

BRETBY PARISH COUNCIL

Mrs J Storer (Clerk)

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Date: 18<sup>th</sup> March 2019

To: The Chairman and Members of Bretby Parish Council

Dear Councillor,

ORDINARY PARISH MEETING

You are summoned to attend the Ordinary Meeting of the Parish Council meeting of Bretby Parish Council which is to be held at 7.30pm on MONDAY 25<sup>th</sup> MARCH 2019 in the Wragg Room, St Wystan's Church, Bretby.

**Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.**

Yours sincerely

Jacqui Storer  
Clerk

PARISH COUNCIL MEETING – AGENDA – 7.30pm

- 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 disclosable pecuniary 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)
- 5 To approve the Minutes of the Ordinary Meeting of the Parish Council held on 21<sup>st</sup> January 2019
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) General Data Protection Regulations (GDPR)
  - c) Website
10. Drainage issues
11. Correspondence
12. Finance
  - (a) Accounts for Payment - As per attached sheet
  - (b) To agree the bank reconciliation
  - (c) To consider any requests for funds made under S137
  - (d) To consider the earmarked reserves balance, currently £nil, and if any transfers are to be made to reserves
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  
DCC – Parish and County Councils liaison meeting – 3<sup>rd</sup> April 2019 at DCC offices,  
Matlock – 6-8pm
  - (c) Training Sessions
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.”
  - Clerk’s Salary review
17. Date of next meeting and items for inclusion



## Clerk's Report – March 2019

### **Agenda item**

9) Governance

a) Risk Register

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

b) General Data Protection Regulations (GDPR)

No further information or action is recommended.

c) Website

The person who updates and looks after the Parish Council's website has advised that due to commitments, she would like to step away from the position as soon as possible. The Parish Council will need to seek an alternative contractor.

11) Correspondence – March 2019

1. DALC – Various circulars
2. Clerks and Councils Direct
3. SDDC – Civic Council meeting – 23<sup>rd</sup> May 2019

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

12a) Accounts for Payment

*Paid under Clerk's delegated authority*

BACS	DCC – May 18 pension payment missed	£36.70
BACS	DCC – Sept 18 pension payment missed	£37.83
BACS	DCC – July 18 pension payment underpaid	£4.43

*Accounts for approval*

BACS	Mrs J Storer – expenses	£167.12
BACS	Mrs J Storer – Clerk's use of home (Jan – March 19)	£48.26
BACS	HMRC – Clerk's tax (March)	£33.40
BACS	DCC – Pension contribution (March)	£37.83
BACS	Mrs N Cooper – Website hosting and updates (already paid)	£109.99

000 chq	Bretby PCC – Room hire for 2018/19	£50.00
s/o	Mrs J Storer – Clerk fee for March	£124.02

Money Received

Deposit interest (Feb 19) £0.14

Balance at bank at 25.02.19

Deposit account	£3,008.71
Current account	£4,280.52

b) 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.

c) Requests for funding via S137

No requests for funding have been received.

13) Planning applications

a) 9 2018 1365 - outline application (all matters to be reserved except for access) for the residential development of 6 dwellings at land at sk2823 3536 (rear of 101 to 119) Bretby Lane, Bretby

b) 9 2018 1400 – the erection of extensions and a garage (alternative scheme to that refused under application 9/2018/073) at 30 Bretby Lane, Bretby)

c) 9 2019 0186 - the felling of a tree at Castlefields, The Green

d) 9 2019 0203 - prior approval of change of use of agricultural building to 2 dwellings along with associated operational development at Town Farm Barns, Geary Lane

e) 9 2019 0207 - the removal of hornbeam tree at Honeysuckle Cottage, The Green

f) 2019 0132 – the felling of a two trees at School House, The Green, Bretby

*Cllr Meyrick declared a prejudicial interest as he is the applicant.*