

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD
THURSDAY 25 MAY 2017 IN THE CAVENDISH ROOM IN THE SOCIAL CENTRE
COMMENCING AT 7.00PM.**

Present: Cllr. S. Smith (Chairperson), Cllr. D. McGregor (Vice-chairperson),
Cllr. P. Colbert, Cllr. C. Gilfillan, Cllr. E. Glassey, Cllr. K. Jones,
Cllr. Richardson, Cllr. N. Sanders, Cllr. R. Turner and Cllr. J Wells.

In Attendance: R. Nunn (Clerk/RFO), H. Hankinson (Assistant to the Clerk)

1. To Elect a Chairperson

Cllr. Smith called for nominations. Cllr. Smith proposed that Cllr. McGregor be appointed as Chairperson, seconded by Cllr. Glassey. There were no other nominations. All in favour.
Cllr. McGregor was duly elected as Chairperson and signed his acceptance of office.

Motion Carried

2. To Elect a Vice Chairman

Cllr. Gilfillan moved that Cllr. Smith be appointed as Vice-Chairperson, seconded by Cllr. McGregor. There were no other nominations Cllr. Smith was duly elected as Vice-chairperson. All in favour.

Motion Carried

3. Apologies for Absence

Apologies for absence were received from Cllr. J. Clifton.

4. To Elect Members of the Sub Committees and Delegates

Cllr. McGregor moved that the current Sub-Committee members and Delegates be re-elected to remain on the following Committees, seconded by Cllr. Smith. All in favour. **Motion Carried**

i) **Management Committee** – Cllrs. E. Glassey, C. Gilfillan, J Wells, P Richardson.

ii) **Audit Committee** - Cllrs. Smith, E. Glassey, C. Gilfillan and J. Wells.

iii) **Fireworks/Christmas Lights** - The Clerk to undertake administration in consultation with the Management Committee.

iv) **Roads and Pavements** - Direct to Cllr. McGregor as County Councillor or through Parish Clerk.

v) **Leisure/Open Spaces/Cemetery** - Cllr. McGregor and Cllr. Smith.

vi) **Allotments**
Dealt with by the allotment association

vii) **LaFarge** - Cllr. R. Turner.

viii) **Website/Newsletter** - Cllr. D. McGregor, P. Colbert.

ix) **Pub Watch** – Cllr. J. Wells.

5. To Agree Dates and Times of Future Meetings of the Council

Cllr. McGregor moved, seconded by Cllr. Glassey that the dates and time of the Parish Council meetings remain the same, 3.00pm each 4th Thursday of every month, excluding August and December.

Cllr. Colbert raised an amendment to the above that the meetings be held at 6.00pm. Following a show of hands this amendment was defeated. Following a show of hands 7 Councillors were in favour of the meeting remaining at 3.00pm and 3 were against. **Motion Carried.**

6. Declarations of Interest

The following declarations of interest were made.

Min no: 14 Planning – Cllr. R. Turner - Level 2

7. Motions to Vary Order of Business

None.

8. Police Report

There were no police present.

9. To Approve the minutes of:**9.1 Parish Council meeting held on 27 April 2017**

The minutes of the Parish Council meeting held on 27 April 2017 were agreed as a correct record. Cllr. McGregor moved, seconded by Cllr. Smith. **Motion Carried**

10. Financial Matters**10.1 To Approve the Financial Return for Year Ending 31.3.17 – Governance Statement**

The Clerk gave an overview of the purpose of the Annual Governance Statement and explained that it had to be approved before the Accounting Statements. Cllr. McGregor moved, seconded by Cllr. Gilfillan that the Annual Governance statement for 2016/17 be approved. **All in favour.**

10.2 To Approve the Financial Return for Year Ending 31.3.17 – Accounting Statements

The Clerk presented the Year End figures and answered several questions on them. He pointed out that at this stage the figure were still subject to external audit.

Cllr. McGregor moved, seconded by Cllr. Richardson that the Accounting Statements for 2016/17 be approved. **All in favour**

10.3 Approval of Payments – May 2017

The Clerk answered several questions about individual payments. Cllr. Sanders moved, seconded by Cllr. Smith that the applications for May 2017 payments be approved. **Motion Carried**

11. Review of Standing Orders – To Consider Proposal from Cllr. Colbert

The Council considered Cllr Colbert's proposal that a sub-committee be convened to look at possible changes/amendment to the Standing Orders and that the sub-committee report back with recommendations to the October Parish Council meeting. It was agreed that the sub-committee would comprise of Cllrs. McGregor, Smith and Colbert. Cllr. Colbert moved, seconded by Cllr. McGregor. **Motion Carried**

12. Parish Council Website – to Consider Proposal from Cllr. Colbert

The Council considered Cllr. Colbert's proposal that this Council provides a Website that satisfies the required standards as defined by regulations and endeavours to satisfy the requirements of best practice guides. Cllr. McGregor suggested that guidance may be required on how to comply and that additional costs may be incurred. Cllr. McGregor moved, seconded by Cllr. Gilfillan. **Motion Carried**

13. Parish Newsletter – to Consider Proposal from Cllr. Colbert

The Council considered Cllr. Colbert's proposal that appropriate funds be approved for a publication and distribution of a Parish Newsletter, twice a year at intervals decided by the Council, and that the contents and the structure of the Newsletter shall be agreed by a decision of the Council. After discussion it was agreed that the Newsletter should be published at a minimum of twice a year and that the Council makes a one off decision on the format/structure of the Newsletter. Members will be requested to submit ideas on what they feel should be included in the Newsletter and the Council approve each draft prior to publication. Cllr. McGregor moved, seconded by Cllr. Gilfillan. **Motion Carried**

14. Planning Applications

There were no issues raised regarding the following planning applications.

14.1 17/00077FUL – Added information/revised plans to former public house conversion.

14.2 CW5/111/71 - Restoration of former Colliery Lagoons – notification of planning application to be considered on 5 June together with site visit.

15. Correspondence

The Clerk read out the following:

15.1 Bill Elliott

The Clerk read out a letter from Bill Elliott, former Clerk, thanking the Council for its acknowledgement of his service in the recent Parish Newsletter.

15.2 INEOS

The Clerk read out an email from representatives of INEOS asking if they could use the Social Centre for a public exhibition about Shale Gas Extraction in the East Midlands. It was agreed that it was important the local community is kept up to date with these developments and therefore agreed to the request. All in agreement.

16. Creswell Heritage Trust

The Clerk read out a letter from the Creswell Heritage Trust inviting the Council to nominate a representative for the position of Trustee on their Board of Trustees. Cllr. Richardson proposed, seconded by Cllr. Gilfillan that Cllr, McGregor be nominated to occupy the position. **Action Clerk**

17. Unemployed Workers Centre – To Consider Room Use

Cllr. McGregor reported that he had received a request from the Derbyshire Unemployed Workers Centre asking for use of the Social centre for their regular sessions. Cllr. McGregor moved, seconded by Cllr. Smith that the Council support DUWC in free use the Social Centre but during times when the Centre is already open. This was agreed following a show of hands resulting in 5 for and 1 against. Clerk to write informing of opening times. **Motion Carried**

18. Active Communities Programme – to consider use of remaining £290

It was agreed that the remaining money left over from the Active Communities Programme should be allocated to the Tennis Club. Cllr. McGregor moved, seconded by Cllr. Gilfillan. **Motion Carried/Action Clerk**

There being no other business the meeting closed at 7.30pm.

Signed

Date