

Minutes of Smisby Parish Annual Council Meeting 14th May 2024

Smisby Parish Council Attendance: Councillors Taft (Chairman), Cuming, Sullivan and Dickens, Clerk Caroline Crowder

Members of the public and other organisations: District Councillor Haines, County Councillor Muller and 10 members of the public.

1. Appointment of Chair

Councillor Cuming proposed Councillor Taft, seconded by Councillor Sullivan. **Resolved, all agreed to Councillor Taft as the Chairman. Chairman signed the declaration of office.**

2. Appointment of Vice Chair

Councillor Taft proposed Councillor Cuming, seconded by Councillor Sullivan. **Resolved all Councillors agreed to Councillor Cuming as Vice Chairman and he accepted.**

3. To receive and accept apologies for absence

Councillor Brooke and District Councillor Lowe.

4. To receive declarations of Interest on items on the agenda (under the Code of Conduct members are reminded that in declaring an interest you should make clear the nature of that interest and whether it is "personal" or "prejudicial").

Councillor Dickens for planning application DMPA/2024/0378.

5. To determine which items if any on the agenda should be taken with the public excluded.

None.

6. General Power of Competence

The Council meets the criteria of at least two thirds elected Councillors and the Clerk has the CiLCA qualification. **Resolved, all Councillors agreed to re-adopt the General Power of Competence.**

7. Approval of accounts as at 31st March 2024

Resolved, all Councillors agreed to the accounts that the clerk had already certified as being a true and accurate record. Councillors resolved that the accounts would be published on the website.

8. Report of Internal Auditor

Resolved, all Councillors agreed to accept the report of the internal auditor.

9. Approval of Annual Governance Statement

Resolved, all Councillors approved the annual governance statement. The Chairman of the meeting and Clerk signed the statement.

10. Approval of Statement of Accounts

Resolved, all Councillors approved the statement of accounts. The Clerk had already signed, the Chairman of the meeting signed the statement.

11. Approval of Certificate of Exemption

Resolved, all Councillors approved the certificate of exemption. The Chairman of the meeting and Clerk signed the certificate.

12. Appointment of Internal Auditor 2024 – 25

Resolved, all Councillors agreed to appoint East Midlands Audit Services.

13. Register of Disclosable Pecuniary Interests

The Clerk advised the Councillors that if their interests had altered in the last year, they should complete a new form and return to her, she would then pass these on to SDDC.

14. Insurance

Resolved, all Councillors agreed to renew with Clear Council

15. Chairman's communications (if any)

Councillor Taft has arranged for CPR training on Thursday 4th July 7pm-9pm and Saturday 6th July 1pm-3pm, with Swadlincote First Responders. This would be held in the Village Hall. The details are in the latest Parish Council newsletter. Anyone wishing to attend should contact him. A small donation would be made to the First Responders for the training. A member of the Village Hall Committee advised he would advertise the sessions on Facebook.

16. Clerk's report

- i. Clerk is on annual leave 16th-23rd June
- ii. Clerk requested permission to purchase new laptop up to budget of £500.
Resolved, all Councillors agreed.
- iii. The Kings Portrait had arrived, this will be added to the Council's asset register. The Council asked the Village Hall if they could display it, they agreed.
- iv. The Councillors agreed to the Clerk completing a community governance survey.

17. Opportunity for public questions and comment (10 minutes)

A member of the public asked where they could find the latest newsletter. Councillor Taft advised as per the last meeting minutes, it was published on the website and a few copies were available in the telephone box. He had also advised in the local WhatsApp group that it was available.

18. Approval of minutes from Parish Council Meetings held on 12th March 2024

Resolved, all Councillors approved the minutes and the Chairman signed them as a true and accurate record.

19. Parochial Charity, District and County Councillors Communications

- i. District Councillor Kerry Haines, SDDC are still catching up on the backlog of planning applications. SDDC have asked for feedback on the Statement of Community Involvement. As part of the feedback, they had received so far, they are looking into the placement of planning notices and accelerating the planning process. SDDC Local Plan is being reviewed. She has followed up on the work around the beech tree area, there has been a change of personnel and she is chasing it up. Councillor Taft advised that he proposed to SDDC that the area is looking neglected and wished for them to tidy this up. District Councillor Haines was asked to gain permission from SDDC to put the benches back.

- ii. County Councillor Muller, congratulated Councillor Taft on being re-elected as the Chairman and Councillor Cuming for re-election as the Vice Chairman. He noted that there had recently been an election for the Mayor of the Combined Authority and the Police Commissioner. He advised that over 2000 potholes a week are being repaired. The JCB equipment is being used where possible. He is receiving a lot of communication over potholes. He advised that central Government were providing more money for the issue. A member of the public thanked him for the work that was done on the road from Ticknall to Smisby. Councillor Cuming advised that he had written to DCC Highways as there were large areas of the road that had not been repaired.
- iii. Parochial Charity Trustee Rob Hounslow, advised that the Parochial Charity had received a letter from the Council. In response he advised that their minutes are published and freely available to all. Some of the details in the minutes and accounts is redacted for GDPR. There are currently four trustees that run the charity, two nominated by the PC and two by the parochial charity, they wish to change this so the PC only nominate one and the Village Hall the other. The PC ones are for 4 years, the Parochial Charity for 5 years. His time as a trustee ends in two days. They are in the process of changing their status to a Charitable Incorporated Organisation. Councillor Taft responded to him that the current scheme of arrangement the charity is using was over thirty years old. The Parish Council feel strongly that they wish to maintain the current arrangement of nominating two trustees, and wish to be involved in any change to this arrangement. The changes that the Parochial Charity are making haven't been done with any consultation from the PC and it is felt that the PC and the Charity should be working together for the common interests of the Parish. Rob had said previously that the Council had struggled to nominate any trustees, Councillor Taft advised that this year there were three people that had wished to be considered. He also wished to acknowledge the work that Rob has done as a trustee and that the Council appreciate the work that the Charity does.

20. Parochial Charity Trustee

The Parish Council wish to nominate Gemma Dickens, **Proposed by Councillor Taft and seconded by Councillor Sullivan. Resolved, all Councillors agreed to Gemma Dickens being their Parochial Charity trustee. Gemma accepted the nomination and advised that she had received clearance from her employers to take this role on. Clerk to send the details to the Parochial Charity Clerk.** Councillor Taft thanked Rob for his work.

21. Trees and Benches

Councillor Dickens advised that she had some of the tree that was felled and was looking for recommendations of what this could be used for and who would be able to do the work. A member of public advised he would speak to her offline as they had some contacts.

22. Playground Inspections and Repairs

The Clerk advised that there was nothing showing as more than a low risk on the latest report, no further action needed at this time. Parish councillors also do regular checks. Councillor Taft reported to Rob that the moles are back now in the play area and near the wild flower area. Rob advised he would let the Charity Clerk know.

23. Highways

No updates.

24. Speed Watch

Councillor Cuming is still investigating speed indicator devices.

25. Newsletter

The last newsletter was published in April and is on the website. Some have gone into the telephone box. Rob advised that the Parochial Charity would be willing to pay for the printing costs and postage to any outlying areas, if the majority were hand delivered.

Resolved, the majority of Councillors agreed to print the newsletter if the Parochial Charity will fund.

26. To discuss and agree any response to any current Planning Applications

None.

27. Dates of future meetings

9th July, 10th September, 12th November 2024

28. To approve payment of accounts as follows:

Date	Method of Payment	To whom paid	Particulars of payment	Total £	VAT £	Already paid under Clerk and Chairman Delegated Authority
08/04/2024	Bank transfer	Clerk	Salary (March 2024)	264.62		Yes
08/04/2024	Bank transfer	HMRC	NI and PAYE	210.60		Yes
08/04/2024	Bank transfer	DALC	Annual Subscription	148.23		Yes
08/04/2024	Bank transfer	Shed Grounds Maintenance Ltd	Grounds Maintenance (1 st Payment)	364.19	60.70	Yes
08/04/2024	Bank transfer	Amazon (via Clerk)	Stationary	2.95	0.49	Yes
15/05/2024	Bank transfer	SDDC	Playground Inspection and Minor Maintenance (March 2024)	65.58	10.93	No
15/05/2024	Bank transfer	Shed Grounds Maintenance Ltd	Grounds Maintenance (2 nd Payment)	364.19	60.70	No
15/05/2024	Bank transfer	Clerk	Salary (April 2024)	252.82		No
15/05/2024	Bank transfer	Lengthsman	Lengthsman	60.00		No
15/05/2024	Bank transfer	SDDC	Playground Inspection and Minor Maintenance (April 2024)	65.58	10.93	No
15/05/2024	Bank transfer	Lengthsman	Lengthsman	60.00		No
15/05/2024	Bank transfer	SDDC	Playground Inspection and Minor Maintenance (April 2024)	65.58	10.93	No
15/05/2024	Bank transfer	C J Lewis (via Councillor Taft)	Newsletter printing	19.00		No
15/05/2024	Bank transfer	Clerk	Audit mileage	22.78		No
15/05/2024	Bank transfer	Shed Grounds Maintenance Ltd	Grounds Maintenance (3 rd Payment)	364.19	60.70	No
15/05/2024	Bank transfer	Clear Council	Insurance	469.22		No
15/05/2024	Bank transfer	East Midlands Audit Services	Internal Audit	70.00		No

29. Payments Received

i.	£50.00	Bluebell Arboretum for newsletter advert	18/04/2024
ii.	£50.00	Kilworth Machinery for newsletter advert	05/04/2024
iii.	£3911.00	SDDC First Precept payment	05/04/2024
iv.	£164.00	SDDC Council Support Grant	05/04/2024

30. Bank Balance

£13,759.88

31. Communications received since last meeting

- i. NALC: Chief executive's bulletin x 10; Newsletter x 10
- ii. DALC: Newsletter x 3; Forum; Consultation - venues 100+ capacity - Martyn's law; Pre election publicity period; Portrait of His Majesty The King for all town, parish and community councils in the UK – reminder; Roadshows
- iii. DCC: Newsletter x 7; Temporary Road Closure | Derby Road, Smisby | 01/04/2024 - 30/09/2024; Parish & Town Council Liaison Forum 16 April 2024; Parish & Town Council Liaison Forum: Presentation slides
- iv. SDDC: Playground Inspection Report x 2; Draft Statement of Community Involvement consultation; Parish Council Consultation Response; Postal Vote Changes Affecting May 2024 Elections; Safer Neighbourhoods Newsletter; Planning Consultation: Draft Statement of Community Involvement; Reminder! Final year of SD Community Grant Fund Scheme; ASB Awareness Week 2024; Contact Email Addresses; Civic Council Invitation - 23 May 2024; Flood Wardens; South Derbyshire's Draft Cycle Network Supplementary Planning Document; Please join us to celebrate the launch of Beat the Street South Derbyshire
- v. South Derbyshire CVS: Funding Bulletin x 2; Parish Councils - Community Groups; Improving Bus Services; Health and Wellbeing Bulletin x 2
- vi. Derbyshire Police: Newsletter
- vii. Community Governance Degree
- viii. Parochial Charity:
- ix. Office of the Police & Crime Commissioner for Derbyshire: Councillor Briefing - Delivery of the Police and Crime Plan
- x. Groundwork Five Counties: Charity support in your area: free employability support for out of work people
- xi. Northwest Leicestershire Council: Newsletter
- xii. East Midlands Airport: EMA Parish Forum - 11.00 on 22nd April via MS Teams; Flyer; RE: EMA Parish Forum - 11.00 on 22nd April via MS Teams; EMA Parish Forum 22nd April - slides and acronyms

The Chair thanked the Parish Councillors for attending and declared the meeting closed. The date of the next Parish Council meeting will be on Tuesday 9th July 2024 in Smisby Village Hall at 19:30.

Signed: Date: