

# **Parwich Parish Council**

## **Minutes**

The Annual Meeting of Parwich Parish Council was held on Wednesday, 15th May 2013 at 7.30 pm in Parwich Memorial Hall.

Present: Chairman, R Bunting, C Healy, J Bennett, N Linnell, M Harrison, E Yeomans, the Clerk, Mrs S Hampson and two members of the public for part of the meeting.

### **13.5.1 Apologies/Councillors' attendance register**

Apologies had been received in advance of the meeting from County Councillor, Mr S Spencer.

### **13.5.2 Election of Chairman, Vice Chairman and Declaration of acceptance of office**

Mr Bunting had previously expressed that he would be relinquishing the position of chairman. Other members of the council were invited to consider the position. Mrs Bennett proposed Ms Healy consider the position of Chairman for 2013/14. This was seconded by Mr Harrison and unanimously agreed by the other members. Mr Harrison volunteered to be vice chairman for the forthcoming year. This was unanimously agreed.

**Resolved:** Ms Healy accepted the office of Chair person for 2013/14.

**Resolved:** Mr Harrison accepted the office of Vice Chairman for 2013/14.

**Resolved:** All members presented duly completed declaration of acceptance of office forms.

### **13.5.3 Declaration of personal/prejudicial interest of councillors**

There was no need by any member present to complete an entry in the register.

### **13.5.4 Minutes and items from the previous minutes**

The minutes of the previous meeting had been electronically forwarded to all members in advance of the meeting and had been placed on the Blog.

**Resolved:** The minutes of the previous meeting were accepted as a true record of proceedings and signed in the meeting.

### **13.5.5 Update of members pecuniary interest forms**

Members present had no reason to update their interest forms

**Resolved:** To reroute item 11 - the Pavilion to this point on the agenda.

### **13.5.6 Pavilion and Bus Shelter**

A member of the public enquired about the possible use of the pavilion for a studio. He was advised that the pavilion is regularly used by the tennis club at weekends. The member of the public stated that this meant the pavilion would not be suitable for the purpose of his enquiry and at this point left the meeting.

Mrs Bennett had forwarded photographs of the pavilion to members of the council in advance of the meeting illustrating maintenance requirements. There are several areas requiring attention; water is seeping under the matting. The roof is in a satisfactory condition. A local builder had provided an opinion of necessary remedial work. Members discussed immediate repairs, possible future costs and possibility of a new facility. A plumber had visited the pavilion with regard to a water leak but new taps may be required. Water is still accessible for the caravan booking.

**Resolved:** Two further joiners to be approached by clerk for estimates for the repairs

**Resolved:** Mr Yeomans to investigate costs of alternative buildings

**Resolved:** Mr Harrison to investigate grants form Awards for All and Sports for All.

**Resolved:** Mrs Linnell to attend to one area at the pavilion

**Resolved:** Mrs Bennett to meet joiners on site to discuss the pavilion to enable estimates to be prepared.

**Resolved:** Further contact to be made with the plumber.

**Resolved:** To defer the bus shelter item until the June parish council meeting.

### **13.5.7 Public speaking**

A member of the public provided further information regarding insurance for the memorial hall and an aim to reduce insurance costs. The parish council owns the memorial hall but it is managed by a management committee. An extract of the constitution was read.

**Resolved:** To discuss item 10 Memorial Hall at this point

### **13.5.8 Parwich Memorial Hall**

The parish council entered into a 3 year insurance agreement in 2013 saving a considerable amount of money over the term for the parish council. The clerk had made enquiries regarding insurance for the memorial hall presently insured by the hall's management committee and had forward the response to members of the parish council in advance of the meeting. The parish council had previously agreed to donate the cost of the memorial insurance to the hall's management committee. Mrs Bennett had extracted information from documentation presented at the previous meeting.

**Resolved:** Memorial Hall committee to approach the insurance company for further information and clarification.

**Resolved:** Clerk to approach solicitors holding all parish council documents to request copies of all documents being held.

**Resolved:** Liaison to take place between parish council and memorial hall committee regarding insurance findings.

**Resolved:** Mrs Bennett to attempt to convert poor quality documentation into a more legible format and forward to members.

**Resolved:** Clerk to forward the cheque to insurance company for the parish council insurance cover to comply with renewal deadline of 1st June.

### **13.5.9 Update from District and County Councillors**

Apologies had been received from County Councillor Spencer. The District Councillor was not in attendance.

### **13.5.10 Highway and footpath issues**

Hedges are due to be cut in August as referred to in previous minutes. No other highway issued was identified at the meeting

### **13.5.11 Parsons Croft and caravan booking**

Mrs Bennett had forwarded photographs of parking and other issues at Parsons Croft which were discussed by the members. Dales Housing had forwarded an electronic response to the clerk's enquiry which detailed that its tenants should seek permission from the parish council to park on Parsons Croft or alternatively, to park on the street. Tenants of Nottingham Housing Association have two allocated parking places and parking should be confined to these areas. Parking at Parsons Croft is for users of the sporting facilities only.

**Resolved:** Clerk to contact residents to request the removal of a log store, cattle trailer, caravan and any debris/rubbish prior to 17th June to avoid action being considered to remove such items.

### **13.5.12 Millennium pond monitoring**

Sand bags purchased by the parish council had been collect by Mrs Bennett and put in place by Mr Yeomans. Mr Yeomans was thanked for this action. Mr Yeomans discussed concreting a stone in place, higher than the weir, to provide a further measure against the back flow of water on to a resident's property.

**Resolved:** Mr Yeomans to put the stone in place shortly.

**Resolved:** Monitoring to continue.

### **13.5.13 Trees**

Tree of 2m in height to be planted as an avenue in September at Nethergreen. The remaining mature tree was discussed. The clerk advised that Mr Goodwin had stated this tree should remain for a further period of time but its impact on the 'avenue' of trees was raised.

**Resolved:** Mr Yeomans to contact Mr Goodwin further regarding this and report to members.

### **13.5.14 Speed limit**

The Clerk reported that PCSO Wakefield had made arrangements for a further visit of the MPS van to monitor speed. Mrs Bennett reported a change in the format of Safer Neighbourhood communication and meetings. The next meeting is 10 am at Ashbourne Town Hall on 5th July 2013.

**Resolved:** Mrs Bennett will attend if possible.

### **13.5.15 Village maintenance and roundabout**

Concreting had taken place at the perimeter of the roundabout. Consultation with the ROSPA inspector had been undertaken. A discussion took place regarding the matting, its shape and reinstating the roundabout. The playground inspection is imminent. Mr Harrison had obtained some quotes for powder coating the slide. The issue of the bags of sand referred to in previous minutes had been resolved. They were not the responsibility of Derbyshire County Council (DCC) and had now been removed by a resident.

**Resolved:** Mr Yeomans and the tradesman who had laid concrete to also lay the matting.

**Resolved:** Mr Yeomans and Mr Harrison to reinstate the roundabout. Liaison to take place with Mr Dale regarding the use of mechanical means to assist with the reinstatement.

**Resolved:** Communication regarding the roundabout to be maintained between all members.

**Resolved:** Roundabout to be the priority this month and further discussion regarding the slide to be deferred until June meeting.

### **13.5.16 Pump Hill**

The clerk had contacted DCC regarding definitive footpaths connected to Pump Hill. DCC confirmed that no rights of way exist along Pump Hill. The Minor Maintenance Agreement offered by DCC cannot, therefore, be considered for this area. Members had met at Pump Hill prior to the meeting. Responsibility for Pump Hill needs to be clarified.

**Resolved:** Clerk to contact parish council's solicitors to request copy documentation regarding Pump Hill.

**Resolved:** Item to be placed on future agendas to discuss appropriate course of action.

### **13.5.17 Items of account**

Cq 1104	S Hampson	May net salary	£141.37
Cq 1105	S Hampson	Reimbursement of expenses	£11.10
Cq 1106	Parwich Memorial Hall	Hire	£10.00
Cq 1107	Broker Network Ltd*	Insurance premium (yr 2)	£688.77
Cq 1108	B Wood	Internal audit fee	£29.90
Cq 1109	Lester Lowe Ltd	Purchase of sand bags	£20.88 (VAT £3.48)
Cq 1110	S Marshall	Restoration of roundabout base	£540

### **Income**

**Resolved:** To accept a cheque in the sum of £454.22 by way of donation to cover the cost of the jubilee mugs paid by the parish council during the previous financial year.

\*The parish council has been advised of a change to the insurance policy such that outbuildings will not be covered against the water damage if thermostatically controlled heaters are not installed.

**Resolved:** Clerk to advise insurance company that there is no heating installed in the pavilion.

### **13.5.18 Accounts for the year ended 31st March 2013 and the internal audit**

The clerk and responsible finance officer had prepared accounts for the year ended 31st March 2013. The internal auditor had carried out the internal audit prior to the meeting and found no matters to bring before the council. The external audit form had been completed by the responsible finance officer and the internal auditor.

**Resolved:** The accounts were unanimously accepted as an accurate record of transactions which had taken place during the previous financial year.

**Resolved:** The external audit document was duly completed by the chairman of the parish council.

**Resolved:** Advertisement of the audit had been placed on the noticeboard by the clerk.

### **13.5.19 Planning and planning sub-committee**

There were no new planning applications.

### **13.5.20 Correspondence and communication, including electronic communication**

A temporary speed limit will be in place on the A5012 at via Gellia, Pikehall between 17 June and 26 July to carry out carriageway surface dressing. DCC will not add Creamery Lane to the structured ploughing route as it is deemed to have little or no strategic value. National Westminster Bank had sent additional signing authority material to Mr Yeomans.

Mrs Bennett advised that an additional parish council member would ideally be required for the Parwich United Charities.

**Resolved:** Mr Yeomans to become the additional council member representative at Parwich United Charities meetings.

### **13.5.21 Items for next agenda**

Parwich Memorial Hall, Parsons Croft, Pavilion, Playground, Speed van, Solicitor information, Bus shelter, Millennium pond monitoring and Pump Hill. Additional items to be compiled by the clerk.

### **13.5.22 Date of next meeting**

19th June 2013

The meeting was declared closed at 10.10 pm.

Mrs S Hampson  
Clerk to the Parish Council  
15th May 2013

©Parwich Parish Council minutes remain draft until approved by the parish council at the next meeting.