

Doveridge Parish Council Agenda

Kate Darcy, Clerk and Responsible Finance Officer
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Minutes of Parish Council Meeting – 1st November 2022

01.11.22 To receive apologies for absence

Apologies received from Cllr Bull, Cllr Buck and Cllr Bointon

02.11.22 Variation of Order of Business

No variation to order of business

03.11.22 Declaration of Members Interests

No declarations made

04.11.22 Public Speaking

A member of the public attended the meeting to ask if an allotment waiting list was still operational. The Clerk advised that there is still a waiting list, and the Parish Council were currently in the process of updating it. The Parish Clerk also confirmed that the e mail address for the Clerk has not changed. A query was also raised regarding a missing finger post on a public footpath which will be reported.

05.11.22 To approve the Minutes of the Parish Council held on the 4th October 2022.

It was **resolved** to approve the minutes of 4th October 2022 Proposed Cllr Dews, seconded Cllr Ogram.

06.11.2022 Chairmans Announcements

Vice Chair Cllr Lyon will chair the meeting as Cllr Bointon is not in attendance.

07.11.22 Finance

It was **resolved** to approve all income and payments made and to make payments shown on the attached Schedule. Proposed Cllr Goulden, seconded Cllr Ewing

08.11.22 Budget 2023-2024

The proposed budget for 2023-24 was discussed. This will be carried forward to next meeting to allow for full consideration before approval.

09.11.22 Report from Parish Clerk on on-going matters

-Cost of Lamppost load testing for summer flower display. It was **resolved** to approve a quotation of £237.48 including VAT. Proposed Cllr Dews seconded Cllr Goulden. Parish Clerk will organise inspection.

-Cost of Lamppost flowers display summer 2023. It was **resolved** to approve a quote of £1546.03 including VAT. It was agreed to move two displays from the centre of the village to the roundabout entering the village. Proposed Cllr Ewing seconded Cllr Dews. Parish Clerk will order.

-Electrical works at Pavilion. It was **resolved** to accept a quote of £450 plus VAT for upgrading of consumer unit at sports pavilion. Proposed Cllr Ogram seconded Cllr Goulden. Parish Clerk will instruct contractor.

-Stump Grinding. It was resolved NOT to accept quotation of £650 plus VAT for stump grinding of felled tree. Alternative methods of dealing with stump will be investigated.

-Exercise Equipment. It was **resolved** to pay outstanding balance for exercise equipment of £5717.99 including VAT. Proposed Cllr Dews, seconded Cllr Mason

-Bin Liners for playing fields. It was **resolved** for Clerk to purchase bin liners for playing fields at £39.95 and that the Clerk was approved to purchase every six months as required and to notify the Parish Council if there were any significant increases in costs. Proposed Cllr Goulden seconded Cllr Mason

-To agree donation to Royal British Legion Poppy Appeal. It was **resolved** to donate £120 which would include the cost of the wreath for the remembrance service. Proposed Cllr Goulden seconded Cllr Mason

-Meadow View Tree works – Parish Clerk advised quotes were being arranged for two more areas of work required. It was **resolved** NOT to accept quotation of £650 plus VAT for stump grinding of felled tree. Alternative methods of dealing with stump will be investigated by the Parish Council.

-Parish Councillor Vacancy. Three enquiries have been received but no application to date. A further enquiry was received after the closing date. It was **resolved** to extend the closing date to the next meeting and to re-advertise. Proposed Cllr Lyon seconded Cllr Dews.

-Community Asset Transfer (CAT). Burial Ground has not yet transferred to Parish Council. Completion is anticipated in the next week or so. It was **resolved** for Parish Clerk to attend Burial Ground Management Training with DDDC at a cost of £50. Proposed Cllr Lyon seconded Cllr Dews. The burial ground working group (Cllr Lyon, Cllr Ewing, Cllr Mason and the Parish Clerk will convene once transfer is complete. Clerk will progress other potential CAT transfers as requested.

-401 Bus Service. The bus company has received funding from Staffordshire and Derbyshire County Councils for a 6-month period. The Parish Council will continue to pursue this with our MP and District and County Councils.

-The pathway between Alms Road and Cavendish Close has been reported to DCC twice by the Parish Council to get the overgrown hedges/vegetation cut back and moss cleared. We await an update. We have requested that this becomes part of our Rights of Way so that we can arrange maintenance – it is currently an adopted highway under DCC control.

10.11.22 On-going Review of Policies

Risk Management Schedule – It was **resolved** to approve this policy. Proposed Cllr Lyon seconded Cllr Ogram. It was **resolved** to approve the proposed Policy Review Schedule for policies subject to any legislative changes. Proposed Cllr Dews seconded Cllr Ewing.

11.11.22 The Well

The annual H&S safety inspection had been carried out by Cllr Goulden; no action is required. It was **resolved** to purchase Heather plants that had died with a budget of up to £50. Proposed Cllr Goulden seconded Cllr Lyon.

12.11.22 Playing Field

The pitch hire agreement review is nearing completion following a second meeting with the football club organiser. The new agreement and invoice will be issued in November.

13.11.22 Pond Project

Approximately 200 bulbs have been planted around the perimeter of the wildflower area. Additional quotes are being sought for the viewing platform.

14.11.22 Planning Applications

Decisions.

Doveridge and Sudbury – 22/00857/FUL – Rectory Farm Main Rd Sudbury. Cattle accommodation building – granted with conditions, 5/10/22.

Doveridge and Sudbury – 22/01013/PDE (permitted development enquiry) – 43 Sudbury Park, Sudbury – application for larger home extension –permitted with conditions, 10/10/22.

T/22/99134/TCA – (application for work to tree in conservation area) Corner House, School Lane Sudbury – fell 1 conifer tree – permitted 13/10/22.

22/01015/FUL – Pine Lodge, Brocksford Hall, Derby Rd. Two storey rear extension, new roof and loft conversion. Granted with conditions 25/10/22.

22/00318/DCOND – The White House, 5 Hall Lane. Discharge of conditions 2, 7 and 8 of application 22/00318/FUL- erection of 1 dwellinghouse. Condition 2 relates to materials, condition 7 relates to provision of on-site storage/manoeuvring/unloading space and condition 8 relates to discharge of water from the development onto the highway. Conditions discharged in full, 26/10/22.

22/01023/TELE – Vodafone and 02 telecoms mast northeast of unnamed road from A515 to Sudbury Prison, Sudbury – prior approval not required (i.e. the development can be done without planning permission, in accordance with the details submitted). The proposal is to replace the electronic communications equipment including a replacement 20m monopole mast with 6 antennas, enabling radio equipment and development works. Decision date 26/10/22.

Applications

Doveridge - 22/01160/FUL – 10 Florence Drive. Proposed single storey rear and side extension and alterations. Noted.

15.11.22 Burial Ground

Community Asset Transfer (CAT). Burial Ground has not yet transferred to Parish Council. Completion is anticipated in the next week or so. It was **resolved** for Parish Clerk to attend Burial Ground Management Training with DDDC at a cost of £50. Proposed Cllr Lyon seconded Cllr Dews. The burial ground working group (Cllr Lyon, Cllr Ewing, Cllr Mason and the Parish Clerk will convene once transfer is complete. Clerk will progress other potential CAT transfers as requested.

16.11.22 Correspondence

No correspondence received.

17.11.22 Parish Magazine

Cllr Ewing volunteered to submit an article to the Parish Magazine.

18.11.22 Meeting Close

Meeting closed at 8.35pm

Doveridge Parish Council - 1st Nov 2022

Payments already made and to be approved:

Date	Method	Name	Description	Total (inc VAT)
05/10/2022	DD	EDF	Pavillion Electric	£ 28.00
28/10/2022	BACS	K. Darcy	Salary inc additional hours worked	£ 860.38
28/10/2022	BACS	K. Darcy	TAX and NI	£ 196.00
15/10/2022	BACS	K.Darcy	Reimbursement for Lamp post poppies	£ 150.00
01/10/2022	DD	Currys	Laptop Insurance	£ 7.99
27/10/2022	BACS	Bradley and Jeffries	Solilcitor fees for Burial Ground	£ 620.00
01/11/2022	DD	Currys	Laptop Insurance	£ 7.99

Payments to approve:

Date	Method	Name	Description	
	BACS	JB Mowing	Groundsmen	£ 452.50
	BACS	Doveridge Village Hall	Room Hire	£ 12.00
	BACS	Freshair Fitness	Balance for gym equipment	£ 5,717.99
	BACS	Amazon	purchase bin bags for playing field bins	£ 39.95
	BACS	cantena	load inspection for lamppost flowers	£ 237.48
	BACS	K. Darcy	Expenses	£ 22.49
	BACS	LG Woodward	Electrical testing at pavillion	£ 168.00
			Total	£8,520.77

Income

Bank Interest		Nat West		£ 1.94
Bank Interest		Nat West		£ 3.50
				£ 5.44

2022/2023 BUDGET APPRAISAL @ 1st November 2022

	Set Budget 2022/2023	Actual to date	Forecast to Year-end	Total forecast to year end	Variance to Budget	Notes
Environmental						
Mowing	£ 2,000.00	£777.70	£500.00	£1,277.70	£722.30	
Footpath Maintenance	£ 1,000.00	£440.00	£200.00	£640.00	£360.00	
Burial Grounds	£ 6,500.00	£623.00	£0.00	£623.00	£5,877.00	ANY SPEND TO END OF MARCH??
Grit Filling	£ 200.00	£0.00	£150.00	£150.00	£50.00	
Mower Insurance + maintenance	£ 1,000.00	£618.51	£430.00	£1,048.51	-£48.51	
Hedge Cutting	£ 500.00	£0.00	£480.00	£480.00	£20.00	
Playground	£ 2,000.00	£127.23	£2,000.00	£2,127.23	-£127.23	£1872.77 to spend by March
Pavilion	£ 500.00	£291.00	£980.00	£1,271.00	-£771.00	0/spend:New consumer unt. Socket & elec testing
Misc Repairs & Vandalism	£ 1,500.00	£0.00	£0.00	£0.00	£1,500.00	
Village Upkeep/Events	£ 2,000.00	£116.90	£0.00	£116.90	£1,883.10	put towards cost of sids
Village Flowers	£ 1,500.00	£1,629.95	£0.00	£1,629.95	-£129.95	
Tree works	£ 2,000.00	£420.00	£1,580.00	£2,000.00	£0.00	£1580 to spend by march
Administration						
Salary	£ 10,000.00	£5,628.68	£3,708.00	£9,336.68	£663.32	
Administration	£ 4,100.00	£3,199.06	£420.00	£3,619.06	£480.94	
Projects						
Village Improvements	£ 5,000.00	£5,328.37	£13,417.19	£18,745.56	-£13,745.56	EBal Gym and Sids cost £14,448.00 received in grants
S137 Donations	£ 600.00	£150.00	£240.00	£390.00	£210.00	
Contingencies						
Election Contingency	£ 1,000.00	£0.00	£0.00	£0.00	£1,000.00	
General Contingency	£ 4,500.00	£0.00	£0.00	£0.00	£4,500.00	
Pavilion	£ 2,000.00	£0.00	£0.00	£0.00	£2,000.00	
Planning	£ 1,250.00	£0.00	£0.00	£0.00	£1,250.00	
Fencing	£ 6,000.00	£0.00	£3,000.00	£3,000.00	£3,000.00	spend £3k this year on fencing
VAT		£1,440.26				
	£55,150.00	£20,790.66	£27,105.19	£47,895.85	£7,254.15	
INCOME	Predicted	Actual	Predicted Y/E Balance			
Year End Balance	£ 21,400.00		£ 23,057.76			
Precept	£ 28,381.00	£28,381.00	£ -			
DDDC Reimbu Play field	£ 1,373.00	£1,396.58	£ -			
Reclaim Footpaths	£ 495.00	£445.00	£ -			
Solar Farm Rent	£ 2,700.00	£0.00	£ -			
Other Rent	£ 800.00	£330.46	£ -			
VAT 2021/2022		£640.28	£ -			
Grants	£ -	£15,488.00	£ -			
Reserve Account Interest	£ 1.00	£9.83	£ 4.00			
General reimbur		£0.00	£ -			
	£ 55,150.00	£46,691.15	£ 4.00			

Minus YE Balance

£46,691.15

Bank Balance 01.04.22	£24,258.46	
Outgoings since 01.04	£20,790.66	✓
Income since 01.04	£46,691.15	✓
	£50,158.95	✓
Bank balance 01 Nov 22	£50,158.95	✓
Santander A/C approx	£ 29.08	
	£50,188.03	

RECONCILED

Doveridge Parish Council

Bank Reconciliation as 1st November 2022

Opening Balance as at 1st April 2022	£24,258.46
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Payments since 01.04.21	£ 20,790.66
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Receipts since 01.04.21	£ 46,691.15
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	<u>£ 50,158.95</u>
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Difference Bank/Budget Appraisal	£0.00
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Bank balance as at 1st Nov 2022

Natwest Current Account	£ 36,263.15
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Natwest Reserve Account	£ 10,727.80
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Natwest Burials Ground Account	£ 3,168.00
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Total	<u>£50,158.95</u>
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Santander Account approx.	£ 29.08
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Total	<u>£ 50,188.03</u>
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