

# Doveridge Parish Council Meeting

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Rachel Male, Clerk and Responsible Finance Officer

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## **Minutes of the Monthly Meeting of the Parish Council held at 7.30pm, Tuesday 4<sup>th</sup> January 2022**

**Present:** Cllr. Bointon, Cllr. Dews, Cllr. Goulden, Cllr. Banner, Cllr. Mason, Cllr. Buck, Cllr. Lyon and Cllr. Ogram.

In attendance: Rachel Male (Clerk).

### **01.01.22 Apologies**

Apologies were received from Cllr. Ewing, County Cllr. Bull and District Cllr. Allison.

### **02.01.22 Variation of Business**

None.

### **03.01.22 Declaration of Members Interests**

No declarations made.

### **04.01.22 Public Speaking**

No members of the public present.

### **05.01.22 Approve Minutes of the Parish Council Meeting held on 7<sup>th</sup> December 2021**

It was **RESOLVED** that minutes be approved. Proposed: Cllr. Buck, Seconded: Cllr. Lyon. The Chair, Cllr. Bointon signed the minutes as a true and accurate record.

### **06.01.22 Chairman's Announcement**

Cllr. Bointon welcomed everyone to the meeting.

### **07.01.22 Report from the Clerk on on-going matters**

#### Condition of Telephone Box (minute number 07.09.21)

BT have raised a fault for the kiosk to be visited and the missing glass replaced. They will send our photos off to their regional field officer to consider adding the kiosk to the repainting list.

#### Tree growth on corner of playing field (minute number 08.09.21 (a) iii)

Trees have now been removed and invoice has been received (to be approved this evening).

#### Playing Field Bench Order (minute number 07.07.21 (c))

Benches have arrived and will be fitted in the coming weeks/when weather allows.

#### New bins (minute number 07.09.21 (b))

Bins have been delivered and will be fitted in the coming weeks/when weather allows.

Cllr. Bointon currently empties 5 bins voluntarily and has asked if he can add a note on the bins (around the play area mainly) asking dog owners to use the bins on Sand Lane for hygiene reasons (children's play area etc).

Clerk has requested prices from DDDC for the emptying and will report to Council to make a decision when received

Small goalposts on playing field (minute number 08.09.21 (a) iv.)

Re-siting of the goal post will be completed in the coming weeks/when weather allows.

Uttoxeter Town Council, Footpaths Committee Update

No update.

Footpath between High Street + Hawthorn Close

The Order was confirmed by the Planning Inspectorate with slight modification (restricting the width available when cars are parked on drive).

DCC have already put in a request for the Order Confirmation to be advertised, notice and plan erected on site and sent to interested parties including the new owner of 15 High Street. They are hoping this will take place in the next week or so. It is hoped that the new owner will remove obstructions along the route once this is advertised and receives the notice of confirmation and confirmed Order. However, if the obstruction remains on the route, we can report to DCC Highways. It was **RESOLVED** Cllr. Bointon would aim to speak to the resident asking for the obstruction to be removed, if it is not removed by the 1st February 2022 we will attempt to remove ourselves.

Burial Grounds

Due to the Christmas break a site visit has not taken place. Site visit arranged for Thursday 6<sup>th</sup> January.

Reference the mound on Derby Road the following update was received from Cllr Cupit, DCC. After a lot of back and forth, it has been confirmed by the Area Maintenance Manager that it would be DDDC to cut the bund under the maintenance agreements, but that they wouldn't be directed to do this by DCC as it's not seen as a highways safety issue.

So, Highways Hub has suggested the Parish Council may wish to consider taking on the maintenance of the bund (just for a cultivation/trimming perspective) under a licence?

The area would be looked at when Councillors attend a site visit.

Bowls Club (consideration of Community Asset Transfer (CAT) office by DDDC)

Site visit taking place on Thursday 6<sup>th</sup> January. To be discussed at Full Council on Tuesday 1st February 2022.

Tree on allotment land (to discuss large tree growing on the allotment land)

Site visit taking place on Thursday 6<sup>th</sup> January. To be discussed at Full Council on Tuesday 1st February 2022.

Village Tree Survey

Deferred to February meeting.

Community Speed Watch Group (to consider a request to purchase equipment (camera, pop-up signage, hi vis clothing)) (minute number 17.12.21)

Clerk to order the equipment.

Grit (RESOLVED to purchase grit) (minute number 18.12.21)

Grit has been ordered.

**08.01.22 Playing Field Development** *(verbal update from Working Group)*

Cllr. Banner to ensure all groups have had a copy of the document adopted at last months meeting.

Pre-application – Clerk checking before submission there is no charge for a pre-app.

**09.01.22 Pond Project** *(update from Working Group)*

Working Group have discussed a slight change in the footpath layout (to install a small fenced viewing/pond dipping platform (about 4 x 4 metres) at the East end of the pond, to provide easy access for everyone to the side of the pond, and to include a short path each side of the viewing platform).

Clerk to arrange advertising of the survey in the coming days. First responses to be discussed at February meeting however as we will advertise in the Parish News the closing date will be determined at the February meeting.

**10.01.22 Finance**

- a) **To approve items for payment and receive update on income since last meeting**  
**RESOLVED** to make the payments in the attached schedule and note income since the last meeting. Proposed Cllr. Lyon, seconded Cllr. Banner and all Councillors voting in favour.
- b) **To consider moving NatWest bank accounts to Unity Trust Bank**  
**RESOLVED** to open a Unity Trust Bank account and once open close the NatWest accounts.  
Proposed Cllr. Lyon, seconded Cllr. Buck all Councillors voting in favour.

**11.01.22 To consider Planning Applications / Decisions**

Decisions

21/00570/REM – reserved matters application for 46 dwellings – refused 16/12/21

**12.01.22 Exclusion of the Press and Public RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.**

**13.01.22 Citizen of the Year Award** *(to consider nominations for 2021 and vote)*

Nominees were discussed and a vote took place. The outcome will be announced at the March Annual Meeting.

**14.01.22 Recruitment of a Parish Clerk**

- a) **To note current Clerk's resignation**  
**RESOLVED** to note the resignation of the Clerk, Rachel Male (dated 7.12.21 with 3-months' notice).
- b) **To agree how the position will be advertised**  
**RESOLVED** Clerk to advertise around village notice boards and Facebook. Closing date of 31<sup>st</sup> January 2022.
- c) **To appoint a staffing committee to interview and appoint a new Clerk**  
Deferred to February meeting.

**Meeting closed 20.48**

Signed by:.....

Date:.....

**Doveridge Parish Council - 4th January 2022****Payments to approve:**

Date	Method	Name	Description	Total (inc VAT)
	DD	EDF Energy (DD)	Pavilion Electric	£8.00
	BACS	Clerk	Salary	£376.00
	BACS	HMRC	NI + Tax	£94.00
	BACS	Clerk	Ink	£22.49
	BACS	DVH	Room Hire (Nov)	£24.00
	BACS	M. Johnson Tree Surgery	Remove trees from hedge row (playing field)	£250.00
	BACS	J. Bointon	Grit reimbursement	£117.45
	BACS	P.Goudlen	Christmas tree decorations for WI tree festival	£30.50
			Total	<b>£922.44</b>

**Income**

31.12.21		Natwest	Interest	£0.09
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## 2021/2022 BUDGET APPRAISAL @ 04.01.2022

Expenditure	Set Budget 2021/2022	Actual to date	Forecast to Year-end	Total forecast to year end	Variance to Budget	Notes
<b>Environmental</b>						
Mowing	£2,000.00	£1,318.24	£135.00	£1,453.24	£546.76	
Footpath Maintenance	£1,000.00	£491.00	£200.00	£691.00	£309.00	
Burial Grounds	£3,000.00	£0.00	£1,000.00	£1,000.00	£2,000.00	
Grit Filling	£300.00	£0.00	£150.00	£150.00	£150.00	
Mower Insurance + maintenance	£1,000.00	£417.99	£150.00	£567.99	£432.01	
Hedge Cutting	£800.00	£325.00	£0.00	£325.00	£475.00	
Playground	£620.00	£1,168.00	£0.00	£1,168.00	-£548.00	
Pavilion	£1,650.00	£72.00	£150.00	£222.00	£1,428.00	
Misc Repairs & Vandalism	£2,000.00	£133.00	£300.00	£433.00	£1,567.00	
Village Upkeep/Events	£2,000.00	£1,365.90	£300.00	£1,665.90	£334.10	
<b>Administration</b>						
Salary	£7,000.00	£4,668.59	£2,331.41	£7,000.00	£0.00	
Administration	£3,400.00	£2,631.04	£325.00	£2,956.04	£443.96	
<b>Projects</b>						
Village Improvements	£4,000.00	£0.00	£0.00	£0.00	£4,000.00	
S137 Donations	£600.00	£139.99	£140.00	£279.99	£320.01	
<b>Contingencies</b>						
Election Contingency	£750.00	£0.00	£0.00	£0.00	£750.00	
General Contingency	£732.00	£0.00	£0.00	£0.00	£732.00	
Pavilion	£1,000.00		£0.00			
Burial Ground	£3,170.00	£0.00	£0.00	£0.00	£3,170.00	
Planning	£750.00	£0.00	£0.00	£0.00	£750.00	
Fencing	£4,000.00	£0.00		£0.00	£4,000.00	
Playground	£2,000.00					
<b>VAT 2020/2021</b>		<b>£512.07</b>				
	<b>£41,772.00</b>	<b>£13,242.82</b>	<b>£5,181.41</b>	<b>£18,424.23</b>	<b>£23,347.77</b>	
<b>INCOME</b>	<b>Predicted 2020/2021</b>	<b>Actual</b>	<b>Predicted YE Balance</b>			
Year End Balance	£17,295.00	£19,643.82	£21,848.30		<b>Bank Balance 01.04.21</b>	<b>£19,643.82</b>
Precept	£13,277.00	£13,543.00	£-00		Outgoings since 01.04	£13,242.82
DDDC Reimbu Play field & BG	£1,901.00	£1,172.78	£-00		Income since 01.04	£19,019.44
Reclaim Footpaths	£495.00	£495.00	£-00			<b>£25,420.44</b>
Solar Farm Rent	£2,700.00	£2,830.50	£-00		<b>Bank balance 04.01.22</b>	<b>£25,420.44</b>
Other Rent	£811.00	£69.46	£740.00		Santander A/C approx	£29.08
VAT 2020/2021	£1,500.00	£593.89	£-00			<b>£25,449.52</b>
Reserve Account Interest	£30.00	£0.81	£0.36			
General reimburse	£100.00	£314.00	£868.91			
	<b>£38,109.00</b>	<b>£38,663.26</b>	<b>£1,609.27</b>			

Minus YE Balance

£19,019.44

RECONCILED