

PARISH COUNCIL MEETING – AGENDA

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

- 4 Public Speaking – (15 Minutes)

(a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.

(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

(c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

- 5 To approve the Minutes of the Ordinary Meeting of the Parish Council held on 23rd September 2019 (Copy already circulated)

6. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -

“In view of the confidential nature of item to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

7. Chairman's Announcements.

8. Report of the Clerk, to include an update on items from the last meeting
9. Governance
 - a) Risk Register update
 - b) Update on General Data Protection Regulations (GDPR)
 - c) To consider the setting of a Five Year Plan including a fund raising event – Min 19/584d
 - d) To consider information about the former Bretby Castle and how to display the information – Min 19/599
 - e) To adopt protocol for the death of a senior royal
10. Drainage issues
11. Correspondence
12. Finance
 - (a) Accounts for Payment
 - (b) To receive and consider the report from the External Auditor
 - (c) To consider any requests for funds made under S137
13. To consider Planning Applications
14. To consider any Consultations received
15. Items for information only
 - (a) To receive reports from Meetings attended
 - (b) Notification of Forthcoming meeting
Safer Neighbourhood and Area Forum – 7th November 2019 at Milton Village Hall
 - (c) Training Sessions
See DALC circulars which have been provided to all Cllrs
16. To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings or commercially sensitive information) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”
17. Date of next meeting and items for inclusion
Suggested date MONDAY 28th JANUARY 2020

Clerk's Report – November 2019

Agenda item

8) Clerk's Report

9) Governance

9a) Risk Register

The Clerk has no changes to make to the Changes to the Risk Register.

9b) General Data Protection Regulations (GDPR)

No changes are recommended.

9c) Five Year Plan

It is good practice to have a long term plan for activities and improvements to the Parish, this enables the Parish Council to react quickly to funding opportunities and demonstrates that the Parish Council has a direction and is working for the local community. In May 2019, Cllrs Kemp and Betteridge-Sorby agreed to make enquiries about hosting a Bretby in Bloom 2020 and possibly linking this with VE celebrations Min 19/584d).

9d) To consider information about the former Bretby Castle and how to display the information – Min 19/599

At the previous meeting it was noted that occasional visitors to the site of the former Bretby Castle as it is identified on the OS maps. The site of the former castle lies on private land and consideration is to be given to means of providing information to prevent visitors experiencing disappointment when it is discovered that the site is privately owned and access is not permitted.

9e) To adopt protocol for death of a senior royal

This has been circulated to all Cllrs, and confirmation is sought as to where any flowers may be laid.

11) Correspondence – November 2018

1. DALC – Various circulars
2. SDDC – Call for sites for the Local Plan
- 3.

All Cllrs have been circulated with the information prior to the meeting.

12a) Accounts for Payment

| | | |
|------|--|---------|
| BACS | Mrs J Storer – expenses | £ |
| BACS | HMRC – Clerk's tax (Sept) | £34.20 |
| BACS | DCC – Pension contribution (Sept) | £37.96 |
| BACS | HMRC – Clerk's tax (Oct) | £34.20 |
| BACS | DCC – Pension contribution (Oct) | £37.96 |
| BACS | SLCC – Conference fee (to be recharged) | £192.00 |
| BACS | Mrs J Storer – mileage for 2 day conference (to be recharged) | £117.00 |

| | | |
|-----------------------|-----------------------------------|---------|
| BACS | PKF LLP – 2018/19 audit fee | £240.00 |
| s/o | Mrs J Storer – Clerk fee for Sept | £128.40 |
| s/o | Mrs J Storer – Clerk fee for Oct | £128.40 |
| <u>Money Received</u> | | |
| | Deposit interest (Sept) | £0.12 |
| | Deposit interest (Oct) | £0. |
| Balance at bank .19 | | |
| | Deposit account | £ |
| | Current account | £ |

12b) Bank Reconciliation

It is good practice for the Parish Council to review the bank reconciliations to ensure that there is no unauthorised transactions occurring. The bank reconciliation will be presented at the meeting for review and signing.

12c) Requests for funding via S137

No requests for funding have been received.

13) Planning applications

DMPN/2019/1170 - Prior Notification for erection of a straw barn at Shades Farm, Unnamed Road From Geary Lane To Town Farm, Burton On Trent, DE15 0RD

DMPN/2019/1171 - Prior Notification for erection of a machinery storage barn at Shades Farm, Unnamed Road From Geary Lane To Town Farm, Burton On Trent, DE15 0RD