

SOUTH NORMANTON PARISH COUNCIL

*The Hub Joint Services Centre, Shiners Way, South Normanton,
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PUBLIC AND PRESS WELCOME

7 September 2017

To: The Chairman and Members of South Normanton Parish Council

Dear Councillor

You are summoned to attend the Parish Council Meeting to be held at 7pm on **Thursday, 14th September 2017 at the Post Mill Centre, Market Street, DE55 2EJ.**

Yours sincerely

Helen Dowson

Assistant Parish Clerk

Agenda

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

270/2017-18 Appointment of Chairman and signing of the declaration of acceptance

271/2017-18 Appointment of Vice Chairman and signing of the declaration of acceptance

272/2017-18 To receive apologies for absence

273/2017-18 Variation of Order of Business

274/2017-18 Declaration of member's interests

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

275/2017-18 Public participation (10 Minutes)

- a) A period of no longer than 10 minutes will be made available for members of the public.
- b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

276/2017-18 To approve the minutes of the Parish meetings held on 11th May 2017 and 6th July 2017 – appendix 1 and 2

277/2017-18 To determine which items if any part of the Agenda should be taken with the public excluded.

278/2017-18 Committee Appointments

- (a) Councillors – resignations since last meeting and vacancies
- (b) Future committees

279/2017-18 Items for Information

- (a) Advertisement of Councillor vacancies has been actioned
- (b) Request for memorial plaque in Churchyard
- (c) Resident's request for access to the recreation ground at the side of the Post Mill Centre – need to arrange meeting with a Councillor
- (d) Office access/Members surgeries
- (e) Requisition book is being ordered to implement a purchasing system to aid staff
- (f) Town Park – Jumbo Land and surfacing require replacing, 3 play companies invited to put proposals forward. Consideration needed on use of park e.g. age limit?
- (g) Request has been received from the Gala Committee to use Parish Council owned land for the 2018 Gala, however there is currently an outstanding issue regarding the bottom car park and the damage made by the fair vehicles – appendix 3
- (h) Summer holiday activity camp – Week 1 and 2 at 56% capacity week 3 at 20%

280/2017-18 Items for Determination

- (a) Staffing – Clerks absence and arrangements for cover
- (b) Council to adopt Power of Competence – appendix 4
- (c) Request for Assistant Clerk to take CILCA qualification £500
- (d) Request for Groundsman to undertake PAT testing course £98 – appendix 5
- (e) S137 request – Derbyshire Children's Holiday Centre – completed form and supporting information
- (f) S137 request – South Normanton Colts – for football pitch line marking
- (g) S137 request – Cyber Café – Annual Insurance £193
- (h) S137 request – 1st South Normanton Brownies - coach hire – completed form and supporting information £400
- (i) S137 request – South Normanton Bowls Club – New shelter, maintenance and service machinery £500
- (j) S137 request – 1st South Normanton Rainbows – Flag and coach £390.90
- (k) Changing rooms lighting repairs/replacements – appendix 6 . Charging policy for the use of changing rooms to be reviewed before the end of the current season
- (l) Mobile phones – for use by office staff to take requests for burials when away from the office and for the Groundsmen, approx. cost £40 per month
- (m) South Street – signage including funders. Councillor P Upton has requested for a slide to be added to the play area and provision of a handrail on the footpath to Coronation Drive leading to the recreation ground – appendix 7
- (n) Repair and maintenance at the Post Mill Centre – consideration for lighting, CCTV and roof joint.
- (o) Request from Post Mill Centre to relocate the skip used by the Groundsmen

- (p) Post Mill Grant – additional subsidies 2016-2017 (please note at the time of producing the agenda the year end accounts as of 31st March 2017 had not been received) – appendix 8
- (q) Request for work to be undertaken to produce a detailed map of the Cemetery to be reconciled to our records
- (r) Request for camper van parking on the old five a side pitch for the Beer Festival November 2nd–5th 2017 – appendix 9
- (s) Implementation – Freedom of Information Policy and model publication scheme – appendix 10 and 11
- (t) Implementation – policy for dealing with habitual and/or vexatious complaints – appendix 12
- (u) Request to remove storage units from the parish recreation ground to the side of the Post Mill Centre on health & safety grounds. Retrospective approval.

281/2017-18 Staffing

- (a) Apprentice started 24th July 2017
- (b) Clerks absence
- (c) Staffing issue

282/2017-18 Finance – Appendix 13

- (a) Bank reconciliation as of 31st August 2017
- (b) Accounts for payment – August 2017
- (c) Budget Monitoring

283/2017-18 Planning Applications

Sept 17 Planning schedule – appendix 14

284/2017-18 Dalc Circulars

Derbyshire ALC Circular – 09/2017 – appendix 15

Councillors are reminded that all DALC training courses are open to them

Date of the next meeting - To confirm that the next Meeting of the South Normanton Parish Council will be held on **Thursday, 12th October 2017, at 7.00pm.**