

Carsington & Hopton Parish Council
Minutes of the Annual Meeting and Ordinary meetings of the Parish Council held at St Margaret's Church on Monday 22 May 2023 at 7.45pm

Present: Councillors: H.L. Corbett (Chair), N. Edmiston, R. Miles (Chair) S. Mitchell
Also, in Attendance: Kath Gruber (Parish Clerk)
Councillors D. Greatorex; L. Peacock, P. Slack (DDDC)
6 members of the public
Apologies: Councillor M. Wilson

FC/0523/01 Election of Chair of Parish Council

Councillor Miles was proposed as Chair of the Council. **Resolved:** that Councillor Miles be elected Chair of the Parish Council for 2023/2024. As Chair, she signed the Declaration of Acceptance of Office.

FC/0503/02 Election of Vice Chair of Parish Council

Councillor Corbett was proposed as Vice Chair of the Council. **Resolved:** that Councillor Corbett be elected Vice Chair of the Parish Council for 2023/2024. As Vice Chair, she signed the Declaration of Acceptance of Office.

FC/0523/03 Apologies for Absence

Apologies were received and accepted from Councillor M. Wilson (funeral)

FC/0523/04 Variation of Order of Business

Resolved to take agenda item 6 after item 4.

FC/0523/06 Public Speaking

DDDC Councillors

Councillors Greatorex, Peacock and Slack introduced themselves as the representatives of DDDC and advised that one of them would attend parish council meetings. They welcomed the council into the new ward of Wirksworth.

Resident

Advised that the churchyard was running out of space and it was likely to be transferred to the parish council.

FC/0523/05 Declaration of Members Interest

None

FC/0523/07 Exclusion of the Public

None

FC/0523/08 Minutes of the Parish Council Meetings

The Parish Council **Resolved:** that the minutes of the meeting held on 27 March 2023 are a correct record under the provisions for approval and signed by the Chair.

FC/0503/09 Standing Orders

Resolved: to adopt standing orders

FC/0503/10 Financial Regulations

Resolved: to adopt financial regulations.

FC/0503/11 Council and Officer Subscriptions

The Council reviewed the list and **Resolved:** a) to accept all subscriptions carried into 2023/24.

b) to check the adobe subscription had been divided equally between Clerk's other councils

FC/0523//12 Inventory of Assets

The Council reviewed and resolved to accept the asset register of land and buildings, and to ensure these were included in the Council's insurance cover.

FC/0523/13 General Power of Competence

1. The Council **Resolved:** that it meets the criteria of the number of councillors elected on 4 May 2023 election exceeded two thirds of its total number of councillors.
2. The Council noted that the Clerk was finalising the last unit of the Certificate in Local Council Administration (CiLCA) and, all being well, would pass the course by September 2023.
3. Once certificate awarded the Council would meet the eligibility criteria in terms of the Clerks qualifications and numbers of elected councillors and **Resolved:** to exercise the General Power of Competence from that point.

FC/0503/14 Council Policies

The Council **Resolved:** to adopt the following policies.

1. Complaints Policy
2. Equal Opportunities Policy
3. Risk Management Policy
4. Grant Policy
5. Freedom of Information – Council Publication Scheme
6. Privacy Policy
7. Discipline and Grievance Policy
8. Councillor/Officer Protocol
9. Councillor Code of Conduct

FC/0622/15 Annual Governance and Reconciliation 2022/2023

- a) The Council noted the Systems of Internal Control report prepared by the Clerk and the report of the Internal Auditor prepared on 4 May 2023.
- b) The Council considered the exemption statement on the 2022/2023 annual return, concluding that all matters had been met and **Resolved:** the Clerk and the Chair to sign the form.
- c) The Council considered the annual governance statement on the 2022/2023 annual return, concluding that all matters had been met and **Resolved:** the Clerk and the Chair to sign the form.
- d) The Council reviewed the accounting statement on the 2022/2023 annual return and **Resolved:** to indicate on the form that all statements had been met and Clerk and Chair to sign.
- e) The Council noted the dates of the exercise of public rights and **Resolved:** to publish on Council's website.

FC/0523/16 Village Plan Projects

- a) Speed Watch – Cllr Edmiston advised he was seeking an additional volunteer, and once that person trained, sessions would be scheduled for Spring.
- b) Metal Sheep/Ram – Councillor Edmiston had got a reduced offer of £3100 with free delivery and it was **Resolved:** to purchase.
- c) Closed Bid for Badgers – 2 bids received and accepted; it was **Resolved:** to invite bid for remaining badger.
- d) Bug Hotel – contractor to schedule time to complete this project.
- e) Telephone Box – work will start once bug hotel done.

FC/0523/17 Finance

- a) Scheme of Delegation – **Resolved:** to adopt the delegations as proposed.
- b) Accounts for Payment – the Council **Resolved:** to approve the payments at Schedule 1.
- c) Income – the Council noted the income received including the 1st instalment of the precept.
- d) Bank Reconciliation – noted and signed by the Chair.
- e) Wind Farm Application – the Council **Resolved:** to allocate grant of 50% towards the cost of metal sheep/ram.

FC/0523/18 Planning Applications

The Council discussed applications 23/00437/FUL and 23/00501/FUL and resolved to make no objections.

FC/0523/19 Village Matters

- a) Defibrillators:
 - Hopton – Councillor Miles has replaced the pads and webnos has been updated.
 - Carsington – Councillor Edmiston reported that the new heated cabinet was in place,
- b) Jubilee Tree plaque – Cllr Mitchell advised he has finished this, it has been made from recycled materials. It was **Resolved:** to consult with contractor responsible for village planting as to where to place it.
- c) Signage – the Council discussed more signage and **Resolved:** to put up dog waste sign and no other signage.
- d) Dog Waste – no issues reported.
- e) Village planting and maintenance – the Council **Resolved:** a) to ask planting contractor to give cost for some weeding and schedule additional planting b) to request maintenance contractor cut the village green hawthorn hedge twice a year.
- f) Asset Register – Hopton noticeboard needs replacing, 1 quotes to July meeting.

FC/0523/20 Correspondence & Consultations

- a) The Council noted the contents of Dalc circulars – April and May 2023
- b) Consultation on Derbyshire Wards – the Council noted timings.
- c) General correspondence – reviewed and noted.
- d) Resident correspondence – i) the Council noted the correspondence ii) Councillor Miles gave the Clerk a letter given to her from a resident prior to the meeting and it was agreed the Clerk would respond.
- e) Clerk's Action - the Council reviewed the actions, noting that climate change would feature at Dalc event the Clerk is attending in June.

FC/0523/21 Next Council meetings

- a) 2023/2024 dates – it was noted that 25/9/2023 might be a problem, it was **Resolved:** to reschedule if absences meant it was iniquorate.
- b) Items for next agenda – **Resolved:** ROSPA inspection and replacement noticeboard quotes (both wood and wood effect) to be considered at next meeting.
- c) Next meeting – it was **Resolved:** that the next meeting would be on 31 July 2023 at 7pm. Councillor Edmiston gave his apologies.

Meeting closed 9pm

SCHEDULE 1
March 2023 Payments

Code	Supplier	Net	VAT	Total
Insurance	Hiscox Insurance	65.35		65.35
Pension	B&CE Pension	31.81		31.81
Website	Wix.com	90.00	18.00	108.00
Salary	Employee	324.14		324.14
Expenses	Employee	30.60		30.60
PAYE	HMRC	86.60		86.60
Postage	Post Office	4.10		4.10
Office Supplies	Amazon	4.44		4.44
Subscription Costs	Adobe	12.57		12.57
Insurance	BHIB Council Insura	647.83		647.83
Postage	Post Office	2.05		2.05
Environment	K Phillips-Moul	20.00		20.00
Office Supplies	Amazon	23.32		23.32
Subscription Costs	Adobe	7.59		7.59
Bank Charges	Unity Bank	18.00		18.00
	Tota	1,368.40	18.00	1,386.40

April Payments

Code	Supplier	Net	VAT	Total
Salary	Employee	344.22		344.22
Defibrillator	A Deptford	101.00	20.20	121.20
PAYE	HMRC	84.80		84.80
PAYE	HMRC	163.50		163.50
Kings Coronation	RUNNING IMP	268.27	53.65	321.92
Kings Coronation	Running Imp	314.74		314.74
Subscription Costs	Dalc	84.26		84.26
	Tot	1,360.79	73.85	1,434.64