

GLAPWELL PARISH COUNCIL

Minutes of meeting of Glapwell Parish Council

Held on

Thursday 27 March 2014

At the Glapwell Centre

Present:

Joan Evans
Clive Fleetwood
Jackie Hole
Sue Pilgrim

Glyn Evans
Rachel Hibbert
John Jepson
Tony Trafford (chair)

Also in attendance

Sue O'Donnell, Councillor Ann Syrett
Members of the Public – Frank Rodgers and Ray Barksby

24/14 Apologies for Absence –Councillor Clive Moesby

It was reported that Councillor Moesby had been advised not to drive due to a problem with his eyesight. Members of the Council expressed their best wishes for a speedy recovery.

25/14 Declarations of Interest

Glyn Evans and Sue Pilgrim declared an interest in item 30/14 – Football Ground

26/14 Public Forum

Increase in Council Tax – Both members of the public questioned the Council on the increase in council tax for 2014/15. Tony Trafford explained that the increase requested by the Council had been 3%, but because of a reduction in the number of rateable properties this had increased the amount. The increase was required to help the Council in restoring the reserves required by the audit regulations.

Football Ground – Mr Rodgers questioned why the council continued to pay the business rates on the football ground. Tony Trafford confirmed that the Council were required to pay the rates but that, with the conclusion of the legal dispute, this responsibility will transfer to the Sporting Association.

CCTV Cameras – Mr Barksby asked if there were plans to replace the CCTV cameras. Tony Trafford explained that this was planned as part the refurbishment of the Glapwell Centre. Progress on this was dependent on finding a source of funding.

27/14 Minutes of Parish Council Meeting held on 27th February 2014

The minutes were agreed as a correct record of the meeting.

28/14 Matters Arising

14/14 Blocked Gullies – these have been cleared.

14/14 Bus Shelter – Action was still outstanding.

14/14 Footpaths – Action was still outstanding.

14/14 Car Parking – Concerns were still being expressed about problems of parked cars on Lime tree Avenue and access for emergency vehicles.

29/14 Reports

Police – No report was available.

Bolsover District Council – Councillor Syrett reported on the following items:

Glapwell By Pass – Following representation from the Council this had been included in the capital programme for Derbyshire County Council.

Disability Welfare Benefits – There was a meeting at the Winding Wheel, Chesterfield on Saturday 29th March to provide advice.

Rachel Hibbert asked about the ownership of the land opposite The Young Vanish. The Community Development Group was planning to use the centenary of the First World War as the theme for the carnival and as part of this to plant poppies on this open piece of land. Ann agreed to check on this and email the answer.

The Glapwell Centre

John Jepson raised the following issues from the meeting of the Management Committee held on 6 March:

Lettings - A number of new lettings had been agreed for the coming months. However, the Committee was concerned that the inclusion of staffing in the cost of lettings was increasing the price so much that people did not book. It was proposed that the following changes be made:

- The cost of staffing was no longer included in the cost of the booking
- The staff rota was managed to include weekend events, whenever possible
- Volunteers from the Management Committee/Parish Council be encouraged to cover some events
- Casual staff/overtime used only if needed

This proposal had been discussed by Finance and whilst staffing costs may increase slightly, this would be offset by increased revenue from bookings. **The proposal was agreed.**

Notice boards - Members had referred to previous discussions on the need for notice boards around the village to display information and in particular to advertise planned events at The Centre more effectively. The clerk was asked to obtain quotes from suppliers.

Cleaning Rotas – New rotas had been agreed with staff and systems introduced to record frequency of cleaning.

Review meeting – A meeting had been arranged on April 22nd for a full review of performance at The Centre based on yearend figures.

30/14 Football Ground

Tony Trafford reported the Council had been successful in obtaining a court judgement on the outstanding action required by Colin Hancock. On 17th March the court had required him to surrender the old license, to pay the outstanding amount of £2250 for business rates and that he pay the costs of the court action. If these actions were not taken in 7 days he would be found in contempt of the court.

It was anticipated that there would be a meeting of the Sporting Association in April with a view to finalising a lease from May 1st.

Sue Pilgrim informed the council that graffiti had appeared on walls of the changing rooms and there had been no action taken to remove. She also referred to plans to carry out work to the pitch. It was agreed that this should be discussed with the grounds man and referred to the Sporting Association.

31/14 Finance Report

Monthly Finance Summary for February 2014 – The summary was agreed and payments authorised by Finance Committee were confirmed. It was agreed that the following payments be made in March/April:

29.17	BT Payments	150.00	Glapwell Village hall fund
49.98	Viking Direct	800.00	Ault Hucknall PCC
196.02	DCC Pensions	254.44	ASD Wholesale
100.00	BDC Save a Life	561.23	ASD Wholesale
36.00	TillPoint	102.29	Glapwell PC Petty Cash
75.24	Payne and Pike	Direct Debits	
156.00	Firecall	2776.44	Salaries
100.00	Derbyshire Children's Holiday Centre	277.26	PAYE/NI
165.00	J Butler	633.72	Total Gas and Power

Glapwell Centre Management–It was proposed that the management committee become an Unincorporated Association with a separate bank account, a constitution, membership from the Parish Council and Community groups, and separate accounts and audit arrangements. **It was agreed that a proposal be produced by the clerk for discussion at the annual meeting in April.**

Annual Employers Return – The information was noted and it was agreed that the return be made by the clerk.

Review of Budget – The clerk reported that she had reviewed the figures used in the discussion to set the budget and had found an error in the estimated expenditure in January, February and March. The impact was to underestimate the balance at the bank by £8000. It was now estimated that the balance at the bank on 31st March would be £10,000. The report was noted and it was agreed to revise the budget in the light of the actual figures at the end of the financial year.

Timetable for Annual Audit

Annual Audit - The timetable for completion was noted as follows:

April 24	Parish Council to receive Draft return
April 27	Submit Return to Internal Auditor
May 2	Advertise Audit to public
May 16	Inspection Period starts
May 22	Parish Council agree final document for submission to External Auditor

Financial Regulations - It was noted that draft regulations had been circulated by DALC for consideration. It was agreed that the clerk review any changes for consideration by the council at the Annual meeting.

DCC Grant – A grant had been received from DCC to buy new equipment for the lunch club based at the centre. DCC had confirmed that the Parish Council could pay the invoice and allow the lunch club to use the VAT benefit to obtain more equipment. **It was agreed to pay the invoice.**

32/14 Planning

BDC Planning Application

Bolsover District Council – Planning Application 14/00086/FUL – Widening existing Access at 90, The Hill. **NOTED**

Bolsover District Council – Planning Application 14/00078/FUL - Extension to garage at 44 Rowthorne Lane. **NOTED**

33/14 Correspondence

14/03/14	Page Kirk – Employers Annual Return – 2013/14	Discussed at 31/14
14/03/14	Grant Thornton – Notice of annual audit of accounts for year ended 31 March 2014 and timetable for completion	Discussed at 31/14
25/03/14	Bolsover District Council – Planning Application 14/00086/FUL – Widening existing Access at 90, The Hill	Discussed at 32/14
26/03/14	Bolsover District Council 14/00078/FUL Extension to garage at 44 Rowthorne Lane	Discussed at 32/14
March	AON Insurance – Publicity material	Noted
	Bolsover Partnership and PC liaison – Papers for Meeting on 20/03/14	Noted
24/03/14	Bolsover District Council Street Sports – Diversionary Outreach Programme 2014/15 – Invitation to Participate	To explore further
24/03/15	Bolsover District Council – Community Outreach Programme 2014/15	To explore further

34/14 Members Reports

Container at Cricket ground – Jackie Hole referred to plans for a container at the cricket ground. Tony Trafford confirmed that he had been contacted and a meeting was being arranged to discuss the container and also plans for a new pavilion.

Insurance claim – Rachel Hibbert asked if there had been any further action on the insurance claim made following the Bonfire in November. The clerk reported that there had been no further contact with the insurers since January.

35/14 Date of Next Meetings

Annual Council Meeting - Thursday 24th April at 7.00pm

Parish Council – Thursday 24th April at 7.30pm

Sue O'Donnell – 14/04/14