot (circulated) and to nominate at least one, possibly two members to help steer the project and attend associated meetings. **Resolved That: Councillor A Rouse and Councillor D Skinner help to steer the project and attend associated meetings.**

**(It was proposed and seconded that Clay Cross Parish Council Standing Order 3x be suspended [9.00PM] and the meeting continued).**

### **3352/23 New Items**

Members were asked to give consideration to a request from Councillor Wright to recognise individuals who have made a valued contribution in the local community. **Resolved That: Steve Mellor and Tony Wood are invited to attend the Social Centre on 24 June 2023 to receive their 'community award' along with a Tesco Gift Card each to the value of £100.**

### **3353/23 Finance Matters**

#### **Resolved That:**

**1. the following balances in the bank accounts held with Unity Trust as at 23 May 2023 are received:**

- Instant Access Account	£ 61,447.64
- Unity Current Account T2	£282,382.69

**2. any cheques/BACS payments authorised by designated signatories are confirmed:**

STAFF WAGES FOR TAX MTH 2/WK 6	£4,735.36
DERBYSHIRE COUNTY COUNCIL: PENSION CONTRIBUTIONS FOR APRIL 2023	£505.68
HMRC CUMBERNAULD: NI & TAX FOR APRIL 2023	£789.47
SBK COMPUTERS: ANTI VIRUS & MICROSOFT BUSINESS LICENCE FOR YEAR	£395.88
ACE JANATORIAL: CLEANING MATERIALS FOR SOCIAL CENTRE	£284.64
CROWN GAS & POWER: SOCIAL CENTRE GAS 27.3.23 TO 30.4.23	£546.34
PAULINE STRINGFELLOW: DANCES FOR MAY 2023 (x 4)	£140.00
SCOTTISH POWER: ELECTRICTY FOR PUBLIC TOILET BLOCK FOR APRIL	£174.69
WATER PLUS: SOCIAL CENTRE WATER SUPPLY SERVICES 26.3.23 TO 26.4.23	£47.42
WATER PLUS: TOILET BLOCK WATER SUPPLY SERVICES 21.3.23 TO 21.4.23	£189.19
EDGE IT SYSTEMS LTD: FINANCE PACKAGE FOR YEAR TO 13.5.24	£775.20

CHESTERFIELD GAS CO (AGARS): BAR SUPPLIES FOR APRIL 2023	<b>£994.75</b>
BOOKER CASH & CARRY: LUNCH CLUB & REFRESHMENT SUPPLIES FOR APRIL 2023	<b>£359.47</b>
TV LICENCE REFUNDS (10 @ £25 PER APPLICATION)	<b>£250.00</b>
<b>TOTAL:</b>	<b>£10,188.09</b>
<b>3. the following May Income is noted:</b>	
RYKNELD HOMES: AGREED RENT PAYMENT FOR PERIOD 1.4.23 TO 31.3.24	<b>£6,000.00</b>
HM REVENUE & CUSTOMS: VAT REFUND FOR PERIOD 1.1.23 TO 31.3.23	<b>£2,189.56</b>
SOCIAL CENTRE HIRE	<b>£510.00</b>
SOCIAL CENTRE BAR TAKINGS	<b>£1,526.95</b>
THURSDAY DANCE: 27.4.23, 4.5.23, 11.5.23	<b>£334.00</b>
CEMETERY LODGE RENT	<b>£285.00</b>
PUBLIC SECTOR DEPOSIT FUND DIVIDEND PAYMENT	<b>£107.98</b>
<b>TOTAL:</b>	<b>£10,953.49</b>

### **3354/23 Date of Next Meeting**

**Resolved That: the next Parish Council meeting will be held in the Parish Council office on Tuesday 27 June 2023.**

The meeting closed at 9.12PM