

BRETRY PARISH COUNCIL

Mrs J Storer (Clerk)

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Date: 8<sup>th</sup> March 2017

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 Wednesday 15<sup>th</sup> March 2017 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

## PARISH COUNCIL MEETING – AGENDA

- 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 approve the Minutes of the Ordinary Meeting of the Parish Council held on 23<sup>rd</sup> January 2017 (Copy already circulated)

### 6. 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.”**

7. Chairman's Announcements.
8. Report of the Clerk, to include an update on items from the last meeting
9. Governance
  - a) To co-opt Parish Councillors
  - b) Risk Assessment update
  - c) To appoint Mr B Wood as the Parish Council's internal auditor
10. Drainage issues
11. Correspondence - As per attached list
12. Finance
  - (a) Accounts for Payment - As per attached sheet
  - (b) To agree the bank reconciliation to 24<sup>th</sup> January 2017
  - (c) To consider any requests for funds made under S137
13. To consider Planning Applications – as per attached list
14. To consider any Consultations received
15. Items for information only
  - (a) To receive reports from Meetings attended  
Safer Neighbourhood & Area Forum – 31<sup>st</sup> January 2017
  - (b) Notification of Forthcoming meetings  
*None known*
  - (c) Training Sessions  
*See DALC circulars*
16. 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 or commercially sensitive information) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”
17. Date of next meeting and items for inclusion

## Clerk's Report – March 2017

### Agenda item

8) Clerk's Report

The Clerk has no information to report

9) Governance

b) Risk Assessment

No changes are brought before the Council for approval

c) To appoint Mr B Wood as the Parish Council's internal auditor

The Clerk is recommending to the Council, that Mr B Wood continues as the Parish Council's internal auditor.

11) Correspondence – March 2107

1. DALC – Various circulars
2. Community Transport – seeking assistance for new uniforms
3. DCC – Advice of introduction of fees for the disposal of household waste at local landfill sites
4. Clerks & Council's Direct
5. Derbyshire Children's Home – request for funding

12a) Accounts for Payment

000470	Mrs J Storer – expenses	£77.83
0004	Mrs J Storer – Clerk's use of home	£109.04
0004	DCC – Pension contribution (Apr)	£TBC
004	HMRC – Clerk's tax (Apr)	£ TBC
004	HMRC – Clerk's tax (May)	£TBC
004	DCC – Pension contribution (May)	£TBC
s/o	Mrs J Storer – Clerk fee for April	£XX
s/o	Mrs J Storer – Clerk fee for May	£XX

Money Received

Deposit interest (Jan)	£0.13
Deposit interest (Feb)	£0.13

12c) Requests for funding via S137

No requests have been made.

12d) Bank Reconciliation

It is good practice for the Parish Council to review the bank reconciliations to ensure that there is no unauthorised transactions occurring. The bank reconciliation will be presented at the meeting for review and signing.

13) Planning applications

9 2017 0169 – Prior notification for conversion of permanent brick building into 2 dwellings at Town Farm Barns, Geary Lane, Bretby

9 2017 0190 – The erection of an extension at 11 Oldicote Lane, Bretby

9 2017 0188 – The erection of extensions and alterations including rooflights to the garage at 74A Ashby Road East, Bretby

14) Consultations  
None known at the time of writing