

**BRETBY PARISH COUNCIL**

**Mrs J Storer (Clerk)  
2 Mansfields Croft  
Etwall  
Derbyshire DE65 6NJ**

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Date: 10<sup>th</sup> September 2012

To: The Chairman and Members of Bretby Parish Council

Dear Councillor,

**ORDINARY PARISH MEETING**

You are summoned to attend the meeting of Bretby Parish Council to be held at 7.30pm on Monday 17th September 2012 in the Wragg Room, St Wystan's Church, Bretby.

**Members are asked to sign the attendance sheet for the meeting and 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

**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
- (b) 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 Meeting held on 16<sup>th</sup> July 2012 (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 on: -

- (a) Items from the last meeting
- 9 Correspondence - As per attached list
- 10 To consider the proposal from DCC on the street lighting to be switched off
11. Finance
- (a) Accounts for Payment - As per attached sheet
  - (b) Risk Assessment
  - (c) To consider the future of the payroll
  - (d) Appointment of Councillor with responsibility for financial affairs (as per DALC circular 38-12)
- 12 To consider Planning Applications
- (a) 9 2012 0591 - the removal of 2 unauthorised rooflights and the insertion of 3 new rooflights at 2 Bretby Fairways, Geary Lane, Bretby, Burton on Trent
  - (b) 9 2012 0606 – the removal of 2 unauthorised rooflights and the insertion of 3 new rooflights at 2 Bretby Fairways, Geary Lane, Bretby, Burton on Trent
  - (c) 9 2012 0767 - the extension of existing railings and erection of gates at Bretby Lodge, Bretby, Burton on Trent
- 13 Items for information only
- (a) Reports from Meetings attended  
19<sup>th</sup> July 2012 – Safer Neighbourhood Meeting & Area Forum – Findern Methodist Chapel
  - (b) Notification of Forthcoming meetings  
27<sup>th</sup> September 2012 – Flood Liaison meeting at SDDC offices  
25<sup>th</sup> October 2012 – Area Forum & Safer Neighbourhood meeting @ Milton Village Hall commencing 6.15pm

## PART II – CONFIDENTIAL INFORMATION

14 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.”

15 Date of next meeting

## **CORRESPONDENCE – September 2012**

1. DALC – Various circulars
2. DCC – Excellence in the Community Awards 2012
2. SDDC – Code of Conduct
3. DCC – Rights of Way minor Maintenance Scheme – allowance has not been used
4. DALC – AGM papers
5. SDDC – Flood Liaison meeting 27.09.12
7. Mr B Wood – letter of thanks and best wishes for the Parish Council on his retirement
8. SDDC – Flood Liaison Meeting – 27.09.12
9. SDDC - Area Forum & Safer Neighbourhood meeting – 25/10/12 @ Milton Village Hall 6.15pm
10. Clerks & Councils Direct
11. SDDC – Flood Liaison Meeting 27<sup>th</sup> September 2012 @ SDDC Council offices
12. Audit Commission – Notification of appointment of external auditor 2012/2013 being Grant Thornton UK LLP
13. DCC – Street Lighting in Derbyshire

## **ACCOUNTS FOR PAYMENT**

000300	HMRC – Clerk’s tax (Sept)	£XX
000301	HMRC – Clerk’s tax (Oct)	£XX
000302	Mrs J Storer – Petty Cash	£TBC
000303	Information Commissioner – Annual Data protection fee	£35.00
000304	Audit Commission – Audit fee for 2011/2012	£60.00
s/o	Mrs J Storer – Clerk’s fee (Aug)	£XX
s/o	Mrs J Storer – Clerk’s fee (Sept)	£XX

### Money Received

None received

