

ALDERWASLEY PARISH COUNCIL

Minutes of the Council meeting held on Tuesday 21 May 2024 at St Margaret's Hall

Present: Mrs H Wordley in the Chair, Mr D Deaville, Mr W Dickinson, Mr K MacArthur, Mr K Matkin, Mr M Oulton, one member of the Public and Clerk

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1/24 Election of Chair

Councillor Wordley was proposed by Councillor Deaville and seconded by Councillor Matkin to be elected as Chair. Councillor Wordley duly signed an acceptance of Office

2/24 Election of Vice Chair

Councillor MacArthur was proposed by Councillor Deaville and seconded by Councillor Matkin to be elected as Chair. Councillor MacArthur duly signed an acceptance of Office

3/24 Apologies for Absence

None

4/24 Declarations of Members' Interest

Councillor Wordley declared an interest in St Margaret's Hall as the Council's representative and Chair of the Committee

5/24 Change in Order of Business

RESOLVED to move agenda item 9(a) (i) as the first item for discussion as the Treasurer of the Committee was in attendance to discuss the contents insurance cover

6/24 Public Speaking

None

7/24 Minutes of the Council meeting held on 17 March 2024

RESOLVED to approve the minutes of the Council meeting held on 17 March 2024 and they were signed by the Chair as a true record

8/24 Items for consideration and decision

(a) (i) Request from the Village Hall Committee

Members discussed the request to increase the contents insurance cover to £30,000 with the Treasurer of the Committee. The Treasurer had carried out an inventory of all the Committees equipment and renewal costs and the current insurance cover value was not enough to replace the items if there was an unforeseen disaster. RESOLVED for the Clerk to ask the insurers to provide two quotes at renewal for £20,000 and £30,000 contents cover which will be considered at the September meeting. Clerk to also ask the insurers to amend the building sections of the policy to remove the wording toilet block and replace with shed housing the ground source heat pump and equipment/furniture

(ii) Village Hall Committee Accounts 2023 - 24

RESOLVED to note a copy of the accounts

(b) Policies and Procedures

The following policies and procedures were reviewed. RESOLVED to adopt the following

- (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
- (xii) Co-option Policy

- (xiii) Disciplinary and Grievance policies
- (xiv) Public Speaking at Council meetings policy

(c) (i) Annual Subscriptions

RESOLVED to note Council's annual subscriptions paid in 2023/24
 CPRE £40
 DALC £251.46

(ii) Expenditure incurred under S137

RESOLVED To note the Council's expenditure incurred under S137 in 2023/24
 RBL £23

(d) Planning Sub Committee

RESOLVED to appoint a Planning Sub Committee and agree the Committee's terms of reference as 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

(e) Schedule of Council meetings

RESOLVED to adopt the following schedule of Council meetings for the 2024-25 municipal year

Date	Time	Description
16.7.24	7.30pm	Cemetery inspection followed by Full Council
17.9.24	8pm	Full Council
19.11.24	8pm	Full Council
21.1.25	8pm	Full Council
18.3.25	8pm	Full Council
20.5.25	7pm	Old Hall site inspection, Kennel Wood inspection followed by full Council

(f) Representatives on the Village Hall Management Committee

RESOLVED to appoint Councillors Wordley and Dickinson as the Council's representatives on the Committee

(g) Memorial application

Members considered a memorial application for grave number 220. RESOLVED to refuse the application as the size and design did not meet the criteria of the Cemetery rules

(h) Annual Site inspections

(i) Old Memorial Hall Site

The site was viewed from the gate and all boundaries appeared in tact

(ii) Kennel Wood

Members walked through the Wood. The site appeared to be in good order. The only issue raised was that there are two patches of Knotweed. RESOLVED to discuss this further at the July meeting

9/24 Finance

(a) RESOLVED to approve the following payments

Chq no	Payee	£
000644	I.C.O	40.00
000645	EMAS	70.00
000646	Staff	749.02

(b) RESOLVED to note the bank reconciliation as at 31.3.24

(c) AGAR 2023/24 - RESOLVED to approve the Certificate of Exemption

(d) AGAR 2023/24 - RESOLVED to note the Internal Audit report

(e) AGAR 2023/24 - RESOLVED to approve the Annual Governance statement

(f) AGAR 2023/24 - RESOLVED to approve the Accounting Statements

(g) RESOLVED to note a copy of significant variances

10/24 Consideration of Planning Applications

None

11/24 Dalc

RESOLVED to note April and May newsletters

12/24 Items for Information

RESOLVED to note the following items

(a) Clerks & Councils - May issue

(b) Ecclesbourne Express - Spring

(c) Countryside Voices - Spring/Summer

13/24 Date of next meeting

Tuesday 16.7.24, the Council meeting will follow immediately after the annual Cemetery inspection at 7.30pm