8th May 2019

To: The Chairman and Members of Pinxton Parish Council

Dear Councillor

**You are summoned to attend the Annual Meeting of Pinxton Parish Council which is to be held in the Village Hall, 3 Kirkstead Road, Pinxton on Wednesday 15th May 2019 at 6.45 p.m.**

**Members are asked to sign the attendance sheet for the meeting and to complete the Declaration Sheet (if appropriate). These will be located in the small Hall.**

**Yours sincerely**

**M. John Ritchie**

**Clerk & RFO**

**AGENDA**

 **To welcome all new Councillors, old and new to the Pinxton Parish Council and to accept**

 **Declarations of Office.**

**19/001 To elect a Chairman for 2019/2020**

**19/002 To elect a Vice Chairman for 2019/2020**

**19/003 To receive apologies for absence**

**19/004 To receive Declaration of Members Interest/Update of Register – if you require**

**guidance from the Parish Clerk this must be sought well in advance of the meeting and, in any**

**event, by no later than 5pm two working days before the day of the meeting.**

**Please note: Members must ensure that they complete the Declaration of Interest sheet prior to the**

**start of the meeting. Column 5 of the Declaration of Interest sheet must be completed in all cases to**

**indciate the action to be taken.**

**19/005 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.**

**19/006 To confirm minutes of the Annual Parish Council meeting held Wednesday 23rd May 2018**

**19/007 To confirm the Minutes of the Parish Council meeting held on the 17th April 2019**

**19/008 To note updates on matters arising from the minutes (for information only)**

**19/009 Public Speaking**

 **009.1 Parishioner Matters**

 **009.2 Police Matters**

 **009.3 Reports from Council Representatives on Outside Bodies**

 **009.4 Reports from District and County Councillor Representatives on matters of direct relevance to Pinxton Parishioners**

**19/010 Planning Applications**

 **To receive, and where appropriate comment on the following applications:**

**19/00217/FUL Dropped kerb for vehicle access at 32, Victoria Road, Pinxton**

**19/00152/FUL Single storey rear/ side extension at 2 St. Helens Avenue Pinxton**

**19/00130/FUL proposed single storey pitched roof extension to the front of the property at 7 Cedars Grove Broadmeadows**

 **The following applications have been granted permission:**

**None**

 **The following applications have been refused:**

**None**

**19/011 Parish Council – Items for Decision/Action**

**011.1 Requirement to complete The Annual Governance Statement for 2018/2019**

 **This document once completed then needs to be uploaded for the external auditors.**

 **Members views are sought.**

**011.2 Requirement to approve the accounting statement for 2018/2019**

 **This document is required by the external auditors**

 **Members views are sought**

**011.3 To receive the income/expend. Account and balance sheet 2018/2019**

 **This document is required by the external auditors**

 **Members views are sought**

**011.4 To receive year end supporting notes for 2018/2019**

 **This document is required by the external auditors**

 **Members views are sought**

**011.5 To receive the Internal Audit Report and letter 2018/2019**

 **Members need to accept this report and letter, and again it is required by the**

 **external auditors.**

 **Members views are sought**

**011.6 To consider Parish Council Insurance Cover for 2019/2020. The insurance is up for renewal for another three years from the 1st June 2019.**

 **The three quotes are:**

 **1.**

 **2.**

 **3.**

 **Members views are sought**

**011.7 Members will recall that Cllr. Fieldsend suggested a dedicated Councillor/police liaision link, and it was deferred to the new Council**

 **Members views are sought**

**011.8 The Clerk has received the Annual Report from the Derbyshire Unemployed Workers Centre, and a request for any funding.**

 **Members views are sought.**

**011.9 The Clerk wrote back as requested by the PC to the Derbyshire Childrens Home fund to say we support organisation in Pinxton and those which support our residents and families.**

 **The Derbyshire Childrens Holiday Centre have written back and said three children from Pinxton hjave benefitted, and would we reconsider.**

 **Members views are sought**

**011.10 The Clerk has received a letter from Carol Swinscoe seeking permission under the Seat in Churchyard policy to place a seat in memory of her sone Dale Swinscoe. The Clerk has seen the seat proposed in prime grade oak and the plinth would be done by Mr. Wayne Swinscoe who did the last plinth.**

 **Members views are sought.**

**011.11 The Clerk duly wrote to Woodheads concerning the site huts at Park Lane, and they have written back saying they cannot accede to our request for £1300 and for a new road beyond the gate. They accept it will be difficult but not impossible to stay within the site and have therefore turned down our proposal.**

 **The site is not coming forward immediately and the clerk believes there will still be some room for negotiation when the site comes live.**

 **Members views are sought.**

**011.12 Letter received from BDC regarding the cutting of Wharf Road recreation ground 12 times in the summer including the play area for £1331.00**

 **Members views are sought.**

011.13 Letter recived from the skittles team who play at the VH seeking consideration as a preferred group. The team are from the village and are trying to keep the game going.

 **Members views are sought.**

011.14 PBG are asking the PC for a greater input into the next newsletter as they appreciate the PC contribute the printing costs and ought to have more items.

 **Members views are sought.**

011.15 Letter received from Manor care Home regarding donation of plants, flowers or pots for the upcoming competition between all Moarch Homes.

 **Members views are rquested.**

**18/012 Financial Matters**

 **012.1 Income and expenditure Details for April 2019**

 **012.2 Bank reconciliation Statement as at 30th April 2019**

 **012.3 Monthly analysis of cash book for April 2019**

**012.4 Budget to date**

**012.5 Statement of Parish Council Investment.**

 **18/013 To receive – Clerks Report**

 **013.1 The Clerk wishes to bring to Members attention that the External auditors have not yet come back with anything concerning the challenge put in against the 2017/2018 accounts.**

 **013.2 The Clerk has met David Cox and all the arrangements are in place for the funfair at Wharf Road and an inspection after the event.**

**013.3 The Information Commissioners Office has issued the annual certificate for PPC under the Data Protection Act.**

**013.4 The Clerk has arranged the street closures for the summer fair and the xmas fair. The shuttle bus has been booked and the road closure barriers organized. Hi vis is being provided by Woodhead’s. Everything is in hand with PBG working in conjunction with the PPC**

**013.5 Clerk has received HAVS report from the annual assessment of the workforce. Everything is in order so long as the lads monitor the usage on the vibrating equipment.**

**013.6 Letter from CISWO thanking the PC for writing, expressing an interest in renewing the leases when they come due. They will be in touch in due course.**

**013.7 Clerk wishes to report that the VH grant available is not available to Parish councils.**

**18/014 To note – Correspondence received**

 **014.1 Report and Letter from Internal auditor**

 **014.2 Details of Audit from SBA LittleJohn**

 **014.3 Letter from DUWC & Annual Report**

 **014.4 Letter from Derbyshire Childrens Holiday Centre**

 **014.5 Letter from Mrs. Swinscoe regarding seat in churchyard**

 **014.6 Email from woodheads regading Park Lane site.**

 **014.7 Letter from BDC regarding cutting Wharf Road Recreation Ground**

 **014.8 Letter from skittles team regarding preferred group status**

 **014.9 Certificate from ICO (Data Protection)**

 **014.10 Report from Cope Ltd regardinh HAVS report and annual assessment**

 **014.11 Quotes and letter received from Cane and Co. Ltd our Insurance Brokers.**

 **014.12 Letter from CISWO regarding Lease renewals.**

 **014.13 Letter from Monarch care homes.**

 **014.14 DALC General Circular.**

 **18/016 To note – The date of the next Parish Council meeting – 19th June 2019**

**18/015  Exclusion of Public (Confidential Items)**

*In accordance with Public Bodies (admission to meetings) Act 1960 section 1 (2) the*

*Council exclude the public and press from the meeting by reason of the confidential*

*nature of the business to be transacted.*

**None**