

ALDERWASLEY PARISH COUNCIL

Clerk: Ms R Bridges

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14 May 2019

To: The Chair and Members of Alderwasley Parish Council

Dear Councillor

You are summoned to attend the Annual Meeting of Alderwasley Parish Council to be held on Tuesday 21 May 2019, in St Margaret's Hall, Chapel Hill, Alderwasley ***immediately after the annual inspection of the old Memorial Hall site at 7.30pm.*** Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Meeting Room

Yours sincerely

R Bridges

Clerk

AGENDA

PART I - NON-CONFIDENTIAL INFORMATION

- 1 Appointment of Chairman and signing of declaration of acceptance of Office
- 2 Appointment of Vice Chairman and signing of declaration of acceptance of Office
- 3 To receive apologies for absence
- 4 Declaration of Members Interests

Please Note:-

- (a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time

The Declarations of Interests will be read out from the Declaration Sheet - Members will be asked to confirm that the record is correct.

- (b) To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

It is Members responsibility to review Register of Members' Interest forms regularly and to notify the Monitoring Officer of any changes

- 5 Change in order of business
- 6 Public Speaking (10 Minutes)
 - (a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any agenda item in accordance with the Council's public speaking policy.

- (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
- 7 To approve the Non-Confidential Minutes of the meeting held on 19.3.19 (Copy Attached)
- 8 Consideration of Planning Applications
 (a)AVA/2019/0268 - Lawful development certificate for the siting of 30 static caravans for permanent residential occupation and 30 static caravans for 12month holiday occupation at Haytop Farm Caravan Site, Alderwasley Park
 (b)AVA/2018/1093 - redevelopment of a petrol station site for commercial purposes including the provision of a new secure store and workshop building at Fountain Garage, Derby Road, Whatstandwell
- 9 Report of the Clerk on:
 (a) To review and adopt the following Council policies/procedures
 (i) Data Protection Policy
 (ii) Complaints Procedure
 (iii)Equal opportunities Policy
 (iv) Financial regulations
 (v) The current version of NALC'S standing orders
 (vi) Privacy statements for Cemetery, Staff & Councillors and General
 (vii)Document retention and disposal policy
 (viii) Press & Media Policy
 (vix) Freedom of information
 (x) Vexatious Policy
 (xi) Information Security Incident policy
 (b)To note the Council's (i) annual subscriptions paid in 2018/19
 CPRE £36
 DALC £161.08
 (ii) To note the Council's expenditure incurred under S137 in 2018/19
 RBL £23
 (c) To agree a schedule of meetings for the municipal year (Copy attached)
 (d) GDPR -To agree to continue the appointment of Jayne Cole of the Local Council Public Advisory Service as the Council's Data Protection Officer
 (e) To review the Council's asset register and insurance arrangements (Copy attached)
 (f) To appoint two members as the Council's representatives on St Margaret's Hall Management Committee
 (g) To appoint a Planning Sub Committee and agree the Committee's terms of reference - any 3 from 6 members to meet on the third Tuesday of the alternative month to Council meetings when required
 (h) To sign a deed for grave number 258
- 10 Derbyshire Association of Local Councils
 (a) Circular 4 - VAT: Making Tax Digital Update, Purdah Guidance, External Audit, News, Report from the Committee on Standards in Public Life, BREXIT: Government Guidance on Community Engagement, Rural England's State of Rural Services 2018 Report, Persimmon Homes - we're giving away £1 million
 (b) Circular 5 - DALC Excellence Awards - Year 2 - launch today, Internal Audit Check List, External Audit, Data Protection - clarification of Councillor exemption to paying a separate Data Protection fee, Adverse Publicity for Parish and Town Councils, Training courses
 (c) Circular 6 - DALC Spring Seminar 2019 - A huge success, Precept increases for Parish & Town Council Sector across the country, Community Infrastructure Levy (CIL) Legal Briefing, Plunkett trusteeships, Police and Crime Commissioner Spring

11 Finance
(a) Payments for approval

Chq No	Payee	£
000535	I.C.O	40.00
000536	HMRC	103.40
000537	Staff	513.35
000538	B Wood	39.40
000539	2commune	372.00

- (b) To note the bank reconciliation as at 31.3.19 (Copy attached)
- (c) To note the Internal Auditor's report 2018 -19 (Copy attached)
- (d) To approve the Annual Governance Statement 2018-19 (Copy attached)
- (e) To approve the Accounting statements 2018-19 (Copy attached)
- (f) To approve the AGAR exemption certificate (Copy attached)

12 Items for information

- (a) Countryside Voice - Spring
- (b) Ecclesbourne Express - Spring
- (c) Email from PCSO Bennett to report that she is moving to a new crime team in Matlock

13 Next meeting to be held on 16.7.19 to follow immediately after the annual **Kennel Wood and Cemetery inspection at 7.30pm**