

Desford Parish Council.

Minutes of the Desford Parish Council Meeting held on the 20th January 2016 at the Library Main Street Desford commencing at 7.30pm.

Present Councillors S Houghton, (Vice Chairman), C Crane, P Crane, B Hutt, M Peel, P Sims, Z Rood, S Wakefield.

In attendance: CC D Sprason, Interim Clerk to the Council R.A.Lomas
Parishioner's present: one.

The Vice Chairman welcomed all councillors and the member of the public who was present.

1/2016-102 APOLOGIES.

Apologies were received and accepted from Cllrs J Minto, R Camamile, A Lewis, A Stretton and BC B Sutton.

1/2016-103 DECLARATIONS OF INTEREST.

There were no declarations made.

1/2016–104 DISPENSATIONS.

There were no requests for dispensations for pecuniary interests.

1/2016–105 TO CONFIRM AS ACCURATE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 16th December 2015.

The minutes of the council meeting of the 16TH December 2015 were considered and **AGREED** to be a true record of the meeting. The minutes were therefore signed off as correct.

1/2016–106 TO RECEIVE AND CONFIRM THE REPORT AND RECOMMENDATIONS OF THE RESOURCES COMMITTEE OF THE 16th OCTOBER 2015.

**TO NOTE THE RECEIPT OF MINUTES AND NOTES FROM PLANNING COMMITTEE
AND ALLOTMENTS WORKING GROUP.**

1/2016–107 RESOURCES COMMITTEE REPORT.

The Chairman of the Resources Committee Cllr S Houghton submitted her written report which was previously circulated to members and is attached to these minutes.

Cllr B Hutt reported a telephone conversation he had with Caroline Buckland of RBS (the councils accounting system), concerning the Purchase Order module, year-end closedown and new Clerks training. The outcome was that Ms Buckley recommended that the three items be combined with the year-end closedown first and the installation of the new module and clerks training following on.

These matters had previously been discussed at the Resources Committee meeting and members had accepted that this sequence was sensible in view of the potential unfamiliarity of the new Clerk with the system and bearing in mind that the outcome of the year end would be the financial accounts which would form the basis of the council's Annual Return.

Councillors considered this report and discussed the viability of the timescale in view of the still outstanding new Clerks appointment. It was AGREED to adopt the Resource Committees recommendation and that the Interim Clerk should confirm this to Ms Buckland

APPROVED unanimously.

Recommendations to Council:-

- That the reconciliations were satisfactory and could be approved
- That the invoices for payment had been checked and could be paid.
- That the cost of new posts or alternate markers at the allotments should be approved once a final decision as to materials had been made.
- That on receipt of a satisfactory quotation for the roundabout repairs the works could be commissioned.
- That the RBS Purchase Order module should be installed as from 1st April. That RBS be commissioned to complete the year end process and also undertake the new Clerks familiarisation training.
- That the purchase of the three tables be confirmed.
- That work should start on selecting the Internal Auditors for 2016/17

Invoices Received

18th January 2016

DPC Accounts Payable

	Nett in-voice	VAT	Invoice total
Eon (7 Stars Road unmetered street lighting Dec)	£56.55	£2.83	£59.38
R A Lomas (pd on own credit card Stinkyink 2 x laser cartridges)	£94.98	£19.00	£113.98
P Richards (Dog Bins Dec)	£75.00	£0.00	£75.00
L A Maud (Litterpick Kirby Rd & Pickards)	£105.36	£0.00	£105.36

R.A.Lomas (December Consultancy & Clerks work)	£765.00	£0.00	£765.00
C Crane (Simm for dongle & postage)	£17.51	£0.00	£17.51
HBBC (Litter bins Kirby Rd & Pickards - quarterly)	£68.64	£0.00	£68.64
Total	£1,183.04	£21.83	£1,204.87

Monies in/Payments Received

18th January 2016

Total	£0.00	£0.00
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1/2016–108 TO APPROVE THE ISSUE OF THE PRECEPT TO HBBC – tax base
letter attached.

Members had previously accepted the recommendations of the Resources Committee and approved a provisional precept of £117,000. After a very brief discussion it was CONFIRMED that this figure would be the precept for 2016/17 and that HBBC could now be officially informed of this.

APPROVED unanimously.

1/2016–109 BOROUGH/COUNTY COUNCILLORS REPORT.

CC David Sprason was present and gave his report as follows:-

Regarding the Community Speedwatch project he recommended that this was worthwhile reinstating as it is extremely valuable using volunteers to liaise with police officers by reporting the details of speeding drivers. He suggested contacting Mike Watson through the LCC website to take the project forward again.

Once again budgets and costs were at the forefront of the County Councils concerns. The revenue support grant would cease by 2020 although the proposal to move business rates from Central Government to Regional Government may offset some of the reduction in revenue. Cllr Sprason drew

attention to the situation at HBBC (in BC R Camamile's absence) indicating that their Council Tax could rise by 5% this April.

A discussion ensued regarding the situation of the possible Library transfer and Cllr Sprason confirmed that a further meeting had been scheduled to explore ways and means of expediting this transfer.

The continuing problem with HGVs in the village was noted and even though a new direction sign had been placed at Desford cross roads it was apparent that the (mainly foreign) HGV drivers were not taking notice of this and still being misdirected by their satnavs. Cllr Peel will write a letter to LCC Highway's, copy police, requesting that the restriction on access be upheld by the police.

1/2016-110- PUBLIC PARTICIPATION.

The Desford in Bloom project had issued 1470 survey letters round the village, explaining the purpose of the group and seeking volunteers. It was stated that 43 letters had been returned although not all were volunteers and the good news is that £990 in sponsorship has been committed towards the project.

Members were supportive of this project and agreed to put it on the agenda for both February and March to enable the group to update the council as to progress.

1/2016-111 REVIEW OF COMMITTEE STRUCTURE AND RESPONSIBILITIES

This continuing review was deferred to a future meeting.

1/2016- 112 TO APPROVE THE ISSUE OF A FORMAL LETTER OF COMPLAINT REGARDING UNLAWFUL ACCESS BY HGVS.

This subject had been touched upon during the County Councillor's report but members wished to comment that the new direction signs only mentioned Caterpillar and not Neovia. They also observed that the police appeared to demonstrate a total lack of will to actually enforce the weight restrictions. Pictures of offending HGVs have been sent to them and requests for help had been made but to no effect.

However it was noted that parking enforcement officers from HBBC had been seen recently on High Street to try and resolve the problem of cars parking on yellow lines.

1/2016-113 TO CONSIDER THE OUTSTANDING DEVELOPER CONTRIBUTION FROM THE SOLAR FARM ON DESFORD RD.

It was reported that the initial contract with OST energy confirmed a developer contribution of £20,000 once the solar farm was installed and connected. As it appears that this I now the case it was AGREED that letter should be sent to OST Energy requesting payment forthwith.

1/2016–114 REVIEW OF SPEEDWATCH

This subject had been dealt with during Cllr Sprason's report and accordingly further discussion was deferred until the February meeting when an update would be available from Cllr A Lewis.

1/2016-115- Planning and Neighbourhood Plan

The Chairman of Planning described the list of current planning applications received and observed that there were no grounds for objection to these.

Neighbourhood Plan. It was suggested that a letter should be sent to RCC and HBBC requesting support and funding for the services of Mr John Preston of the Rural Community Council who had the expertise to contribute to the creation of the Neighbourhood Plan. Cllr P Crane will draft an appropriate wording and forward to the Interim Clerk to print on letterhead.

1/2016–116 STAFFING COMMITTEE REPORT

The Chairman of the Staffing Committee, Cllr C Crane, confirmed that three candidates had been interviewed for the post of Clerk to the Council and the committee was able to recommend to council that an offer should be made to their preferred candidate. The Chairman stated that the candidate recommended had been the unanimous choice of each member of the interviewing panel in view of his strong background and experience in working for local authorities but that the other candidates also had certain strengths to offer as well.

Member's discussed this information and posed a range of questions to Cllr C Crane relating to terms of service, training requirements and other related matters ultimately expressing satisfaction with the process and it was AGREED to accept the staffing committee's recommendation and authorise Cllr C Crane to make an offer to the preferred candidate.

In respect of the hand-over period to the new Clerk, the current Interim Clerk was requested to liaise with the Chairman of Staffing and agree a viable schedule depending on the familiarity of the appointee with the day to day running of the council. In view of the double salary cost implications during this time, the hand-over period would be a brief as possible whilst maintaining good professional practice in the induction of the new Clerk.

1/2016–117 CEMETERY WORKING GROUP.

The Chairman made a general report confirming that no significant issues had arisen during the last month. The Interim Clerk confirmed that he would create the notice to cemetery visitors informing them of the pending grave levelling work to be undertaken in the Spring.

1/2016–118 ALLOTMENTS WORKING GROUP.

It was confirmed that the material for the NatSol toilet had just been delivered and that installation would take place forthwith. A brief discussion established that payments to the two contractors could be processed as part of the February payments.

1/2016–119 PROCUREMENT WORKING GROUP

Cllr M Peel reported that sufficient interest had occurred in the tender specification that he felt confident that adequate tenders would be submitted to enable a sound evaluation to be made. As the tenders closed at 4pm on the 11th February the Working Group would meet at 6pm the same day to open the tenders and make an initial evaluation

1/2016–120 CLERKS REPORT AND CORRESPONDENCE.

An update had been received from the Chairman of the Small Audits Committee confirming that the decision to opt in, or out, of the proposed scheme would be deferred until 31st March prior to which more details relating to costs and terms and conditions would be available.

The Scouts had requested the use of Kirby Road recreation ground in March to be used as a staging ground on their charity walk. Members were supportive of this and AGREED that the Scouts could use the recreation ground and also the building on site.

The question of archiving the old records was raised again and whilst confirmation had previously been given to purchase storage boxes it was sensible to advise members that this work would be starting shortly with the inevitable disruption in the office.

CORRESPONDENCE

This was reported by Cllr C Crane who indicated that only minimal correspondence of a very routine nature had been received this month.

1/2016–121 MEMBERS EXCHANGE OF INFORMATION.

It was observed that one or two hedges in the village were looking ready for a trim, especially that in the cemetery.

An update on applications for the Parish & Community Fund was provided and members' found these satisfactory and agreed that they could be signed off by the Interim Clerk. Of particular interest was the application for Kirby Road recreation ground by the council for an estimate £5000 for safety issues and maintenance. Other applications were from SID for miscellaneous improvements and from the Free Church for new stacking chairs,

There being no further business the Chairman thanked councillors for their participation and closed the meeting at 9.28.

Next meeting 17th February 2016, 7.30pm Desford Library

Signed.....

Date.....