

## **HOLYMOORSIDE AND WALTON PARISH COUNCIL**

Minutes of the annual meeting of the parish council held at 1930 hours on Tuesday, 4th May 10 in the village hall, Holymoorside.

PRESENT *Councillors* Martin Thacker (in the chair), Audrey Broderick, Dean Corbridge, Ann Grinbergs, Diana Hinchliffe, Patricia Maskrey, Roger Scothern, Jeffrey Swallow, Paul Truscott, Norman Wragg; *Clerk* Kate Brailsford  
*PCSO* M Coates & N Stockley

### **AGENDA PART 1**

#### **1.0 To receive apologies for absence**

NOTED; due to full attendance no apologies had been received.

#### **2.0 Declaration of Members Interests**

NOTED; the declarations of interests were read out from the sheet and members confirmed that the record of no declarations was correct.

#### **3.0 Public Speaking**

NOTED; report from PCSO Coates in relation to the recent crime figures and action taken in relation to nuisance motorbikes in the paths in the area.

#### **4.0 To elect a Chairman of the Council**

**RESOLVED**; Councillor Thacker was elected as Chairman of the parish council.

#### **5.0 To receive the Chairman's declaration of acceptance of office**

NOTED; signature of the acceptance of office by Councillor Thacker.

#### **6.0 To elect a vice-chairman of the Council**

**6.1 RESOLVED**; Councillor Corbridge was elected as Vice-Chairman of the parish council and the signature of his acceptance of office was signed.

#### **7.0 To appoint representatives to outside bodies**

**RESOLVED**; Councillor Maskrey to represent the parish council on the Chesterfield Municipal Charities.

**RESOLVED**; Councillors Corbridge, Hinchliffe, Maskrey & Thacker represent the parish council at NEDDC Rural Partnership meetings and that attendance at other meetings to be decided as and when.

#### **8.0 To resolve the number of Councillors on each committee**

**RESOLVED**; five councillors for the Sports & Leisure committee, five councillors for the Personnel committee and 4 councillors on the Footpaths advisory committee

#### **a) To resolve Councillors on committees, sub-committees and appoint the internal auditor**

**RESOLVED**; Councillors Corbridge, Grinbergs, Swallow, Thacker & Wragg on the Sports & Leisure committee. This committee has the authority to make recommendations to full council.

**RESOLVED;** Councillors Corbridge, Scothern, Thacker & Truscott on the Footpaths advisory committee, together with volunteers who attend. This committee has the authority to make recommendations to full council.

**RESOLVED;** Councillors Broderick, Corbridge, Hinchliffe, Maskrey & Thacker on the Personnel committee. This committee has the authority to advertise vacancies, compile job and personal specifications and appoint staff. Matters requiring monetary decisions ie paid advertising costs or alterations to staff salaries will be referred to full council for a decision.

**RESOLVED;** Councillor Maskrey will be the 'internal checker of financial matters'.

- b) **RESOLVED;** full council will meet 4 times a year for the sole intention of dealing with financial matters.

**9.0 To consider any subscriptions falling to be paid annually**

**RESOLVED;** annual subscription to DALC, SLCC & Peak & Northern Footpath Society with no renewal of the subscription to DRCC.

**10.0 To inspect any deeds and trust investments in the custody of the Council as required**

NOTED; no inspection of deeds was requested.

**11.0 Exclusion of Public**

NOTED; no items required exclusion of the public.

**12.0 To consider the minutes of the parish council meeting held on 30 March 2010**

**RESOLVED;** minutes of the parish council meeting from 30<sup>th</sup> March 2010 are confirmed as a true record and signed by the chairman of the meeting.

**13.0 To deal with business expressly required by statute to be done**

**13.1** NOTED; councillors' actions on behalf of the council

- Councillors Broderick, Hinchliffe & Truscott; DALC seminar; 2 hours
- Councillors Corbridge, Maskrey & Thacker; NEDDC meeting; 1¼ hours
- Councillors Broderick, Grinbergs, Hinchliffe, Thacker & Truscott; working party meeting re fun day 30/3/10; ¾ hour
- Councillors Hinchliffe, Maskrey & Truscott; DALC seminar; 8½ hours

**13.2** Planning applications received for;

- a) Whispering Well Water Treatment Works, Chander Hill Lane, Chander Hill, Holymoorside–NED10/00238/FL
- b) 71 Gallery Lane, Holymoorside–NED10/00046/OL
- c) 80 Holymoorside Road, Holymoorside–NED10/00228/FLH

Planning applications granted, with conditions, at;

- d) 1a Greendale Avenue, Holymoorside–NED10/00061/FLH

NOTED; no comment on the above planning matters.

**13.3** *To deal with on-going matters or deferred discussions and decisions*

- a) NOTED; the Annual Parish Meeting was well attended with a very convivial atmosphere and that no matters arose from the meeting which required discussion by the council.

- b) NOTED; all the hard plastic chairs in the hall have been checked and that five needed minor repairs to be screw fastenings, which have now been completed.
- c) NOTED; information in relation to planting of bulbs near road signs.  
**RESOLVED**; to purchase 400 mixed daffodil bulbs to be planted near the signs on Cotton Mill Hill, the notice-board at Walton, grass verge on Belmont corner and on Longside Road with the gardener carrying out the works under the normal gardening expenditure.
- d) NOTED; information in relation to the provision of an honours board, possible cost of £650 and a sample of the gold leaf lettering considered for the board.  
NOTED; a working party consisting of Councillors Corbridge, Scothern, Thacker, Truscott & Wragg would meet with the sign-writer to check examples and discuss in depth the council's requirements. A report will then be submitted to full council, together with a quotation for the works for a decision to be made.
- e) NOTED; review and discussion in relation to the cancellation and refund policy for the hire of the hall, together with report from the Administration Assistant.  
**RESOLVED**; to maintain the status quo of the arrangements already in place.  
NOTED; thanks to the Administration Assistant for her work and comments on this matter.
- 13.4 *To receive report from clerk for information and decisions*
- a) NOTED; consent had been given by the Clerk for Somersall Rangers to use the recreation ground on two evenings so they could catch up on their matches before the season ended and that the council fully supported this action.
- b) NOTED; report from the Clerk information from recent DALC seminar including the new model standing orders, audit requirements an insurance matters.  
NOTED; the Clerk would investigate the insurance costs for the war memorial and bowling- green and that the matter of the badgers be referred to the S&L committee.  
NOTED; there would be minor changes implemented to the agenda format and that, when produced by the Clerk, the new standing orders would be considered by the council.
- c) NOTED; information in relation to the broken fence separating play ground from the adjacent public house, the complaint received, advice from NEDDC and that, although correspondence had been sent to the public house, no response had been received.  
**RESOLVED**; to have a risk assessment carried out on this area of the playground as soon as possible and that the Chairman and the Clerk would ask to meet with a representative from the public house to discuss this matter.  
NOTED; this matter would be discussed at full council again together with full consideration of NEDDC's risk assessment of the play area, which had been received raising slight concerns over the height of the wall near the Christmas tree.
- d) NOTED; the first independent allotment inspection carried out.

NOTED; a working party consisting of councillors Hinchliffe, Maskrey & Scothern would check the general condition of the plots and site at the beginning of June.

- e) NOTED; councillors Broderick, Grinbergs & Hinchliffe will form the working party to decide which parts of the hall and curtilage require decoration.

13.5 *To receive reports from members for information and decisions*

- a) NOTED; report from Councillor Broderick following attendance at a recent DALC seminar in relation to the Freedom of Information Act and the council's duties relating to them.
- b) NOTED; report from Councillor Thacker following attendance at the recent NEDDC District/Parish liaison meeting.

14.0 **To receive such communications as the person presiding may wish to lay before the Council**

- 14.1 NOTED; no comment in relation to items to the table.

NOTED; DALC CIRCULAR 19, 20, 21, 22/2010.

**RESOLVED**; in relation to the DALC circular - registering your parish/town council property with land registry, the Clerk had full authority to attend the training course and proceed with any necessary action required to ensure that the parish council was fully registered and protected, especially in relation to the changing rooms building.

- 14.2 NOTED; invite to the next NEDDC District/Parish liaison meeting on 23 June 2010 at 6pm.

NOTED; councillors Broderick, Corbridge, Hinchliffe, Maskrey & Thacker would attend this meeting.

15.0 **To receive, approve and adopt reports and minutes of committees**

- a) **RESOLVED**; minutes of the working party meeting from 30<sup>th</sup> March 2010 in relation to fun day arrangements are confirmed as a true record and signed by the chairman of the meeting.

**RESOLVED**; to accept all the recommendations made.

NOTED; information received in relation to ropes and stakes to make a 'ring area' and that there appeared to be none available for the council's use.

NOTED; traffic cones would be borrowed instead.

NOTED; a very large 'gala' banner had been located but it was deemed unsuitable for use in advertising fun day.

NOTED; the Vice-Chairman would not be available at 'fun-day' to co-judge the fancy dress competition but that he will be replaced by the immediate past Chairman.

- b) **RESOLVED**; minutes of the Personnel committee meeting from 1<sup>st</sup> April are confirmed as a true record and signed by the chairman of the meeting.

**RESOLVED**; the signature of the contract for the newly appointed member of staff

**16.0 To authorise the signing of orders for payment, together with the relevant invoices**

**RESOLVED;** the action of the Clerk in drawing cheques in payment of the under-mentioned accounts be confirmed;

Cheque numbers 5437, 5438, 5439 & 5440 April salaries	£2140.64
DD E.ON- gas supply VH	£184.00
DD E.ON-electric supply VH	£106.00
DD TalkTalk-VH broadband	£16.44
DD TalkTalk-Clerk phone/broadband	£38.19
DD BT Communications PLC-VH phone	£41.48
5441 Post Office Ltd-newsletter stamps	£76.50
5442 Dave Banks Electrical-upgrade lights in hall	£142.00
5443 City Healthcare Direct Ltd-sanitary disposal	£347.80
5444 Frank Berry Otter-stationery	£22.45
5445 Pointer Print-APM report	£33.60
5446 Post Office Ltd-VH stamps	£32.00
5447 Skyline Supplies Ltd-consumables for VH	£23.24
5448 Came & Company-insurance premium	£1967.78
5449 DALC-course fees	£60.00
5450 N Brailsford-gardening services	£150.00
5451 Post Office Ltd-Clerk stamps	£32.00
5452 J Hoole-reimburse CRB check	£23.00

NOTED; cheque numbers 5453, 5454, 5455 & 5456 were pre-signed for May salaries.

16.1 NOTED; the bank reconciliation, balances in savings accounts and that independent checks of all records of money and wage lists has been carried out

16.2 **RESOLVED;** to accept the service level contract from DCC for maintenance of the recreation ground at a cost of £662 for the forthcoming year.

**17.0 To confirm the date of the next full meeting**

NOTED; the next full meeting of the parish council will be held on 1 June 2010.

**PART 2**

**Confidential Business**

No business was conducted under this agenda item.