

## ALDERWASLEY PARISH COUNCIL

Minutes of the Council meeting held on Tuesday 16 May 2023 at St Margaret's Hall

Present: Mr K MacArthur in the Chair, Mr D Deaville, Mr K Matkin and Clerk

### Contents

1/23	Election of Chair.....	477
2/23	Election of Vice Chair.....	477
3/23	Apologies for Absence.....	477
4/23	Declarations of Members' Interest.....	478
5/23	Change in Order of Business.....	478
6/23	Public Speaking.....	478
7/23	Minutes of the Council meeting held on 21 March 2023.....	478
8/23	Annual Inspection of the old Hall Site.....	478
9/23	Items for consideration and decision.....	478
(a)	Policies/Procedures.....	478
(b) (i)	Annual Subscriptions.....	478
(ii)	S137.....	478
(c)	Planning Sub Committee.....	478
(d)	Schedule of Meetings 2023-24.....	478
(e)	Representatives on St Margaret's Hall Management Committee.....	479
(f)	Councillor Vacancies.....	479
10/23	Finance.....	479
11/23	Consideration of Planning Applications.....	479
12/23	Dalc.....	479
13/23	Items for information.....	479
14/23	Date of Next Meeting.....	479

#### **1/23 Election of Chair**

Councillor Wordley was elected as Chair. Declarations of acceptance of Office to be completed at the next meeting

#### **2/23 Election of Vice Chair**

Councillor MacArthur was elected as Vice Chair and he duly signed a declaration of acceptance of office

#### **3/23 Apologies for Absence**

Apologies for absence was received and accepted from Councillor Wordley

**4/23 Declarations of Members' Interest**

None

**5/23 Change in Order of Business**

None

**6/23 Public Speaking**

None

**7/23 Minutes of the Council meeting held on 21 March 2023**

RESOLVED to approve the minutes of the Council meeting held on 21 March 2023 and they were signed by the Chair as a true record

**8/23 Annual Inspection of the old Hall Site**

The annual inspection was carried out. All boundaries and gateways are in tact

**9/23 Items for consideration and decision**

**(a) Policies/Procedures**

The following policies and procedures were reviewed. RESOLVED to adopt them with no amendments

- (i) Data Protection Policy
- (ii) Complaints Procedure
- (iii) Financial regulations
- (iv) Standing orders
- (v) Privacy statements for Cemetery, Staff & Councillors and General
- (vi) Document retention and disposal policy
- (vii) Press & Media Policy
- (viii) Freedom of information
- (ix) Vexatious Policy
- (x) Information Security Incident policy
- (xi) Equality and Diversity policy

**(b) (i) Annual Subscriptions**

RESOLVED To note the Council's annual subscriptions paid in 2022/23

CPRE £40  
DALC £224.56

**(ii) S137**

RESOLVED To note the Council's expenditure incurred under S137 in 2022/23

RBL £23

**(c) Planning Sub Committee**

RESOLVED 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 and to make comments on planning applications on behalf of the Council

**(d) Schedule of Meetings 2023-24**

RESOLVED to agree the following schedule of meetings and to ask Councillor Wordley to carry out the Wood inspection for 2023 at a convenient time

Date .....
Signed .....

Date	Time	Description
18.7.23	7.30pm	Cemetery inspection followed by Full Council
19.9.23	8pm	Full Council
21.11.23	8pm	Full Council
16.1.24	8pm	Full Council
19.3.24	8pm	Full Council
21.5.24	7pm	Old Hall site inspection, Kennel Wood inspection followed by full Council

**(e) Representatives on St Margaret's Hall Management Committee**

RESOLVED to appoint Councillor Wordley only until the Councillor vacancies have been filled as due to declarations of interest it would make the Council inquorate appointing two Members

**(f) Councillor Vacancies**

The Clerk reported that due to the uncontested election there are two Councillor vacancies that need to be filled by co-option. RESOLVED to adopt a Co-option Policy and to advertise the vacancies on the notice boards and Council web site

**10/23 Finance**

(a) RESOLVED to approve the following payments

Chq No.	Payee	£
000622	I.C.O.	40.00
000623	Staff	686.45
000624	East Midlands Audit Services Ltd	78.00
000625	2commune	372.00

(b) RESOLVED To note the bank reconciliation as at 31.3.23

(c) AGAR 2022/23 - RESOLVED to approve the Certificate of Exemption

(d) AGAR 2022/23 - RESOLVED to note the Internal Audit report

(e) AGAR 2022/23 - RESOLVED to approve the Annual Governance statement

(f) AGAR 2022/23 - RESOLVED to approve the Accounting Statements

(g) RESOLVED to note a copy of significant variances

**11/23 Consideration of Planning Applications**

None

**12/23 Dalc**

RESOLVED to note April and May newsletters

**13/23 Items for information**

RESOLVED to note the following items

(a) Ecclesbourne Express Winter issue

(b) Clerks and Councils Direct - March issue

(c) WACAG - Haytop Park latest developments

(d) AVBC Monitoring Officer - Purdah guidance

**14/23 Date of Next Meeting**

Tuesday 18 July 2023, Cemetery inspection at 7.30pm, the Council meeting will start immediately after the inspection

Date .....
Signed .....