

BRETBY PARISH COUNCIL

Mrs J Storer (Clerk)

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Date: 23<sup>rd</sup> October 2015

To: The Chairman and Members of Bretby Parish Council

Dear Councillor,

ORDINARY PARISH MEETING

You are summoned to attend the Ordinary Parish Council meeting of Bretby Parish Council which is to be held on Monday 2<sup>nd</sup> November 2015 in the Wragg Room, St Wystan's Church, Bretby at 7.30pm

**Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.**

Yours sincerely

Jacqui Storer  
Clerk

## ORDINARY PARISH COUNCIL MEETING – AGENDA

### PART I – NON CONFIDENTIAL INFORMATION

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

*The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.*

#### 4 Public Speaking – (15 Minutes)

(a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.

(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

(c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

#### 5 To co-opt Parish Councillors

#### 6 To approve the Minutes of the Ordinary Meeting of the Parish Council held on 7<sup>th</sup> September 2015 (Copy already circulated)

#### 7 To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -

**“In view of the confidential nature of item .... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings)**

**Act 1960, s1, in order to discuss the item.”**

- 8 Chairman’s Announcements.
  - 9 Report of the Clerk on: -
    - (a) Items from the last meeting
    - Noticeboard
  10. Governance
    - (a) To consider whether to participate in the Local Council Award Scheme (see attached report)
  11. Bretby Lane Drains
  12. Correspondence - As per attached list
  13. Finance
    - (a) Accounts for Payment - As per attached sheet
    - (b) Risk Assessment update
    - (c) To consider any requests for funds made under S137
    - (d) To consider the first draft of the budget for 2016/17
  14. To consider Planning Applications – as per attached list
  15. To consider any Consultations
    - (a) SDDC – Open Spaces consultation (deadline 11<sup>th</sup> October 2015)
  16. Items for information only
    - (a) Reports from Meetings attended
    - (b) Notification of Forthcoming meetings  
*See training sessions below*
    - (c) Training Sessions  
SDDC Sessions
- 18<sup>th</sup> November 2015 Environment Protection  
- Food, Noise and Nuisance
- 27<sup>th</sup> January 2016 Refuse and Recycling  
- Keeping the District Clean and Green
- 24<sup>th</sup> February 2016 Public Health  
- The Emerging Role for Local Authorities
- 30<sup>th</sup> March 2016 Crime and Anti-Social Behaviour

DALC

18<sup>th</sup> November 2015}

25<sup>th</sup> February 2016 }

Councillor Induction

12<sup>th</sup> November 2015

Minutes and Procedures

PART II – CONFIDENTIAL INFORMATION

17. To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

18. Date of next meeting

## Clerk's Report – November 2015

### Agenda item

#### 9) Clerk's Report

- a) Noticeboard – There have been no objections received to the siting of the noticeboard but SDDC has advised that planning permission is required should the area of the noticeboard exceed 0.6 square metre. Confirmation is sought at the meeting as to
- i) The actual area of the noticeboard and whether it exceeds 0.6 square metres
  - ii) If the area does bring the noticeboard within planning regulations; does the Parish Council wish to proceed to erect the noticeboard in this location.

SDDC are seeking nominations for those deserving residents of South Derbyshire who may benefit from a Christmas hamper provided by SDDC. The closing date is 16<sup>th</sup> November.

#### 12) Correspondence – November 2015

1. DALC – Various circulars
2. Clerks & Councils Direct
3. SDDC – Open Spaces consultation (deadline 11<sup>th</sup> October 2015)
4. DCC – Equality Impact Questionnaire (deadline 2<sup>nd</sup> October 2015)
5. SDDC – Invitation to the Chair's Civic Service
6. DCC – Notification of DCC & Parish Council Liaison Forum 23<sup>rd</sup> November 2015 between 6-8pm
7. SDDC – Sustainability Appraisal Update October 2015 consultation (between 13<sup>th</sup> October and 24<sup>th</sup> November 2015)
8. SDDC – Notification of Grow Wild Spaces Grants

#### 13a) Accounts for Payment

	Mrs J Storer – Petty Cash	£TBC
	HMRC – Clerk's tax (Nov)	£30.00
	HMRC – Clerk's tax (Dec)	£30.00
	DCC – Pension contribution (Nov)	£32.56
	DCC – Pension contribution (Dec)	£32.56
	Mrs J Storer – Use of home for Council business	£210.63
s/o	Mrs J Storer – Clerk fee for November	£CONFIDENTIAL
s/o	Mrs J Storer – Clerk fee for December	£CONFIDENTIAL

#### Money Received

Deposit interest £0.12

#### 13b) Risk Assessment

There are no known additional items that require including in the risk assessment.

Min 15/51 (b) Bank Signatures – The Clerk submitted the form to Lloyds but their records had not been updated and so indicated that Cllr Corner has never been a signature on the Parish Council accounts. To avoid having for all Councillors to complete the bank mandate forms again, it is proposed that a small form is completed with Cllr Falder and Cllr Bridges signatures, but this will result in Cllr Corner not being a signature.

14) Planning applications

9 2015 0805 – The replacement of gates in the north west perimeter wall at Bretby Hall, Bretby (Listed building consent)

9 2015 0777 – The replacement of gates in the north west perimeter wall at Bretby Hall, Bretby (planning permission)