

# Doveridge Parish Council Meeting

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Kate Darcy, Clerk and Responsible Finance Officer  
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## **Minutes of the Monthly Meeting of the Parish Council held at 7.30pm, Tuesday 5<sup>th</sup> April 2022**

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

In attendance: Kate Darcy (Clerk).

### **01.04.22 Apologies**

Apologies were received from County Cllr. Bull.

### **02.04.22 Variation of Business**

None.

### **03.04.22 Declaration of Members Interests**

None

### **04.04.22 Public Speaking**

A member of the public was in attendance but did not wish to address the meeting.

County Cllr. Bull provided the meeting with the following update.

*Cllr. Bull sends his apologies for this evening's meeting but wanted to give the Parish Council an update regarding the re-surfacing work required at Derby Road.*

*Cllr. Bull wanted to express his disgust and disappointment that the works had been removed from the schedule for 2022/3.*

*Cllr Bull has put in a formal complaint to Barry Lewis (Leader of County Council), Julian Gould (Highways Director DCC) and Chris Henning (Executive Director DCC) This outlines the numerous complaints received about damage to vehicles from residents and stressing that he (Cllr. Bull) feels this is now a H&S issue.*

*Cllr Bull wants to assure the Parish Council that he is continuing in his efforts to get this work completed*

### **05.04.22 Approve Minutes of the Parish Council Meeting held on 1st March 2022**

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

### **06.04.22 Chairman's Announcement**

Cllr. Bointon welcomed everyone to the meeting.

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

### Community Speed Watch Group (minute number 17.12.21)

Camera and signage have been delivered; suitable storage is being investigated. Note overspend of £13.11 **RESOLVED:** Agreed to make payment with regard to Overspend

### Bank account move to Unity Trust (minute number 10.01.22 b) RESOLVED to open a Unity Trust Bank account and once open close the NatWest accounts)

Unity is currently not taking on a new account holder until their back log is cleared, the Clerk will monitor the situation and apply when possible. **NO UPDATE**

### Playing field litter bin emptying (minute number 19.02.22) RESOLVED to accept DDDC quote of approx. £455 per year.

On-going; Bin locations and pictures have now been sent to DDDC

Derby Road/Cook Lane (road line marking) – Clerk has previously chased DCC regarding the re-painting of junction. Clerk to chase again.

### Lamppost Flowers

9 baskets (18 halves) have been ordered at cost of £1437 including VAT. They will be in place in June and removed towards the end of September/beginning of October. We await receipt of Licence from DCC.

### Village Trees

Anticipate receipt of Tree Survey W/C 11<sup>th</sup> April.

### Annual Parish Council Meeting

Note: Meeting on 3<sup>rd</sup> May will include annual review of policies and sign off of the annual accounts and Governance Statement. Meeting will commence at 7pm. Clerk will send items for review prior to meeting.

### Change to Meeting Dates in May and September

Confirmation that the June meeting will move forward to 26<sup>th</sup> May, and the September meeting will be held on Tuesday 30<sup>th</sup> August.

## **08.04.22 DALC Annual Subscription and Payments**

**RESOLVED** to renew Annual Subscription to DALC £449, to make payment for Clerk Essential Training 1 & 2 £80, end of year accounts training £30, and £20 payment for Filing Cabinet from DALC. Proposed Cllr. Goulden, Seconded Cllr. Ewing

## **09.04.22 Finance – Income and payments to 5<sup>th</sup> April 2022 (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. Ewing, Seconded Cllr. Dews

## **10.04.22 To confirm and agree the accounts to 31<sup>st</sup> March 2022**

**RESOLVED** that the accounts to 31<sup>st</sup> March as submitted, be agreed. Proposed Cllr. Goulden, Seconded Cllr. Ewing

#### **11.04.22 Playing Field Development** *(verbal update from Working Group)*

Pre application response has been received. **RESOLVED** Cllr. Banner will liaise with Scout Group on potential options. Cllr. Ogram will contact Football club regarding storage facility.

#### **12.04.22 Pond Project** *(update from Working Group)*

Work has commenced on the Wildflower meadow and the Parish Council would like to thank the willing volunteers supported by the working group members. **RESOLVED** Letter of thanks to be drafted by Cllr Ewing. Thanks to be posted on social media by clerk.

#### **13.04.22 Speed Indicator Devices Trial.**

**RESOLVED** Working Group Cllr. Bointon, Cllr. Banner and Cllr. Ogram would review and progress towards application for grant and inclusion in DDDC trial.

#### **14.04.22 To consider Planning Applications**

##### New applications

22/00318/FUL – land adjacent to The White House, 5 Hall Lane Doveridge. Erection of 1 dwellinghouse. – Noted

##### Decisions:

T/21/00219/TPO – Highcroft, Lower St Doveridge. Works to 2 protected trees. Refused 15/3/22 - Noted

22/00051/FUL – 17 Waterpark Rd Doveridge, single storey rear extension and single storey side extension. Approved 8/3/22. - Noted

#### **15.04.22 Community Assets Transfer Update**

Burial Ground -Following a further site meeting, DDDC are now drawing up contract for transfer of ownership to Parish Council, hopefully by the end of May. Clerk to follow up on other possible sites.

#### **16.04.22 Uttoxeter Town Council – Footpaths Committee**

Project to create a history footpath trail from Dove Cottages (Uttoxeter) to Doveridge Suspension Bridge is ongoing. Meeting held with Cllr Banner on 12<sup>th</sup> March who will update Parish Council on future developments.

#### **17.04.22 Playground**

-Grant Application for exercise equipment: **RESOLVED:** Cllrs to identify equipment for grant application to be submitted. Clerk to arrange site meeting.

-Playground Inspections – Annual Inspection due in May. **RESOLVED:** Cllr Bointon and Cllr Banner will review any actions outstanding actions. Clerk to contact insurance to confirm what/if any additional inspections are required.

## 18.04.22 Queens Platinum Jubilee

*-DDDC Grant for Queens Platinum Jubilee.*

**RESOLVED:** To apply for grant for Wildflower Meadow and memorial bench. Cllr Mason to liaise with Village Hall Committee to obtain details of planned Jubilee activity for consideration at next Parish Council meeting.

*-Preservation Society Memorial Tree – to be carried forward to next meeting.*

*-Noted e mail from resident:* unable to gain support from residents/organisations for village event.

## 19.04.22 Ukraine Appeal

95 Boxes, 7 carloads of essential equipment have been donated by Doveridge residents. The Parish Council would like to thank Cllr. Goulden and family for organising this on behalf of the Parish Council and would like to extend thanks to the generous residents in the village.

## 20.04.22 -Neighbourhood Plan

**RESOLVED;** Clerk to contact DDDC to ascertain any changes to Local plan that may affect Neighbourhood Plan.

## 21.04.22 DCC Minerals Local Plan Consultation

Local consultation meetings are taking place across the district. **RESOLVED;** No action to take at present but the situation would be monitored.

## 22.04.22 Correspondence

*Email from resident – Precept*

Resident contacted and provided with required information.

## 23.04.22 Bus Shelter

**RESOLVED;** Parish Council confirmed they are happy for the WI to continue to decorate the dis-used Bus Shelter. The WI would be asked to notify Parish Council of when their lovely displays are to be put up and removed.

**24.04.22 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.**

*Clerk, Kate Darcy left the room.*

## 25.04.22 Staff Salary Review

**RESOLVED;** Parish Council agreed to adopt the DDDC annual Salary Review for Parish Clerks.  
*Clerk, Kate Darcy re-joined the meeting.*

**Meeting closed 21.48**

Signed by:.....

Date:.....

# **Doveridge Parish Council - 5th April 2022**

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

| <b>Date</b> | <b>Method</b> | <b>Name</b> | <b>Description</b>       | <b>Total (inc VAT)</b> |
|-------------|---------------|-------------|--------------------------|------------------------|
| 04.03.22    | DD            | EDF Energy  | Pavilion electric        | £28.00                 |
| 07.03.22    | DD            | ICO         | GDPR and Data Protection | £35.00                 |
| 25.3.22     | BACS          | Rmale       | Salary                   | £515.62                |
| 25.3.22     | BACS          | HRMC        | Month 12 Tax             | £244.62                |
| 25.3.22     | BACS          | K. Darcy    | Salary                   | £598.43                |
| 04.04.22    | DD            | EDF Energy  | Pavilion electric        | £28.00                 |

## **Payments to approve:**

| <b>Date</b>  | <b>Method</b> | <b>Name</b>   | <b>Description</b>                                      |                  |
|--------------|---------------|---------------|---|------------------|
|              | BACS          | DALC          | Annual Subscription                                     | £449.17          |
|              | BACS          | DALC          | Donation for Filing Cabinet                             | £20.00           |
|              | BACS          | J Banner      | Mileage for collection of cabinet from Dalc             | £22.50           |
|              | BACS          | JB Mowing     | Mowing of Playing Field                                 | £57.00           |
|              | BACS          | DALC          | Essential Clerk Training 1 &2                           | £80.00           |
|              | BACS          | Clerk KD      | Expenses (office supplies, key cut, mouse ink for march | £80.04           |
|              | BACS          | Clerk RM      | Expenses CSW radar, and laptop ins                      | £330.69          |
|              | BACS          | Protect Signs | Community speedwatch activity signs                     | £195.11          |
|              | BACS          | Village Hall  | Room Hire (March)                                       | £24.00           |
| <b>Total</b> |               |               |   | <b>£2,708.18</b> |

## **Income**

|              |  |         |  |                  |
|--------------|--|---------|--|------------------|
| 31.3.22      |  | Natwest | interest to 31st March                     | £0.09            |
| 01.04.22     |  | DCC     | S. Bull Communiy leadership scheme for CWS | £500.00          |
| 04.04.22     |  | DDDC    | Reimbursement for Playing Field Mowing     | £1,396.58        |
| <b>Total</b> |  |         |  | <b>£1,896.67</b> |



## Doveridge Parish Council

### Bank Reconciliation as 31st March 2022

|  |                          |
|--|--------------------------|
| <b>Opening Balance as at 1st April 2021</b>  | <b>£19,643.82</b>        |
| Payments since 01.04.21                      | £18,318.15               |
| Receipts 01.04.21                            | £22,932.79               |
|  | <b><u>£24,258.46</u></b> |
| Difference                                   | £0.00                    |
| <b>Bank balance as at 28th February 2022</b> |                          |
| Natwest Current Account                      | £10,372.49               |
| Natwest Reserve Account                      | £10,717.97               |
| Natwest Burials Ground Account               | £3,168.00                |
| <b>Total</b>                                 | <b><u>£24,258.46</u></b> |
| Santander Account approx.                    | £29.08                   |
| <b>Total</b>                                 | <b><u>£24,287.54</u></b> |

## 2021/2022 BUDGET APPRAISAL @ 31.3.22

| Expenditure                   | Set Budget<br>2021/2022 | Actual to date    | Forecast to<br>Year-end | Total forecast to<br>year end | Variance to<br>Budget | Notes |
|-------------------------------|-------------------------|-------------------|-------------------------|-------------------------------|-----------------------|-------|
| <b>Environmental</b>          |                         |                   |                         |                               |                       |       |
| Mowing                        | £2,000.00               | £1,368.24         | £0.00                   | £1,368.24                     | £631.76               |       |
| Footpath Maintenance          | £1,000.00               | £491.00           | £0.00                   | £491.00                       | £509.00               |       |
| Burial Grounds                | £3,000.00               | £0.00             | £0.00                   | £0.00                         | £3,000.00             |       |
| Grit Filling                  | £300.00                 | £117.45           | £0.00                   | £117.45                       | £182.55               |       |
| Mower Insurance + maintenance | £1,000.00               | £768.39           | £0.00                   | £768.39                       | £231.61               |       |
| Hedge Cutting                 | £800.00                 | £557.50           | £0.00                   | £557.50                       | £242.50               |       |
| Playground                    | £620.00                 | £1,168.00         | £0.00                   | £1,168.00                     | -£548.00              |       |
| Pavilion                      | £1,650.00               | £116.00           | £0.00                   | £116.00                       | £1,534.00             |       |
| Misc Repairs & Vandalism      | £2,000.00               | £133.00           | £0.00                   | £133.00                       | £1,867.00             |       |
| Village Upkeep/Events         | £2,000.00               | £1,870.68         | £0.00                   | £1,870.68                     | £129.32               |       |
| <b>Administration</b>         |                         |                   |                         |                               |                       |       |
| Salary                        | £7,000.00               | £7,437.26         | £0.00                   | £7,437.26                     | -£437.26              |       |
| Administration                | £3,400.00               | £3,486.16         | £0.00                   | £3,486.16                     | -£86.16               |       |
| <b>Projects</b>               |                         |                   |                         |                               |                       |       |
| Village Improvements          | £4,000.00               | £0.00             | £0.00                   | £0.00                         | £4,000.00             |       |
| S137 Donations                | £600.00                 | £139.99           | £0.00                   | £139.99                       | £460.01               |       |
| <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             | £0.00                   | £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                   | £0.00                         | £4,000.00             |       |
| Playground                    | £2,000.00               |                   |                         |                               |                       |       |
| <b>VAT 2020/2021</b>          |                         | <b>£664.48</b>    |                         |                               |                       |       |
|                               | <b>£41,772.00</b>       | <b>£18,318.15</b> | <b>£0.00</b>            | <b>£18,318.15</b>             | <b>£23,453.85</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        | £24,958.64                  |
| Precept                     | £13,277.00                 | £13,543.00        | £-00                        |
| DDDC Reimbu Play field & BG | £1,901.00                  | £1,172.78         | £-00                        |
| Reclaim Footpaths           | £495.00                    | £495.00           | £-00                        |
| Solar Farm Rent             | £2,700.00                  | £5,874.68         | £-00                        |
| Other Rent                  | £811.00                    | £69.46            | £700.00                     |
| VAT 2020/2021               | £1,500.00                  | £593.89           | £-00                        |
| Reserve Account Interest    | £30.00                     | £1.07             | £0.18                       |
| General reimburse           | £100.00                    | £314.00           | £-00                        |
|                             | <b>£38,109.00</b>          | <b>£41,707.70</b> | <b>£700.18</b>              |

Minus YE Balance £22,063.88

Bank Balance 01.04.21 £19,643.82  
 Outgoings since 01.04 £18,318.15  
 Income since 01.04 £22,932.79  
**£24,258.46**

Bank balance 15.03.22 £24,258.46  
 Santander A/C approx £29.08  
**£24,287.54**

RECONCILED