

DOVERIDGE PARISH COUNCIL

MINUTES OF MEETING HELD 5th SEPTEMBER 2023

Present; Cllr Lyon, Cllr Bointon, Cllr Ewing, Cllr Mason, Cllr Dews, Cllr Wallis, Cllr Buck

In Attendance; Kate Darcy, Parish Clerk, District Councillor J Bointon

01/09/23 To receive apologies for absence.

Apologies received from Cllr Jarville and Cllr Allison

02/09/23 Variation of Order of Business

None

03/09/23 Declaration of Members Interests.

Cllr Bointon declared an interest in all planning matters as he sits on the planning committee for DDDC in his role as District Councillor. It was proposed and **RESOLVED** by the Parish Council that Cllr Bointon be allowed to remain in the meeting during discussion on future planning matters providing this does not create a specific conflict. Cllr Bointon will not take part in voting on any planning discussions.

04/09/23 Public Speaking

District Councillor

Councillor Bointon that advised that the final processes are underway that could mean the Marston Lane Development will commence by the beginning of October, which completion expected around May 2024

Parish Councillor

Cllr Ewing reported that the walkway from Alms Road to Cavendish Close had been reported to DCC due to the poor state of the surface caused by moss and overgrown vegetation. A discussion will take place at the next meeting regarding this.

05/09/23 To approve the Minutes of the Parish Council held on the 4th of July 2023.

It was **RESOLVED** to approve the minutes as a true record of the meeting.

06/09/23 Chairman's Announcements

None

07/09/23 Finance

It was **RESOLVED** to approve the income and payments to 5th September 2023 and to approve the Accounts as shown on the schedule attached.

08/09/23 Movement of Funds in Budget Lines

It was **RESOLVED** that monies be transferred across the budget lines below.

- £771 from general contingency budget line for Election Costs (Total cost £2571, with £1800 budgeted for).
- £250 from Village Flowers (unspent to Village Upkeep/Events) for defibrillator costs

09/09/23 Village Defibrillators

It was **RESOLVED** that the Parish Council will cover ongoing maintenance costs of two village defibrillators – one outside the School and one at Village Hall.

10/09/23 Pavilion Electricity

It was **RESOLVED** to delegate authority to Cllr Lyon and Parish Clerk to find the best deal for electricity supply to the Pavilion. All quotes show potential costs will more than double as we come to the end of a 3-year deal.

11/09/23 Report from Clerk on on-going matters

- *Audit – External Auditor has now signed off accounts for 22/23- £252.00 invoice received. To be published on the Website for 15 days. Nominal charge to be made for copies.*
- *Community Asset Transfers – update; response from DDDC 30/8 will be circulated for discussion at October meeting.*
- *Review of Tree Survey – will be issued for discussion at October meeting.*
- *Wildflower verges will be cut back after 20th August (DDDC)*
- *Village Defibs – Volunteer coordinator from the VH Committee, needs second person to do weekly checks to cover absences. New Pads required at VH defib estimate £81.53 plus vat.*
- *Policies for review next month – Health and Safety inspection of Assets (annual review) – will be passed to (Groundsman), Risk Management review which will be undertaken by Cllr Lyon and Parish Clerk.*

12/09/23 Playing Fields

It was **RESOLVED** to issue the new agreement for use of the Playing Fields by Football Clubs following a meeting with the Doveridge Football Club Co-ordinator. A planner will be made available on the village website to show when field is in use by Football Clubs for residents to access. The Football Club have agreed to provide a Goalpost for use by the general community, which can be periodically moved and secured around the Playing Field.

It was **RESOLVED** purchase padlocks for goal post with a budget of £25 plus VAT.

13/09/23 A50 Road Noise

Members of the Parish Council have had a productive meeting with MP Sarah Dines regarding the road noise from the A50. A survey will be made available to all residents of Doveridge to comment on their experience of the noise. Our aim is to highlight to responsible authorities the issue so that some measures may be taken to address the noise created by the concrete part of the highway to provide some relief to residents.

14/09/23 Planning Applications

Applications.

-23/00892/FUL, Erection of garage at Pine Lodge Brocksford Hall Derby Road Doveridge Derbyshire - *The Parish Council have commented on this application; that Facing Brick should match the existing garage block and Wavy edge cedar cladding to match*

the existing garage block and that the garage should be of pitch roof to match existing garage. The planning drawings show a flat roof garage.

-23/00845/ADV, Erection of interpretation panel at Land South-West of The Old Vicarage Mill Lane Doveridge Derbyshire. Noted

15/09/23 National Effort to protect Neighbourhood Development Plans

A draft response will be circulated to the Parish Council for consideration.

16/09/23 Burial Ground

It was **RESOLVED** not to assign any part of the Burial Ground as a designated dog walk area. A meeting of the Burial Ground Committee will take place on 21st September 2023, 7.30pm at the Village Hall Kitchen.

17/09/23 Biodiversity Actions and Biodiversity/Allotment Project

- Biodiversity Project -deferred to next meeting.
- Environment Act 2021 -The Parish Council will collate actions for next meeting and may draft a biodiversity policy.
- Hedgehog highways – deferred to next meeting

18/09/23 Policies

It was **RESOLVED** to adopt the Illegal Encampment Policy with inclusion of enforcement contacts.

19/09/23 Correspondence

- Potential Donation of Horse Chestnut Tree – The Parish Council **RESOLVED** to decline the kind offer.
- Village telephone box, suggestion to consider adoption – The Parish Council **RESOLVED** not to adopt the BT telephone box as the line is still being used by residents.
- Dog Walk at Burial Ground (see agenda item 16)

20/09/23 Parish Magazine

The Parish Council agreed the co-ordinator for the next publication.

21/09/23 MEETING CLOSE

Meeting closed at 8.55pm.

Doveridge Parish Council Meeting 5th Sep 2023

Payments made to be approved				
Date	Method	Name	Description	Total (inc VAT)
	DD	EDF	Pavillion Electric (£28 July, £34 from Aug)	£ 62.00
	DD	Currys	Laptop Insurance July and August	£ 15.98
10.7.23	BACS	Metwood Forge	Balance for Burial Ground Gates	£ 4,000.00
10.7.23	BACS	Village Hall	room hire June	£ 14.40
24.7.23	BACS	J. Barton Signwriter	Updating COY Awards Board	£ 95.00
24.7.23	BACS	Reimburse M Lyon	Sundries for Sports Pavillion	£ 42.21
10.7.23	BACS	Gallagher Insurance	Extra Insurance for Burial Ground Gates	£ 34.34
31.07.23	SO	SD CVS	Payroll Services July	£ 775.00
31.07.23	BACS	DDDC	Recharges for Election	£ 2,571.00
31.07.23	BACS	SADS	New Pads for School Defib	£ 77.04
07.08.23	BACS	Village Hall	room Hire for July	£ 14.40
27.07.23	BACS	WelMedical	Battery for school Defib	£ 204.00
17.08.23	BACS	JB Mowing	July Groundsman Duties	£ 391.42
18.08.23	BACS	C. Ewing	Chapel Green Bench Restoration	£ 30.00
24.08.23	BACS	Citron Hygiene	Sanitation at Pavilion	£ 290.96
31.8.23	SO	SD CVS	Payroll Services Aug	£ 775.00

Payments to approve:				
Date	Method	Name	Description	
	BACS	K. Darcy	Expenses	£ 14.94
	BACS	JB Mowing	Groundsman duties August	£ 328.50
	SO	Microsoft 365	Subcription renewal	£ 79.99
	BACS	SD CVS	Payroll services September	£775.00
	BACS	PKF Littleton	External Audit 22/23	£252.00
				£ 10,843.18
Income				
	BACS	Nat West	interest	£ 33.50
	chq	Doveridge Tennis Club	Tennis Club rent	£ 5.00
	chq	M Smith	Allotment Rent	£ 3.50
				£ 42.00

2023/2024 BUDGET APPRAISAL @ 5th Sep 2023

	Set Budget 2023/2024	Actual to date	Forecast to Year-end	Total forecast to year end	Variance to Budget	Notes
Environmental						
Mowing	£ 2,000.00	£838.50	£0.00	£838.50	£1,161.50	
Footpath Maintenance	£ 1,000.00	£225.00	£0.00	£225.00	£775.00	
Burial Grounds	£ 8,000.00	£7,648.84	£0.00	£7,648.84	£351.16	
Grit Filling	£ 200.00	£0.00	£0.00	£0.00	£200.00	
Mower Insurance + maintenance	£ 1,500.00	£636.47	£0.00	£636.47	£863.53	
Hedge Cutting	£ 600.00	£0.00	£0.00	£0.00	£600.00	
Playground	£ 2,000.00	£123.60	£0.00	£123.60	£1,876.40	
Pavilion	£ 600.00	£408.68	£0.00	£408.68	£191.32	
Misc Repairs & Vandalism	£ 310.00	£310.00	£0.00	£310.00	£0.00	
Village Upkeep/Events	£ 1,590.00	£1,505.75	£0.00	£1,505.75	£84.25	
Village Flowers	£ 1,550.00	£1,546.03	£0.00	£1,546.03	£3.97	
Tree works	£ 2,000.00	£780.00	£0.00	£780.00	£1,220.00	
Fencing	£ 3,000.00	£0.00	£0.00	£0.00	£3,000.00	
Administration						
Salary	£ 9,500.00	£3,951.34	£0.00	£3,951.34	£5,548.66	
Administration	£ 4,500.00	£2,997.41	£0.00	£2,997.41	£1,502.59	
Projects						
Village Improvements (Pond)	£ 6,000.00	£0.00	£0.00	£0.00	£6,000.00	
S137 Donations	£ 500.00	£290.00	£0.00	£290.00	£210.00	
Contingencies						
Election Contingency	£ 1,800.00	£1,800.00	£0.00	£1,800.00	£0.00	
General Contingency	£ 5,000.00	£771.00	£0.00	£771.00	£4,229.00	
Pavilion	£ 2,000.00	£0.00	£0.00	£0.00	£2,000.00	
Planning	£ 1,500.00	£0.00	£0.00	£0.00	£1,500.00	
Burial Ground	£ 2,000.00	£0.00	£0.00	£0.00	£2,000.00	
VAT		£217.33				
	£57,150.00	£24,049.95	£0.00	£24,049.95	£33,100.05	

INCOME	Predicted	Actual	Predicted Y/E Balance		
Year End Balance	£ 22,499.14		£ 36,569.09	Bank Balance 01.04.23	£22,499.14
Precept	£ 28,381.00	£29,203.00	£ -	Outgoings since 01.04	£24,049.95 ✓
DDDC Reimbu Play field	£ 1,373.00	£0.00	£ -	Income since 01.04	£38,119.90 ✓
Reclaim Footpaths	£ 495.00	£0.00	£ -		£36,569.09 ✓
Solar Farm Rent	£ 2,700.00	£3,453.33	£ -	Bank balance 05Sep23	£36,569.09 ✓
Other Rent	£ 800.00	£265.00	£ -		
VAT 2022/2023	£ -	£4,788.75	£ -		
Grants	£ -	£200.00	£ -		
Reserve Account Interest	£ -	£103.02	£ -		
General reimbur	£ -	£106.80	£ -		
	£ 56,248.14	£38,119.90	£ -		

Minus YE Balance

£VALUE

RECONCILED

Doveridge Parish Council

Bank Reconciliation as 05SEP 2023

Opening Balance as at 1st April 2023	£22,499.14
Payments since 01.04.23	£24,049.95
Receipts since 01.04.23	£38,119.90
	<u>£36,569.09</u>
Difference Bank/Budget Appraisal	£0.00
Bank balance as at 5th SEP 2023	
Natwest Current Account	£ 22,581.91
Natwest Reserve Account	£ 10,819.18
Natwest Burials Ground Account	£ 3,168.00
Total	<u>£36,569.09</u>