MINUTES OF THE PINXTON PARISH COUNCIL ANNUAL GENERAL MEETING Held at 6.45pm on Wednesday 15th May 2019 at the Village Hall, 3, Kirkstead Road Pinxton, Derbyshire.

Present: Councillors: Kelly, Fox, Watson, Street, Coyle,(from 7.00pm) Dooley, Drake- Brockman, Stokoe, Marshall, Meredith, Chippington.

Clerk: J. Ritchie

Also present: Members of the Public.

**19/001** **To elect a Chairman for 2019/2020**. It was moved by Cllr. Kelly and seconded by Cllr. Fox that Cllr Hinman be elected as Chairman for the ensuing year.

Cllr. Watson moved Cllr. Drake-Brockman but failed to get a seconder.

A discussion followed discussing the potential conflict of interest with Cllr. Hinman also being the Bar franchisee, and there not being an up to date bar agreement.

Cllr. Street said that could be placed on the next agenda and it didn’t stop the Council from appointing Cllr. Hinman as Chairman.

Cllr. Watson asked that there be a **RECORDED vote.**

**In favour: Cllrs. Kelly, Fox, Dooley, Meredith, Chippington, Marshall, Stokoe, Street.**

**Against: Cllrs. Watson and Drake- Brockman**

**Absent: Cllrs. Hinman and Coyle.**

**Resolved Cllr. Hinman be elected Chairman for the ensuing year.**

**Cllr. Hinman would need to sign his Declaration of Acceptance on his return from leave.**

**19/002 To elect a Vice Chairman for 2019/2020**. It was moved by Cllr. M. Dooley

and seconded by Cllr. P. Chippington that Cllr. S. Fox be V/Chair for the ensuing year.

 **In favour: Cllrs. Kelly, Meredith, Marshall, Stokoe, Street, Dooley, Chippington.**

**Abstained: Cllr. Watson**

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

 Apologies were received from Cllr. M. Hinman who was on holiday.

**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 5.00pm 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 Sheet must

 be completed in all cases to indicate the action to be taken.

Declarations were Declared by:

Cllr. Watson on item 19.011.12 and 19.010. and indicated he would leave the room when the matters were discussed

Cllr. Kelly on item 11.8 and indicated that she would remain in the meeting.

Cllr. Stokoe on item 19.011.15 and indicated she would stay in the meeting and take no part in the discussion or any vote.

Cllr. Dooley on item 19.011.12 and indicated that she would stay in the meeting and make no comment on the item.

**19/005 To receive and approve requests for dispensations from members on**

 **matters in which they have a Disclosable Pecuniary Interest.**

None to report.

**19/006 To confirm the Minutes of the Annual Parish Meeting held on**

 **Wednesday 23rd May 2018.**

Moved by Cllr. Fox and seconded by Cllr. Dooley that they be accepted.

 All in favour, except the absentees from the meeting who abstained from voting.

**19/007 To confirm the Minutes of the Parish Council Meeting held on**

 **Wednesday 17th April 2019.**

Moved by Cllr. Dooley and seconded by Cllr. Kelly that they be accepted.

 All in favour, except the absentees from that meeting who abstained

**19/008 To note updates on matters arising from the Minutes (**for information

 only).

 None.

**19/009 Public Speaking**

 **009.1 Parishioner matters.**

A member of the public raised the matter of ASB on Victoria Road using quad bikes, which was also happening on Alfreton Road.

 This was discussed and would be passed to the police.

 **009.2 Police matters.**

There was no presence from the police or PCSO, but a report was read out by the Clerk sent in by the Local Constable. He highlighted the latest statistics on ASB and thefts/burglaries and some racial stickers placed down near the Boat inn.

 He also raised concerns about the funfair being on the recreation ground with no prior notice and the fact Derby were hosting Leeds and there would be no cover available Friday or Saturday nights.

 He also welcomed the Council’s idea of a Council/Police liaison officer

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

There was nothing to report from Rep’s on outside bodies but the Clerk mentioned he had emailed round an email from the BDC LSP concerning anyone interested in sitting on one of the groups in the LSP should register their interest.

 **009.4 Reports from District and County Councillor Representatives on**

 **matters of direct relevance to Pinxton Parishioners.**

 Cllr. Watson said the AGM of BDC was on the 22/5/19 and as such he had nothing to report currently.

 Cllr. Dooley reported on several matters, including the induction day at BDC and the impending Tour of the District. Cllr. Dooley continued reporting on the Park Lane site and a hoarding going up, the completion of the Queen street land being given to the Parish and the publication of the Local Plan this year.

 Cllr. Watson left the meeting at this point.

**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**

 **19/00230/FUL Dropped kerb and vehicular access for 20 Victoria Road Pinxton**

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

 **None to report**

 **The following applications have been refused:**

 **None to report**

**Moved by Cllr. Kelly and seconded by Cllr. Fox that these be noted. All in Favour**

**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**

 **It was moved by Cllr. Dooley and seconded by Cllr. Kelly that the Statement be approved.**

 **All in favour.**

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

 **This document is required by the External Auditors**

 **It was moved by Cllr. Dooley and seconded by Cllr. Drake-Brockman that the Statement be approved.**

 **All in favour.**

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

 **2018/2019. This document is required by the external auditors.**

 **It was moved by Cllr. Dooley and seconded by Cllr. Drake-Brockman that the Statement be approved.**

 **All in favour.**

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

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

**The Clerk explained the notes and the proformas required and It was moved by Cllr Dooley and seconded by Cllr. Marshall that the Documents be approved. All in favour.**

**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.**

**Moved by Cllr. Dooley and seconded by Cllr. Stokoe to accept the report and recommendations. All in favour.**

**011.6 To consider Parish Council Insurance cover for 2019/2020. The Insurance is up for renewal for another three years.**

 **The Clerk had circulated the insurance quotes and took them to the meeting. The quotes were for; Inspire at £5573.92, Hiscox at £5,400 and Ecclesiastical at £5199.65 Cllr. Coyle said it appeared that Inspire offered a lot more in cover than the others and the Clerk ought to check if the others offered the same cover. The Clerk said he would ask, and pointed out that Ecclesiastical also offered a three-year deal which would save money each year and the quote for that was £5014.67**

 **Moved by Cllr. Coyle and seconded by Cllr. Street that the Clerk ensures the quotes are like for like, and that being the case, Ecclesiastical be accepted for the three-year deal. All in Favour.**

 **NB The Clerk checked after the meeting and the cover provided by Ecclesiastical matched that of Inspire, it was just set out differently, and Ecclesiastical has been appointed as insurers for the next three years.**

**011.7 The Clerk reminded Members that Cllr. Fieldsend suggested a Police /Council liaison link, and PC Daniel Bird thought this was a good idea, and it was agreed to wait until this current meeting.**

 **It was moved by Cllr. Dooley and seconded by Cllr. Stokoe that Cllr. Fox be the Council link with the local Police.**

**All in favour.**

 **011.8. The annual report from the DUWC had been circulated and with it a request for any funding. Cllr. Drake-Brockman thought it was a good thing for the village.**

 **Cllr. Fox proposed the PC donate £1500, Cllr. Coyle moved £2,000 which was seconded by Cllr. Dooley.**

 **Agreed by all that £2,000 be donated to DUWC. Cllr. Kelly declared an interest and had signed the sheet and did not vote**

**011.9 The Clerk had written back to Derbyshire Children’s Homes to say the PC supports children from Pinxton. The DCH then wrote back saying 3 children had benefitted and would the PC reconsider.**

 **Moved by Cllr. Fox and seconded by Cllr. Dooley that the PC donate £500. All in favour.**

 **011.10 The Clerk had received a request for a seat in the churchyard. The forms had been sent out and the criteria was met, and it was**

 **Moved by Cllr. Dooley and seconded by Cllr. Meredith that the seat be granted. All in Favour**

 **011.11 The Clerk had been in touch with Woodhead’s about the site at Park Lane and Woodhead’s had replied. The Clerk still believed there was room for negotiation and Cllr. Street suggested we leave the matter until the site is further forward.**

 **All in favour of leaving the matter until it is known when the site will be commencing.**

 **011.12 The Clerk reported on the quote received from BDC for cutting the Wharf Road recreation ground in the sum of £1331.00. Cllr Street asked if it included flailing where the mowers couldn’t get, and did it include the hedges once a year in September?**

 **Moved, in principal by Cllr. Street and seconded by Cllr. Coyle that the quote be accepted. All in Favour**

 **NB the Clerk has checked and the flailing where the mowers cannot access is included, but the annual hedge cutting is subject to a separate quote.**

 **011.13 The Clerk had received a letter from the skittles team seeking preferred group status as they were a village team.**

 **Moved by Cllr. Street and seconded by Cllr. Drake- Brockman that preferred status is granted. All in favour.**

 **011.14 The Clerk reported that PBG wanted the PC to be more involved with input for the Newsletter. Cllr. Kelly suggested a meeting with PBG, and that three Councillors be involved.**

 **It was agreed that Cllrs. Kelly, Coyle and Dooley meet PBG All in Favour**

**011.15 The Clerk reported that the Manor Care Home had written concerning donations of plants, pots, etc., for the upcoming competition. Cllr. Stokoe declared an interest and had signed the sheet.**

 **Cllr. Street suggested we add to the Premier Hanging Basket contract, and ask them to donate as well, and see exactly how we could help. Helen from PBG was also asked if their planting could include around the front of the Manor.**

 **All in favour that PPC help the Pinxton Manor by the Clerk seeking exactly what they needed and then sorting out the same prior to the judging on the 10/6/19**

**19/012 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**

 **It was moved by Cllr. Coyle and seconded by Cllr. Street that the**

 **above from 012.1 to 012.5 Inc. be approved and accepted.**

 **All in favour**

 **19/013 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.**

 **Cllr. Kelly said we had earmarked money for the office, and would like to see it more private for when people came to book rooms for funerals etc.**

 **Moved by Cllr. Coyle and seconded by Cllr. Street that the Clerk’s report be noted. All in favour.**

**19/014 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 regarding 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.**

 **19/016 To note – The date of the next Parish Council meeting – 19th June 2019 .It will commence at 6.30pm as HS2 will be here.**

 **19/015 Exclusion of the Public (Confidential items)**

 **None.**