

# Doveridge Parish Council Minutes

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## **Minutes of Doveridge Parish Council meeting held 4<sup>th</sup> October 2022 at 7.30pm**

### **01.10.22 To receive apologies for absence.**

Apologies received from District Cllr. Allison

### **02.10.22 Variation of Order of Business.**

There was no variation to the order of business.

### **03.10.22 Declaration of Members Interests.**

Cllr Ogram declared an interest in agenda item 21.

### **04.10.22 Public Speaking**

No members of the public were present.

### **05.10.22 Election of Vice Chair**

The Chairman asked for nominations to the position of Vice Chair. Cllr. Ewing proposed Cllr. Lyon. This was seconded by Cllr. Ogram. All in favour. It was **resolved** that Cllr. Lyon would take up the position of Vice Chair.

### **06.10.22 To approve the Minutes of the Parish Council held on the 30<sup>th</sup> of August 2022.**

It was **resolved** to approve the minutes of 30<sup>th</sup> August 2022.

### **07.10.22 Chairmans Announcements**

Cllr. Bointon welcomed everyone to the meeting and congratulated Cllr. Lyon on appointment to Vice Chair.

### **08.10.22 Finance**

It was resolved to approve all income and payments made and to make payments shown on the attached Schedule. Proposed Cllr. Buck, Seconded Cllr. Dews. In addition, the Parish Clerk provided quotation of £415 (no vat) for tree works agreed in Meadow View area. It was **resolved** to approve this quotation. Proposed Cllr. Ogram, seconded Cllr. Goulden. All in favour.

### **09.10.22 Report from Clerk on on-going matters**

- Opening of Gym equipment on playing field has been planned for Saturday 8<sup>th</sup> October 2022 10.30-1200
- 3 enquiries had been received for Parish Councillor vacancy, no applications to date.
- Clerk had re-submitted to DCC concerns regarding footpath between Cavendish Close and Alms Road.
- DET funding application for work required on playing field had been submitted.
- Quotation received for Electrical Testing at Pavilion £144 plus VAT. It was resolved to accept this quotation and for clerk to arrange for works. Proposed Cllr Bointon, seconded Cllr. Lyon. Two other companies had been approached but had not responded. The work needs to be completed this quarter.

- We are awaiting a quotation for maintenance/repairs to children's playground.

#### **10.10.22 On-going Review of Policies**

It was **resolved** to accept the review/update to the following policies.

- Expenses Policy; Proposed Cllr. Ewing, seconded Cllr. Dews – All in favour
- Co-option Policy; Proposed Cllr. Bointon, seconded Cllr. Dews – All in favour.
- H&S inspection of Assets; Proposed Cllr. Ogram, seconded Cllr Buck. It was agreed that the following Cllrs. Will take responsibility for the various areas of the inspection of Assets.
  - Pavilion/Playground/Gym – Cllr Bointon
  - The Well – Cllr. Goulden
  - Bus Shelters & Grit Bins – Cllr. Bointon

The risk management schedule is being updated by Cllr. Lyon and the Parish Clerk for approval at next meeting.

#### **11.10.22 Speed Indicator Devices**

Cllr. Ogram advised that the order had been placed with the preferred contractor and the speed indicator devices are in production. It is anticipated that installation will be late November to early December. The parish Clerk will write to Cllr. Alison to thank her for the contribution from the Local Projects Fund.

#### **12.10.22 Allotments**

There are currently 12 people on the allotment waiting list. The Parish Clerk would make contact to confirm eligibility and confirm allotments are still requested. Cllr. Goulden will review guidance and agreements and overall management of allotments and update the Parish Council.

#### **13.10.22 Playing Field**

The lease agreement for football club is being updated following recent discussions with Cllr. Bointon and Cllr. Lyon and the organiser of Doveridge Football Club. A draft new agreement was proposed by Cllr. Lyon and seconded by Cllr. Ewing. All in favour.

Following issues raised by the Village Hall Committee via Cllr. Mason, the Parish Council will contact the Football Club regarding parking issues being experienced by the village hall users. The Parish Council has no power to control parking on the village hall car park but is happy to work with the village Hall Committee to resolve issues. Cllr Mason will update the Village Hall committee with suggestions made.

#### **14.10.22 Service of Remembrance**

The Parish Council will again display remembrance poppies around the village. It was **resolved** to purchase additional poppies to the value of £150 due to increase in residential properties. Proposed Cllr. Bointon, seconded Cllr. Ogram. All in favour. Clerk will order poppies. The Parish Council will also provide a wreath and attend the remembrance service at St. Cuthberts Church.

#### **15.10.22 Lamppost Flowers**

It was **resolved** to purchase lamppost flowers for display in 2023. Feedback to Councillors on the floral displays has been positive. Proposed Cllr. Buck, seconded Cllr. Mason. Clerk will obtain Quotation.

#### **16.10.22 Pond Project**

Quotes have been received by the working party for the erection of a viewing platform. Further quotes will be obtained by Cllr. Goulden and Buck. The group have recently been advised by DDDC that planning permission will be required. Once the working group have

determined the exact specification for the viewing platform the Parish Council will seek pre-application planning permission.

### **17.10.22 Planning Applications**

New applications

**22/01013/PDE** – 43 Sudbury Park Sudbury. Application for larger home extension – single storey rear extension projecting 5m from rear wall with eaves height of 2.7m and maximum height of 3.7m. Validated 31/8/22.

**22/01015/FUL** – Pine Lodge Brocksford Hall Derby Rd. Two storey rear extension, new roof and loft conversion. Validated 1/9/22. The roof of part of the building is to be raised and 2 further bedrooms will be created. The property is well set back from the road, within the complex.

Decisions

**22/00598/FUL** – land to south of Rhodeside Hall Drive – change of use and conversion of stable building to form 1 dwellinghouse. Granted with conditions 9/9/22

**22/00878/FUL** – Rycroft, 5 Lower St – demolition of existing attached outbuilding and replacement with single storey extension. Granted with conditions, 16/9/22.

### **18.10.22 Burial Ground**

The Parish Council signed contracts for the transfer of the Burial Ground in August. We await signing by DDDC to complete the transfer.

### **19.10.22 Correspondence**

- Letter from resident regarding trees to rear of Meadow View. Parish Council will obtain guidance and necessary quotes from a tree surgeon.

- E mail from resident concerning speeding on High Street. This is a Derbyshire County Council issue and Parish Council have provided contacts and information to resident.

- Request for information for Wildflower verge in Lower Lane. The Parish Council have highlighted presence of Snow Drops in this area. Resident provided with contact and information at DDDC.

- E mail from Scouts requesting decorating of Bus Shelter in December. Cllr Ewing will liaise with the W.I. and update the Scouts.

### **20.10.22 Exclusion of the Press and Public**

Cllr. Ogram left the meeting. The Parish Clerk left the meeting.

### **21.10.22 To review hours worked by Parish Clerk**

It was resolved to pay clerk for additional hours worked (26 hours) and to increase contracted weekly hour worked to 12 hours per week. Proposed Cllr. Goulden, Seconded Cllr. Dews. All in favour. Cllr Ogram and Parish clerk returned to the meeting.

### **22.10.22 Parish Magazine**

Cllr. Dews has volunteered to submit Parish Council article next month

### **23.10.22 MEETING CLOSE – 21.45**

**Doveridge Parish Council - 30th August 2022**

**Payments already made and to be approved:**

Date	Method	Name	Description	Total (inc VAT)
05/09/2022	DD	EDF	Pavillion Electric	£ 28.00
30/09/2022	BACS	K. Darcy	Salary	£ 494.03
30/09/2022	BACS	K. Darcy	TAX and NI	£ 104.40
30/00/2022	BACS	K. Darcy	Reimburse for Microsoft 365 Licence	£ 79.99
02/09/2022	DD	Currys	Laptop Insurance Aug	£ 7.99
03/09/2022	BACS	J. Barton	Signwriter for COY Award Board	£ 80.00
20/09/2022	BACS	Gallagher Ins	Additional insurance for exercise equipment	£ 29.23
01/10/2022	DD	Currys	Laptop Insurance Sep	£ 7.99

**Payments to approve:**

Date	Method	Name	Description	
	BACS	JB Mowing	Groundsmen	£ 151.50
	BACS	Doveridge Village Hall	Room Hire	£ 12.00
	BACS	Dalc	Training x2 for Clerk	£ 60.00
	BACS	Cllr J Bointon	Mileage @ 0.45p x 36 Miles for Solicitor visit	£ 16.20
	BACS	Cllr J Bointon	Parking for Solicitor visit	£ 2.50
	BACS	K. Darcy	Expenses	£ 9.99
			<b>Total</b>	<b>£1,083.82</b>

**Income**

15/09/2022	BACS	PCC	Grant for SIDS	£ 3,879.00
20/09/2022	BACS	DDDC Local Project Fund	Contribution from Cllr Allison LPF	£ 800.00

## 2022/2023 BUDGET APPRAISAL @ 30th September 2022

	Set Budget 2022/2023	Actual to date	Forecast to Year-end	Total forecast to year end	Variance to Budget	Notes
<b>Environmental</b>						
Mowing	£ 2,000.00	£648.70	£0.00	£648.70	£1,351.30	
Footpath Maintenance	£ 1,000.00	£417.50	£0.00	£417.50	£582.50	
Burial Grounds	£ 6,500.00	£0.00	£0.00	£0.00	£6,500.00	
Grit Filling	£ 200.00	£0.00	£0.00	£0.00	£200.00	
Mower Insurance + maintenance	£ 1,000.00	£618.51	£0.00	£618.51	£381.49	
Hedge Cutting	£ 500.00	£0.00	£0.00	£0.00	£500.00	
Playground	£ 2,000.00	£127.23	£0.00	£127.23	£1,872.77	
Pavilion	£ 500.00	£263.00	£0.00	£263.00	£237.00	
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	
Village Flowers	£ 1,500.00	£1,635.50	£0.00	£1,635.50	-£135.50	Lampost testing
Tree works	£ 2,000.00	£420.00	£0.00	£420.00	£1,580.00	
<b>Administration</b>						
Salary	£ 10,000.00	£4,154.74	£0.00	£4,154.74	£5,845.26	
Administration	£ 4,100.00	£3,530.44	£0.00	£3,530.44	£569.56	
<b>Projects</b>						
Village Improvements	£ 5,000.00	£6,515.32	£0.00	£6,515.32	-£1,515.32	£5717.99 dep ex equip (Grant £9809)
S137 Donations	£ 600.00	£0.00	£0.00	£0.00	£600.00	
<b>Contingencies</b>						
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	£0.00	£0.00	£6,000.00	
<b>VAT</b>		£225.26				
	£55,150.00	£18,673.10	£0.00	£18,673.10	£36,476.90	
<b>INCOME</b>	<b>Predicted</b>	<b>Actual</b>				
Year End Balance	£ 21,400.00	£24,258.46				
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	£4.39				
General reimbur		£0.00				
	£ 55,150.00	£70,944.17				

Minus YE Balance

£46,003.71

Bank Balance 01.04.22 £24,258.46  
 Outgoings since 01.04 £18,673.10 ✓  
 Income since 01.04 £46,685.71 ✓  
**£52,271.07** ✓

**Bank balance 30.08.22** £52,271.07 ✓  
 Santander A/C approx £ 29.08  
**£52,300.15**

RECONCILED

## Doveridge Parish Council

### Bank Reconciliation as 30th September

Opening Balance as at 1st April 2022	£24,258.46
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Payments since 01.04.21	£ 18,673.10
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Receipts since 01.04.21	£ 46,685.71
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	<u>£ 52,271.07</u>
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Difference Bank/Budget Appraisal	£0.00
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### Bank balance as at 30th September 2022

Natwest Current Account	£ 38,380.71
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Natwest Reserve Account	£ 10,722.36
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Natwest Burials Ground Account	£ 3,168.00
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<b>Total</b>	<u><b>£52,271.07</b></u>
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Santander Account approx.	£ 29.08
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<b>Total</b>	<u><b>£ 52,300.15</b></u>
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