

SOUTH WINGFIELD PARISH COUNCIL

8 May 2015

To: The Chairman and Members of South Wingfield Parish Council

Dear Councillor

You are summoned to attend the meeting of South Wingfield Parish Council to commence at 7.00pm on Thursday 14th May 2015 in the Parish Rooms.

Members are asked to sign the attendance register for the meeting and to complete the declarations of interest sheet (if appropriate).

Yours sincerely

Shane Staley

Clerk and RFO
South Wingfield Parish Council

**SOUTH WINGFIELD PARISH COUNCIL
PARISH COUNCIL MEETING
14 May 2015**

AGENDA

- 1 To receive Apologies for Absence**
- 2 To Elect Chairman**
- 3 New Chairman to Sign Acceptance of Office**
- 4 Elect Vice-Chairman**
- 5 New Vice-Chairman to Sign Acceptance of Office**
- 6 New Councillors Welcome and Sign Acceptance of Office**
- 7 Declaration of Members Interests**
(a) New Members Forms Required for All Councillors (Pecuniary Interests)
- 8 Variation of Order of Business (if any)**
- 9 Declaration of Members' Interest**
Please note:-
(a) Members must ensure that they complete the Declarations of interest sheet prior to the start of the meeting 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 make representations and then leave the meeting prior to any consideration or determination of the item).

(b) Where a Member indicates that they have prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of the Public Speaking.

The Declarations of Interests will be read out from the Declarations Sheet, members will be asked to confirm that the record is correct.
- 10 Public Speaking – (15 minutes)**
(a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates 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) below. (if the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).

(b) If the **Police Liaison Officer, a County Council or District Council Member** is in attendance they are to be given the opportunity to raise any relevant matter.

Monthly Report Previously Sent by Borough Councillor and County Councillor

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items should do so at this point in the proceedings.
- 11 To Approve and Sign the Minutes of the Meeting held on 16 April 2015**
- 12 To determine which items from the Agenda, if any, 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:-

"That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw,"

13 Elect Members for the following Committees:

Planning Committee: Terms of Reference: "to make recommendations to Full Council on associated matters"

Finance Committee: Terms of Reference: "to make recommendations to Full Council on associated matters"

Employment Committee: Terms of Reference: "to make recommendations to Full Council on associated matters"

Cheque Signatories: Any two members from the signed banking mandate

For all Councillors, meeting dates for 2015/16 and Councillors Information Packs.

14 Proposed Development on Inns Lane

- (a) Planning Application Submission – Update on Gladman Ltd Appeal / Update on New Application
- (b) S.W.A.G Group – Update

15 South Wingfield Neighbourhood Plan

- (a) Neighbourhood Plan – Update on Consultation Period / To spend/donate up to £500.00 / To Use SWPC Other Bank Account
- (b) Setting up of Steering Groups – Update on Meeting from 21 April 2015 / Public Meeting

16 Finance

- (a) Banking – 1st to 30th April 2015 Bank Reconciliation (Period 1 – 2014/15)
- (b) Grant Thornton – Annual Return for 2014/15 (16 June 2015) / Internal Audit / To Approve
- (c) HSBC Mandate – Update Authorised Signatories (New Mandate)
- (d) Insurance Renewal – To spend up to £900.00
- (e) To agree, ratify and authorise the following cheques for payment:-

Cheque No	Payee	Amount (£)
HSBC Cheque No 100886	Clerk/Cleaner (Salary – April)	£724.81*
HSBC Cheque No 100887	HMRC (PAYE – April)	£132.31
HSBC Cheque No 100888	A Jackson (Window Cleaning – Parish Room)	£40.00
HSBC Cheque No 100889	L Phillips (Various Works / Noticeboard / Plaques)	£30.00
HSBC Cheque No 100890	A Colman (Parish Room Sink Leaking)	£194.00
HSBC Cheque No 100891	Amber Community Responders Group (Donation)	£500.00
HSBC Cheque No 100892	Viking Direct (Stationery)	£153.90
HSBC Cheque No 100893	Keptkleen (Public Toilet Cleaning – April)	£96.00

*Clerk and cleaner salary amount are combined

HSBC DD	E.ON (Gas for April – Parish Room)	£121.00
HSBC DD	Plusnet (Broadband for April – Parish Room)	£30.00
HSBC DD	British Gas (Electricity for April – Public Toilet)	£29.10

Income

17 Clerks Report

- (a) Community First Responders – Update
- (b) DCC Gritting Complaint – Update
- (c) New Website – Update on Progress
- (d) Dog Fouling – Report on Issues
- (e) Church Newsletter Submission

18 Parish Room

- (a) Fire Safety Assessment – Update
- (b) Hearing Loop System – Update
- (c) Garden Developments (Pre-school) – Update
- (d) Room Usage – Monday Evenings
- (e) Childrens Toilets Condition

19 General Village Appearance

- (a) Manor Road / High Road – Condition of Pavements – Update from DCC
- (b) Oakerthorpe – High Pavements / Cycle Lane – Update
- (c) Summer Hanging Baskets / 5 New Locations – Update
- (d) General Village Maintenance Requirements

20 South Wingfield Flood Prevention Association

- (a) EA Consent Form Submission Progress – Setting up Next Flood Group Meeting

21 Pentrich and South Wingfield Revolution Group**22 Footpaths**

- (a) Footpath Report – General Update

23 Current Projects

- (a) Market Place Noticeboard – Installation Progress from WI
- (b) Parish Room Car Park – Update on Prices / Solutions from New Contractors

24 Future Projects

- (a) VAS Speed Sign – Update from DCC
- (b) Street Lighting Option on Holme Lane – Update from DCC
- (c) Village Information Signs – Set up Working Party for Project

25 DALC Circulars

- (a) Circular 11 and 12 sent to all Councillors

26 Information

- (a) None

27 Planning Applications

- (a) Submission of planning application documents to Councillors
- (b) Planning applications for this period to consider:

RefVal: [AVA/2015/0294](#)

Address: The Paddocks, 5 Meadow View, South Wingfield

Proposal: Proposed rear extension and detached garage/store

RefVal: [AVA/2015/0273](#)

Address: Church Farm, Potters Lane, Moorwood Moor, Alfreton

Proposal: Timber upright poles sunk into the ground and concreted in place with timber trusses and connecting beams. The roof will be steel box profile sheets. The sides will be steel box profile sheets

RefVal: [TRE/2015/0047](#)

Address: Manor Cottage, 53 Manor Road, South Wingfield

Proposal: Fell two Sycamore trees.

RefVal: [AVA/2015/0384](#)

Address: Deepwell House, 33 Manor Road, South Wingfield

Proposal: Proposed loft conversion

28 Employment Matters

(a) Staff Pension Scheme – Update / DALC Training 23 June 2015

(b) All Other Employment Matters

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.”

Date of next parish meeting:

Parish Council Meeting – Thursday 11th June 2015 at 7.00pm in the Parish Room.