MINUTES OF THE PINXTON PARISH COUNCIL ANNUAL GENERAL MEETING Held at 7.00pm on Wednesday 23rd May 2018 at the Village Hall, 3, Kirkstead Road Pinxton, Derbyshire.

Present: Councillors: Hinman, Kelly, Fieldsend, Street, Coyle, Dooley (from 7.20) Fox, Drake- Brockman, Alexander.

Clerk: J. Ritchie

Also present: Members of the Public.

**18/001** **To elect a Chairman for 2018/2019**. It was moved by Cllr. S. Fox and

 seconded by Cllr. B. Kelly that Cllr. Mark Hinman be Chairman for the

 ensuing year.

 All in favour. Councillor Hinman signed the Declaration of Acceptance.

**18/002 To elect a Vice Chairman for 2018/2019**. It was moved by Cllr. M. Hinman

 and seconded by Cllr. S. Fox that Cllr. B. Kelly be V/Chair for the ensuing

 year.

 All in favour. Councillor Kelly signed the Declaration of Acceptance.

**18/003** **To receive apologies for absence**

 Apologies were received from Cllr. V. Meredith who was on holiday.

**18/004 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.

**18/005 To receive and approve requests for dispensations from members on**

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

None to report.

**18/006 To confirm the Minutes of the Annual Parish Meeting held on**

 **Wednesday 17th May 2017.**

Moved by Cllr. Coyle and seconded by Cllr. Street that they be accepted.

 All in favour.

**18/007 To confirm the Minutes of the Parish Council Meeting held on**

 **Wednesday 18th April 2018.**

Moved by Cllr. Coyle and seconded by Cllr. Street that they be accepted.

 All in favour.

**18/008 To note updates on matters arising from the Minutes (**for information

 only).

 None.

**18/009 Public Speaking**

 **009.1 Parishioner matters.**

A member of the public raised the matter of heavy lorries on Town Street

 and this was discussed.

 **009.2 Police matters.**

There was no presence from the police or PCSO, but a matter was raised

 about speeding traffic on Victoria Road.

 The Clerk is to contract the police with a view to them taking action.

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

Cllr. Drake- Brockman reported on the Parish Council Liaison meeting and

 the presentation from the Police and Crime Commissioner, Hardyl Dhindsa.

 Cllr. Drake- Brockman also reported, the meeting discussing the woeful

 position on public transport in our District.

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

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

Cllr. Coyle mentioned the upcoming Library consultations and the Leader of

 DCC still maintaining no library will shut.

 Cllr. Alexander reported some fly tipping and mentioned he had an artefact

 linked to the canal which had been asked for by the Boat Inn.

 **18/010 Planning Applications**

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

**18/00200/FUL Erection of two storey dwelling and associated detached garage at Sunningdale Storth Lane.**

**18/00221/FUL Erection of 2no semi detached and 1no detached two storey dwellings rear of 54 and opposite 59 fronting West End Pinxton.**

**18/00208/FUL Two pairs of semi-detached 2 storey dwellings at former 7 Mill Lane Pinxton.**

**18/00229/FUL Drop kerbs for off road car parking at 16 Victoria Road Pinxton Nottingham NG16 6LR**

**18/00238/FUL construction of a three-bed dormer bungalow with double garage to the rear of 16 George Street Pinxton, therefore at 16 George Street, Pinxton.**

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

**18/00125/VAR Variation of condition of planning permission 17/00571/FUL – amended site plan and sections, land to the South 16 & 18 Ash Close Pinxton**

**17/00660/REM Approval of reserved matters for the erection of 6 dwellings (access, appearance, landscaping, layout and scale), of application 16/00010/OUT at land to the West of the Sun Inn public house Town Street Pinxton.**

**18/00131/FUL additional on-site car parking spaces on existing banked area containing soft landscaping at Slimming World Clover Nook Road South Normanton.**

**18/00033/FUL Change of use from retail with ancillary café to restaurant use and new extract to rear at Unit 12 East Midlands Designer Outlet Mansfield Road Pinxton.**

**18/00038/FUL two storey extension to the side at 11 Oak Meadows Broadmeadows, Pinxton.**

**18/00166/FUL Construct first floor rear extension above existing ground floor extension approved under 17/00581/FUL**

**18/00150/FUL Extension to existing foundry building at 15-17 Brookhill Road Pinxton**

**18/00054/FUL Change of use from paper shop to Micro pub and retention of 2 windows at 21 Victoria Road Pinxton. Opening times 4pm – 10pm Monday to Friday, 2pm- 10pm Saturday and Sunday.**

**17/00567/FUL Erection of two storey dwelling to replace mobile home at 2 Guildhall Drive Pinxton.**

 **The following applications have been refused:**

**18/00128/FUL Retrospective consent for the construction of the front elevation boundary wall and entrance gates at The Poplars Kirkby Lane Pinxton.**

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

**18/011 Parish Council – Items for Decision/Action**

**011.1 Minute to rectify typing error on reporting of precept percentage increase. Reported 0.29% when it is 2.9%. This was picked up by Cllr. Watson who reported it to the Internal auditor. The auditor can see it was a typo and asked for this meeting to minute the fact and agree the increase should have read 2.9%**

 **Moved by Cllr. Hinman and seconded by Cllr. Coyle that this be accepted. All in favour.**

**011.2 Requirement to complete The Annual Governance Statement for 2017/2018**

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

 **The Council where taken through the document by the Clerk and it was explained that at question 5, the Council should put a “no” as the Risk Assessments haven’t been to Council in 2017/2018.**

 **It was moved by Cllr. Coyle and seconded by Cllr. Kelly that the statement be filled in as required with a “no” at question 5.**

 **All in favour, and the Chairman duly signed the statement along with the Clerk/RFO**

**011.3 Requirement to approve the accounting statement for 2017/2018**

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

 **The Council where taken through the document by the Clerk and it was moved by Cllr. Kelly and seconded by Cllr. Hinman that the statement be accepted. All in favour, and the Chairman and the Clerk duly signed the document**

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

 **2017/2018. This document is required by the external auditors**

 **The Clerk took Members through the account and balance sheet**

 **and showed how it matched up with the previous document.**

**It was moved by Cllr. Coyle and seconded by Cllr. Kelly that the papers be approved. All in favour**

 **011.5 To receive year end supporting notes for 2017/2018**

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

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

**011.6 To receive the Internal Audit Report and letter 2017/2018**

**Members need to accept this report and letter, and again it is required by the external auditors. Members may recall at the last meeting reviewing the Financial Regulations, Standing Orders, Internal Audit Review/ Internal Controls but because they were in Aprils meeting it doesn’t count for 2017/2018 hence the note in the IA report. It is also the same with the Risk Assessments, the IA saw the Risk assessments, but they haven’t been to council in 2017/2018. They will be brought in 2018/2019. This is why the “No” is at 5 in an earlier document.**

**The Internal auditor recommended that the reserves balance be brought to Council quarterly and for the amount held for the Defibrillator fund to be identified as part of those reserves which we will do.**

**Moved by Cllr. Hinman and seconded by Cllr. Coyle to accept the report and recommendations. All in favour.**

**011.7 To receive reply from Internal auditor to Cllr. Watson.**

 **Cllr. Watson emailed the Internal auditor regarding items he**

 **wasn’t satisfied with, and the IA went through them with the**

 **Clerk, and here you have the IA reply to Cllr. Watson.**

 **The Clerk will in future list everything for decision or action**

 **On the Notice of the Meeting and no decision can be made**

 **By the Council unless it is on the agenda.**

 **It was moved by Cllr. Coyle and seconded by Cllr. Dooley to**

 **accept the IA report.**

**011.8.i The Clerk brought to the last meeting a chance to enter a competition for upgrading recreation grounds, namely Wharf Road, and the Council agreed to enter the competition with an input of £15,000 to be matched by the playground firm should we win the competition.**

 **The Clerk has taken some advice and simply to enter and offer £15,000 of our money, should we win, without testing the market may not be showing due financial diligence.**

**The Clerk has since contacted seven firms asking for brochures and giving them an outline of what we may require, and found three grant opportunities to bid for, which would be in addition to funding provided by the Parish Council. Members will recall discussing the total cost being over £100,000 and possibly funding this through the capital receipt of the flat and shop and the money available after the VH is paid for, and reserves. It wouldn’t be done overnight and may take up to 5 years.**

**The Clerk asked BDC Leisure to produce a scheme which would be the basis to start the project. Pinxton Brookhill Group put the idea out on their media and there have been over 5,000 hits regarding the project, mainly positive, some sceptical and some fearing vandalism and teenage mayhem.**

**As the Park is currently in situ, the situation cannot suddenly become worse because the Park has had a face lift.**

**The Clerk requests members views on continuing the project without entering the competition, but progressing the three grant opportunities, and still having available the initial £15,000 to match any grant requirement.**

**The Clerk has sent out the basic plan for members perusal and comment.**

**Members discussed the project and agreed the Clerk should continue to seek grants and then return with an update on the project, so the Council know exactly what can be achieved and then public consultation take place on the project.**

**All in favour.**

 **011.8.ii Cllr. Dooley also wishes to discuss Talbot Street Recreation Grd.**

 **Cllr. Dooley reported there was about £20,000 S106 money to**

 **spend and BDC had come up with a scheme, helped by a play**

 **company which had come in at £30,000 so the scheme was**

 **being revised to fit the budget.**

 **A letter was to be hand delivered to all the local residents with**

 **their views being requested as part of the consultation.**

 **Members and the Pinxton Brookhill Group supported this and**

 **many offered to help deliver the letters if required.**

 **011.8.iii The Clerk wishes to seek Members views on another approach**

 **from D. Cox & Son Amusements for a funfair, a small family**

 **funfair, on the Wharf Road recreation ground from the 11/6/18 – 17/6/18 or the 13/8/18 -19/8/18 on the basis, it is a smaller fair than the “fireworks” fair and the ground should have recovered by mid-summer from the fair last September, and the project for Wharf Road will not be underway before those dates.**

 **Members reiterated their view that Mr. Cox not be granted**

 **a funfair on the recreation ground and for the Clerk to**

 **inform Mr. Cox.**

**011.9 The vacancy created by the resignation of Cllr. A. Wright has been duly advertised for the required period and there has been no call for an election, therefore the vacancy remains, and the position can be filled by co-option. Members wishes are requested.**

 **Members noted the vacancy and the possibility of co-option.**

 **011.10 Members will recall Pinxton Brookhill Group (PBG) wanting**

 **Permission to plant up several areas around Pinxton.**

 **PBG have now come back with a list of the streets and areas**

 **they would like to plant. They are also asking if there is any**

 **financial help the Council may wish to give.**

 **Members discussed this, and Cllr Kelly asked if it was too late to**

 **plant up. Helen given permission by the Chair to join in the**

 **debate said it would be spring bulbs planted in August for next**

 **spring. Other members asked about permissions from the County**

 **and Cllr. Coyle said he would sort the necessary permissions**

 **at Matlock.**

 **Other questions were asked about potting sheds and suppliers,**

 **all of which were answered by PBG. Cllr. Dooley said she would**

 **get a small grants form from BDC and Cllr. Alexander suggested**

 **planting the reservoir site up.**

 **Members asked the PBG group to come back with costs and**

 **say what funds the PBG had available then the Council**

 **would look at a grant.**

 **All in favour.**

**011.11 The Defibrillator Group have booked the village hall on the 23rd June 2018 in order to have a celebration and gathering of all the people who have helped with the group, those who have given donations and the SJAB for the training and ongoing training provision. Members are asked to consider allowing the Group free use of the VH or giving a small S137 grant which would cover the cost of the hire. The hire would be in the region of £72.00. Members views are sought.**

**Members agreed unanimously to the Defibrillator Group having**

**Free use of the Village Hall on the 23rd June 2018**

**011.12 In the past the PPC have looked at producing a Newsletter but have not progressed it of late. PBG do produce a Newsletter and have an excellent media coverage through Facebook and twitter etc. Members views are sought on PPC funding or help to fund the PBG Newsletter with the following proviso’s**

* **The Newsletter is delivered to every house in the Parish.**
* **PPC have a couple of pages for their own input**
* **PPC have a right of reply to any letter sent to the PBG Newsletter which mentions**

**the PPC in a good light or a bad light.**

**Members views are sought.**

 **Members thought this was an excellent idea but wanted a small group**

 **To work with PBG on the content. The group would consist of Cllrs.**

 **Kelly, Dooley, Fox and Drake -Brockman.**

 **It was proposed by Cllr.Hinman and seconded by Cllr. Coyle to**

 **fund the newsletter with £500.00 per quarter from the media**

 **budget. All in favour.**

**011.13 The Pinxton Remembers WW1 Group have written to the Clerk and asked if on the 11/11/18 following the parade to the Memorial from the Church,**

* **The VH would be available for refreshments**
* **The Group would like to have 74 trees to remember the fallen in perpetuity and wish to know if the PC would support an approach to Bolsover DC for the trees to be planted at Hilltop Park and;**
* **The group would like to rename the park “The Pinxton Memorial Park”**
* **The group would like the PC to reaffirm their agreement to a Memorial Board being sited in the entrance to the VH.**

**The Clerk can remind members that they have already agreed for the VH to be available free of charge all day on the 11/11/18**

**Members views are sought, and it may be appropriate to consider any funding the PC can support for the 74 trees and their planting if it happens.**

**Members discussed this, and the first point made was that the**

**Hilltop Park belongs to BDC and is used by the PPC under licence.**

**Secondly members were asking if there was enough room for 74**

**trees?**

**Cllr. Hinman and Cllr Street asked if there was a maintenance**

**Plan and who would pay, as 74 trees would eventually need some attention.**

**The Chair suggested the Reservoir site would be a better proposition, to create a natural woodland with daffodils underneath the trees, and that site is the Parish Councils.**

**The Clerk was asked to write to Mr. Taylor with regards to a**

**Maintenance plan and any costs he had for the 74 oak trees, and if he had been in touch with BDC concerning their site.**

**On the other matter of the VH on the 11/11 the Council had already given permission and free use, and they also unanimously agreed to allow the siting of a Memorial Board in the entrance to the VH, and to move the remembrance book adjacent to the Memorial Board.**

 **011.14 The Clerk wishes to report that The Pinxton United Football**

 **have applied for use of the Tops football ground for the 2018/19**

 **season.**

 **Members voted unanimously in favour of granting this.**

**011.15 Cllr. Kelly has asked that the Charity shop and flat be placed on the agenda. The Clerk can report that at least a dozen people have been taken around the flat and shop, but only one offer has been made and members are aware of that from an earlier meeting. The void rate- free period has now been reduced to three months from six months and therefore we now have a bill of £1100.00 for 2018/2019 for as long as we retain ownership. Members wishes are requested**

 **Members discussed the premises at length and the Chairman considered the premises value at £65,000 and the only bid we had received was well below this offer.**

 **Cllr. Kelly moved, and it was seconded, by Cllr. Dooley to have a cut off point of the 30th June for viewings and for other bids to come in. All in favour.**

 **The Clerk to report back in June if there is any progress and July if there isn’t.**

 **18/015.1 Decision on matter in Excluded items regarding additional**

 **expenditure.**

 **The Clerk explained this was here as it may require a decision to**

 **be made on an excluded item for some expenditure. The Clerk**

 **reported he did not think this would now be necessary following a**

 **meeting with our solicitor but any decision would rely on this**

 **minute number.**

 **Noted.**

**18/012 Financial Matters**

 **012.1 Income and expenditure Details for April 2018**

 **012.2 Bank reconciliation Statement as at 30th April 2018**

 **012.3 Monthly analysis of cash book for April 2018**

 **012.4 Budget to date**

 **012.5 Statement of Parish Council Investment**

 **012.6 To consider Parish Council Insurance Cover for 2018/2018**

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

 **above from 012.1 to 012.6 Inc. be approved and accepted.**

 **All in favour**

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

**013.1 The Clerk wishes to bring to Members attention two speakers for the 20th June Meeting. One the Clerk was asked to arrange with the Police & Crime Commissioner, Hardyl Dhindsa, and he is coming at 7.00pm, but before that Cllr. Dooley has asked Richard Scott, BDC Planning Enforcement Officer to come and speak. He is only available at 6.00pm. It may be an adjournment at 6.30pm for a drink before the PCC starts or have Richard as a separate meeting outside of the Parish Council meeting. Members views are sought.**

**Decided -open meeting at 6.00pm for the enforcement officer and the PC meeting at 7.00pm as normal with the PCC as speaker first**

**013.2 The Clerk wishes to report that BDC have completed the Local Plan and have Started the last round of Public consultation before it goes to the Inspector. The consultation dates are posted in the foyer and all members have been sent a copy of the letter informing the public and other interested parties with a link to the document itself (The Plan)**

**Noted**

**013.3 The Clerk can report that the MUGA (Astro turf) on Welfare Drive has been completely upgraded and will be maintained thereafter on a quarterly basis by Dura Sport who gave the best price Reports from the users of the MUGA say it is a fantastic job and great Improvement.**

**Noted**

**013.4 The Clerk wishes to report that on Monday 30th April an audit, in readiness for GDPR, was undertaken. The clerk explained about GDPR and how it also affected Members and clubs and societies.**

**Noted**

**013.5 The County Council have agreed a grant of £16,000 for the hammerhead and garden at Queen Street Pinxton. The money will be paid into Pinxton PC account who will then arrange for the work and the payment of said works. Quotes are to be sought for the work.**

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

 **014.1 GDPR (Data Protection Audit Report) Dealt with elsewhere.**

 **014.2 Came & company insurance renewal (dealt with elsewhere)**

**014.3 Bolsover DC details on Local Plan and last round of consultations. (circulated)**

 **014.4 Report from Internal auditor (dealt with elsewhere).**

**014.5 Letter from Highways England about further road closures on A38 (circulated)**

**014.6 Letter from DCC regarding grant for Queen Street. (dealt with elsewhere)**

 **014.7 Letters from Internal Auditor (dealt with elsewhere)**

**014.8 Letter from BDC pointing it out it is collect your plastic weekend with a permit to enter the recycling site with all your plastic in the special bags. The email came on the 11th May 2018 and the weekend in question is the 11th, 12th and 13th May 2018, giving no time to be part of the event and there are no special bags.**

**014.9 Letter from PBG regarding Pinxton in Bloom (Dealt with elsewhere)**

 **014.10 Letter from WW1 Group (Dealt with elsewhere)**

 **014.11 Letter from DCC replying to PPC letter regarding the Library proposals. Cllr. Lewis says the County are in the process of further consultation events.**

**014.12 Poster received for the “Get creative kids” 2018/2019 in Pinxton & SN**

**Noted**

**18/015 is an excluded item and comes after the date of the next meeting for**

 **Admin purposes.**

 **18/016 To note – The date of the next Parish Council meeting – 20th June 2018**

 **NB: This will be at 6.00pm if Members want to listen to the BDC Enforcement Officer concerning issues like Plymouth Avenue, with the proper meeting at 7.00pm with the PCC, Hardyl Dhindsa in attendance**