

BRETBY PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH MEETING HELD
MONDAY 21st MAY 2018 AT 7:10pm
IN THE WRAGG ROOM, ST WYSTANS, BRETBY

Present: Cllr M Bridges (Chairman), Cllr K Kemp, Cllr G Corner, Cllr L Meyrick.

In Attendance: Mrs J Storer – Clerk, Cllr M Stanton

17/339 Apologies

Apologies were noted from Cllr Toon, Cllr Falder, Cllr Chilton and Cllr Smith.

17/340 Election of Chairman

Cllr Falder was nominated by Cllr Bridges and seconded by Cllr Meyrick. There were no other nominations. Cllr Falder was unanimously elected as Chairman of the Parish Council. Cllr Falder had previously been asked if he would stand again as the Chair and he had given his consent to be nominated and to accept the position if successful.

17/341 Chairman to take and sign the Declaration of office

Cllr Falder was not in attendance to sign the Declaration of Office for the position of Chairman but will do so before the next Parish Council meeting.

17/342 Election of Vice Chairman

Cllr Bridges was nominated by Cllr Corner and seconded by Cllr Meyrick. There were no other nominations. Cllr Bridges was unanimously elected as Vice Chairman of the Parish Council.

17/343 Vice Chairman to take and sign the Declaration of Office

Cllr Bridges signed the Declaration of Office for the position of Vice Chairman.

17/344 Completion of Register of Interests

The Councillors completed the Register of Interest last year. Cllrs reviewed their Register of Interests and no amendments were made, other than Cllr Meyrick will amend his residential address.

17/345 Appointment of Committees – if required

RESOLVED it was unnecessary to have any committees.

17/346 Appointment of Cllrs to External Bodies and arrangements for reporting back

RESOLVED that any Cllr can attend any external meeting; reports will be circulated via email and questions can be taken at the next Parish Council meeting.

17/347 To adopt the new Standing Orders

The new model Standing Orders were circulated to all Cllrs; the Clerk explained the changes from the previous set of Standing Orders.

RESOLVED to accept and adopt the new Standing Orders, as circulated and without amendment.

17/348 To review the Financial Regulations

The Financial Regulations have been reviewed and no further amendments were identified.

17/349 Review of inventory of land and assets including buildings and office equipment.

The list of assets owned by the Parish Council was reviewed. No omissions were noted and there had been no disposals during the year. A new noticeboard, sited on Bretby Lane, has been installed this year. This new noticeboard has been added to the asset inventory and the insurance company have been informed of the addition.

17/350 Review and confirmation of arrangements for insurance cover in respect of all Insured risks.

The insurance falls due for renewal on 1st June 2018 and the renewal premium has been received and circulated to all Cllrs. The policy includes the new noticeboard. The insurance company has advised the Clerk that the premium is the lowest possible.

The insurance cover provided was agreed and accepted by Cllrs.

17/351 Review of the Council's and/or employees' memberships of other bodies.

The Parish Council is currently a member of DALC and will continue to retain membership with DALC. The Clerk is a member of SLCC and this will continue.

17/352 Reviewing the Council's complaints procedure.

The Complaints procedure as previously circulated was reviewed and no amendments were made.

The meeting closed at 7:15pm

**BRETBY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH MEETING HELD
MONDAY 21st MAY 2018 AT 7:20pm
IN THE WRAGG ROOM, ST WYSTANS, BRETBY**

Present: Cllr M Bridges (Chairman), Cllr K Kemp, Cllr L Meyrick, Cllr G Corner.

In Attendance: Mrs J Storer – Clerk, Cllr M Stanton (to 7:42pm)

18/353 Apologies

Apologies were noted from Cllr Toon, Cllr Falder, Cllr Chilton and Cllr Smith.
As a quorum was established, the Chairman commenced the meeting.

18/354 Variation of Order of Business

There was no alteration to the variation of the order of business.

17/355 Declaration of Interests:

No declaration of interests was given.

17/356 Public Speaking

a) Members of the Public and Council to comment on any matter

There were no members of the public present.

b) Police, County Council and District Council members to raise any relevant matter

Police

No representatives from the police were present.

District & County Council

Cllr Stanton reported that Parts 1 and 2 of the LDP are in place and it is hoped that these will protect the district from large developments.

SDDC is slightly “perturbed” by the forthcoming GDPR and a seminar is being held on the evening of 22nd May to instruct and inform Cllrs about GDPR.

Cllr Stanton had requested that the planning application relating to the holiday homes to be considered by the Planning Committee; it was brought before the Committee which supported the application due to the tourism it will bring to the area and of the benefits to the National Forest.

There was no formal report from the County Cllr.

c) Parish Council Members declaring an interest other than Disclosable Pecuniary Interest wishing to make representation

No representations were made

18/357 To confirm the Minutes of the Ordinary Meetings held on 19th March 2018

These were circulated, read, approved and signed as a correct record by Cllr Bridges.

18/358 To determine which items if any, should be taken with the public excluded.

No items were deemed necessary to be taken with the public excluded.

18/359 To receive the Chairman’s Announcements

No report was provided.

18/360 To receive the Report of the Clerk

The Clerk’s report as previously circulated was accepted with no further comments.

18/361 Governance

a) To co-opt Parish Councillors

One expression of interest had been received, and the Clerk sought further information, but this was not forthcoming. No further enquiries have been made; one vacancy remains on the Parish Council.

b) Risk Register update

There are no recommended changes to the risk register.

c) General Data Protection Regulations (GDPR)

The law comes into effect on 25th May 2018, some changes to the draft legislation relating to local councils means that there is no longer a requirement to appoint a DPO, whilst this will save the Parish Council some money, it will put further work upon the Clerk, particularly when any access requests are made.

The data audit is complete. Cllr Meyrick informed that his employers had granted him permission to use some of their software for Parish Council access requests. Cllr Meyrick was thanked for this.

d) Five Year Plan

Min 18/329d) the Clerk brought a brochure of play equipment to the meeting for consideration of play items and informed that grant funding for the capital element of play equipment is available via Awards for All, up to a total of £10,000. There is a requirement for the Parish Council to either own or to have a long lease on the land where the equipment is to be sited.

A section of land at Oldicote Lane was identified as being suitable but its ownership is unknown. Cllrs Toon and Falder will be asked if they can make enquiries as to ownership, approaches can then be made to the owners about the possibility of the Parish Council taking over the land to construct a play area.

A discussion took place as to whether a play area was necessary as there is play equipment at the Bretby Nurseries which is accessible to members of the public; it was agreed that play equipment for toddlers is a missing feature in the Parish.

18/362 Drainage issues

Work has been done on drainage matters by the Crematorium and it appears to have helped the flooding in this area of Geary Lane.

The drain is collapsing at the bottom of Hospital Lane/Mount Road, the Clerk will report this to DCC.

The Flood warning signs are still in place on Watery Lane.

18/363 Correspondence

1. DALC – Various circulars
2. Bretby WI – request to hold a picnic on the Green on 29th June to celebrate the WI's centenary. Also that knitted poppies are planned for the War Memorial.
RESOLVED to grant permission but the knitted poppies are to be removed before the end of November 2018.
3. DCC – Informing that a consultation on the County Library provision will commence on 7th May
4. SDDC – Invite to Civic Council meeting on 24th May 2018
5. Resident – images of the building of the 1918 beacon and of the 1918 commemorative service. Permission has been sought and granted to circulate these images to Cllrs and for the images to be used on the website and credited to the resident
6. Cllr Chilton had forwarded emails from the Highways Dept informing that following complaints about potholes, the engineer has visited various locations in the Parish and reported that there are no actionable defects. One area not visited was Knights Lane where the road edges are crumbling; this will be reported to Cllr Chilton.

Cllr Meyrick asked permission to place notices about the Newton Solney Summer Fair, where proceeds will go towards a new roof for the pre-school.

RESOLVED permission was granted to erect the notices.

All items of correspondence were noted.

7:42pm Cllr Stanton left the meeting.

18/364 Finance

(a) Accounts for Payment

The following accounts were passed for payment

BACS	Mrs J Storer – expenses	£60.64
BACS	HMRC – Clerk’s tax (May)	£32.80
BACS	DCC – Pension contribution (May)	£36.73
BACS	Mr B Wood – internal audit fee for 2017/18	£44.10
BACS	DALC – Subs for 18/19	£245.71
s/o	Mrs J Storer – Clerk fee for May	£122.12

Money Received

Deposit interest (March)	£0.12
Deposit interest (April)	£0.13
First half of the 2018/19 precept	£1740.50
SDDC – housing grant	£73.00
HMRC – VAT refund 2017/18	£46.41
SDDC – S136 refund 2017/18	£440.72

(b) Requests for funding via S137

No requests have been made.

(c) Bank Reconciliation

The bank reconciliation to the end of April 2018 was presented to the meeting.

(d) To receive the internal auditor’s report for the year ending 31st March 2018

The Clerk circulated the internal auditor’s report. The report did not raise any matters or areas of concern or of note.

RESOLVED to accept the internal auditor’s report for the year ending 31st March 2018.

(e) To complete the Annual Governance Statement for 2017/18

RESOLVED the Annual Governance Statement for 2017/18 was completed and signed by the Chairman and the Clerk.

(f) To approve the accounts for the year ending 31st March 2018

The accounts for the year ending 31.03.18 had been previously circulated to all Cllrs.

RESOLVED to accept the accounts for the year ending 31.03.18 as circulated, and without amendment.

18/365 To consider Planning Applications

9 2018 0173 - the erection of extensions at 30 Bretby Lane, Bretby
NO OBJECTIONS

9 2018 0310 - the erection of a garage/workshop and retention of a replacement conservatory (amended scheme to previously approved (ref 9/2017/0020) at 213 Bretby Lane, Bretby
NO OBJECTIONS

9 2018 0340 - prior approval for change of use of agricultural building to dwellinghouse (use class c3) (including part demolition) on land at sk2923 5475
Shades Farm, Bretby
NO OBJECTIONS

9 2018 0166 - change of use from agricultural to 2 residential dwellings (use class c3) at Town Farm Barns, Unnamed Road from Geary Lane to Town Farm, Bretby
NO OBJECTIONS

9 2018 0439 - certificate of lawfulness for existing use as two separate dwellings at Greysich Farm, Greysich Lane, Bretby
NO OBJECTIONS

18/366 Consultations

DCC – Consultation about the County Library Service provision.
No comments were made.

18/367 Items for information only

- (a) Reports from Meetings attended
DCC & Parish Council Liaison meeting – 10th May at DCC County Offices Matlock.
No report was provided
- (b) Notification of Forthcoming meeting
Safer Neighbourhood & Area Forum –
- (c) Parish Cllrs Reports
No report was given.

18/368 Future Agenda Items

No matters were listed

18/369 Date of next meeting

The next Parish Council meeting will be held on MONDAY 23rd JULY 2018 at 7.30pm at St Wystan's Church.

7:56pm The following resolution was agreed “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

18/370 Staffing

RESOLVED to award the Clerk a pay increase in accordance with DALC circular, the pay rise will be 2% and will be back dated to 1st April 2018.

There being no further business, the Chairman closed the meeting at 8:00pm.