

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

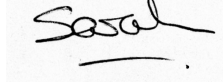
15th May 2017

Dear Councillor,

You are summoned to attend the Rowsley Parish Council Annual general meeting on **22nd May 2017 at 7.30pm in the Village Hall, Rowsley.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sarah Porter

ANNUAL GENERAL MEETING AGENDA

		<i>Action Required</i>
1.	Election of Chairman	Approval
2.	Election of Vice-Chairman	Approval
3.	Apologies for absence – Cllr Friend	To note
4.	To confirm the Minutes of the Annual General Meeting held on 23 rd May 2016	Approval
5.	Accounts for the year 2016-2017 – Appendix 1	Approval
6.	Annual Audit Return	Approval
7.	Appointments to outside bodies: <ul style="list-style-type: none">• Outside bodies – Cllr Kath Potter• Village Hall Committee – Cllr Victoria Friend• Caudwell’s Mill	Approval
8.	Code of Conduct	Approval
9.	Register of Interest Forms	To complete
10.	AGM Closed move on to Council meeting	

DATE OF NEXT AGM

- Monday 21st May 2018

Held at 7.30pm in the Village Hall

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

ROWSLEY PARISH COUNCIL

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ANNUAL GENERAL MEETING MINUTES

For the meeting held on 23rd May 2016 in The WI Room, Village Hall, Rowsley

Councillors present:	Kath Potter Richard Bean	Stephen Bones	Apologies:	Cllr Polly Haylock Cllr Victoria Friend
Others:	Robert Hockley Cllr Jo Wild (Derbyshire Dales DC and Derbyshire CC) Sarah Porter		Not present:	PCSO Hayley Grundy (Police)

		<i>Action Required</i>																																																																																																																																																											
1.	Election of Chairman Cllr Bean nominated Cllr Potter and Cllr Bones seconded. This was unanimously approved.																																																																																																																																																												
2.	Election of Vice-Chairman Cllr Potter nominated Cllr Bean and Cllr Bones seconded. This was unanimously approved.																																																																																																																																																												
3.	Apologies for absence were received from Cllr Friend, Cllr Haylock and PCSO Grundy																																																																																																																																																												
4.	The Minutes of the Annual General Meeting held on 18 th May 2015 were approved																																																																																																																																																												
5.	<p>Accounts for the year 2015-2016 and Annual Audit Return The 2015-2006 internally audited accounts and the annual audit return were approved.</p> <p>ROWSLEY PARISH ACCOUNTS 2015/16</p> <table border="1"> <thead> <tr> <th colspan="2"></th> <th colspan="3">Year to Date at 31.03.16</th> </tr> <tr> <th colspan="2"></th> <th></th> <th>12</th> <th></th> </tr> <tr> <th>Date</th> <th>31st March 2016</th> <th>Actual £</th> <th>Budget £</th> <th>Difference</th> </tr> <tr> <th>Month</th> <th>12</th> <th>To Date</th> <th></th> <th>£</th> </tr> </thead> <tbody> <tr> <td>PAYMENTS</td> <td>Clerk's salary</td> <td align="right">2,619.36</td> <td align="right">2,500.00</td> <td align="right">(119.36)</td> </tr> <tr> <td></td> <td>Clerk's expenses</td> <td align="right">301.15</td> <td align="right">300.00</td> <td align="right">(1.15)</td> </tr> <tr> <td></td> <td>PAYE</td> <td align="right">217.37</td> <td align="right">0.00</td> <td align="right">(217.37)</td> </tr> <tr> <td></td> <td>Audit</td> <td align="right">125.00</td> <td align="right">125.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Ground</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Maintenance</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td> £</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td> Grass</td> <td align="right">2,499.99</td> <td align="right">2,500.00</td> <td align="right">0.01</td> </tr> <tr> <td></td> <td> Recreation</td> <td align="right">371.84</td> <td align="right">300.00</td> <td align="right">(71.84)</td> </tr> <tr> <td></td> <td> Ground</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td> Allotment</td> <td align="right">160.00</td> <td align="right">160.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td> Community</td> <td align="right">280.00</td> <td align="right">150.00</td> <td align="right">(130.00)</td> </tr> <tr> <td></td> <td> Garden</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td> Bus stops</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td> Footpaths</td> <td align="right">250.00</td> <td align="right">0.00</td> <td align="right">(250.00)</td> </tr> <tr> <td></td> <td> Safety</td> <td align="right">88.00</td> <td align="right">350.00</td> <td align="right">262.00</td> </tr> <tr> <td></td> <td> Rent</td> <td align="right">172.91</td> <td align="right">0.00</td> <td align="right">(172.91)</td> </tr> <tr> <td></td> <td> Snow</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td> Hall hire</td> <td align="right">180.00</td> <td align="right">200.00</td> <td align="right">20.00</td> </tr> <tr> <td></td> <td> Insurance</td> <td align="right">597.91</td> <td align="right">600.00</td> <td align="right">2.09</td> </tr> <tr> <td></td> <td> Subscriptions</td> <td align="right">419.18</td> <td align="right">250.00</td> <td align="right">(169.18)</td> </tr> <tr> <td></td> <td> Training</td> <td align="right">65.00</td> <td align="right">100.00</td> <td align="right">35.00</td> </tr> <tr> <td></td> <td> S137</td> <td align="right">1,000.00</td> <td align="right">600.00</td> <td align="right">(400.00)</td> </tr> <tr> <td></td> <td> Website</td> <td align="right">64.80</td> <td align="right">90.00</td> <td align="right">25.20</td> </tr> <tr> <td></td> <td> Misc</td> <td align="right">166.48</td> <td align="right">200.00</td> <td align="right">33.52</td> </tr> <tr> <td></td> <td>Total Payments</td> <td align="right">9,578.99</td> <td align="right">8,425.00</td> <td align="right">(1,153.99)</td> </tr> <tr> <td></td> <td>VAT</td> <td align="right">113.54</td> <td align="right">0.00</td> <td align="right">(113.54)</td> </tr> </tbody> </table>			Year to Date at 31.03.16						12		Date	31st March 2016	Actual £	Budget £	Difference	Month	12	To Date		£	PAYMENTS	Clerk's salary	2,619.36	2,500.00	(119.36)		Clerk's expenses	301.15	300.00	(1.15)		PAYE	217.37	0.00	(217.37)		Audit	125.00	125.00	0.00		Ground					Maintenance					£					Grass	2,499.99	2,500.00	0.01		Recreation	371.84	300.00	(71.84)		Ground					Allotment	160.00	160.00	0.00		Community	280.00	150.00	(130.00)		Garden					Bus stops	0.00	0.00	0.00		Footpaths	250.00	0.00	(250.00)		Safety	88.00	350.00	262.00		Rent	172.91	0.00	(172.91)		Snow	0.00	0.00	0.00		Hall hire	180.00	200.00	20.00		Insurance	597.91	600.00	2.09		Subscriptions	419.18	250.00	(169.18)		Training	65.00	100.00	35.00		S137	1,000.00	600.00	(400.00)		Website	64.80	90.00	25.20		Misc	166.48	200.00	33.52		Total Payments	9,578.99	8,425.00	(1,153.99)		VAT	113.54	0.00	(113.54)	Clerk to submit audit
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Chairman's Signature Date.....

	Total Payments after VAT		9,692.53	8,425.00	(1,267.53)
RECEIPTS	Allotment		269.00	269.00	0.00
	Recreation Ground		2,014.00	0.00	2,014.00
	Burial Ground		815.00	0.00	815.00
	Interest		65.92	50.00	15.92
	Rent		500.00	200.00	300.00
	Reimbursable expenditure		1,051.00	1,051.00	0.00
	Footpath grant		506.74	250.00	256.74
	VAT		1,005.63	1,200.00	(194.37)
	Total Receipts before precept		6,227.29	3,020.00	3,207.29
	Precept and Tax Grant		6,552.00	6,903.00	(351.00)
	Total Receipts with precept		12,779.29	9,923.00	2,856.29
	Difference		3,086.76	1,498.00	1,588.76
			Current account	Deposit Account	Combined
	Start balance		£ 919.00	£ 7,737.71	£ 8,656.71
	Current balance	30/03/2016	£ 50.00	£11,693.47	£ 11,743.47
	Current balance	Spreadsheet	£ 50.00	£11,693.47	£ 11,743.47
6.	Standing Orders It was approved that no changes were required and the existing Standing Orders continue				
7.	Financial Regulations It was approved that no changes were required and the existing Regulations continue				
8.	Appointments to outside bodies: <ul style="list-style-type: none"> Village Hall Committee – Cllr Victoria Friend Outside meetings – Cllr Kath Potter 				
9.	Code of Conduct This was approved				
10	Register of Interest Forms These need completing by all Councillors				All
11	GM Closed move on to Council meeting at 7.36				

DATE OF NEXT AGM

- Monday 22nd May 2016

Held at 7.30pm in the Village Hall

Rowsley Parish Council
Bank Rec. As at 5th April 2017

	RBS Current £	RBS Reserve £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2016	50.00	11,693.47	11,743.47	
plus : receipts	13,835.30	-2,171.51		
less : payments	-16,061.19			
To deposit	2,225.89			
	<u>50.00</u>	<u>9,521.96</u>	<u>9,571.96</u>	2,171.51
Unpresented chqs			0.00	
Unpresented receipts			0.00	
Balance	<u>50.00</u>	<u>9,521.96</u>	<u>9,571.96</u>	
Bank : Current A/C - 11/4/17	50.00		50.00	
Deposit A/C - 30/3/17	0.00	9,521.96	9,521.96	
			0.00	
	<u>50.00</u>	<u>9,521.96</u>	<u>9,571.96</u>	
difference	0.00	0.00	0.00	

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

Monthly Budget Monitoring

ROWSLEY PARISH COUNCIL		Year to Date at 05/04/17			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2016 - 2017		12					
Date	5th April 2017	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	12	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	3,752.29	2,500.00	(1,252.29)	1,878.03	2,500.00	621.97
	Clerk's expenses	319.46	300.00	(19.46)	350.00	300.00	(50.00)
	PAYE	0.00	0.00	0.00	0.00	0.00	0.00
	Audit fees	139.30	139.30	0.00	200.00	139.30	(60.70)
	Hall Hire & Rent	173.06	256.60	83.54	100.00	256.60	156.60
	Subscriptions	369.82	161.74	(208.08)	65.00	161.74	96.74
	Website	235.79	250.00	14.21	200.00	250.00	50.00
	Insurance	399.53	399.53	0.00	200.00	399.53	199.53
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	0.00	50.00	50.00	0.00	50.00	50.00
		5,389.25	4,057.17	(1,332.08)	2,993.03	4,057.17	1,064.14
	Ground Maintenance						
	Grass cutting	2,539.99	2,500.00	(39.99)	0.00	2,500.00	2,500.00
	Recreation Ground	1,681.58	800.00	(881.58)	0.00	800.00	800.00
	Allotment	810.00	500.00	(310.00)	810.00	500.00	(310.00)
	Community Garden	290.00	150.00	(140.00)	290.00	150.00	(140.00)
	Bus Stops	0.00	0.00	0.00	0.00	0.00	0.00
	Footpaths	0.00	0.00	0.00	608.00	0.00	(608.00)
		5,321.57	3,950.00	(1,371.57)	1,708.00	3,950.00	2,242.00
	Safety	4,299.00	159.00	(4,140.00)	0.00	159.00	159.00
		4,299.00	159.00	(4,140.00)	0.00	159.00	159.00
	S137 Grants						
	S137 grants	100.00	300.00	200.00	400.00	300.00	(100.00)
		100.00	300.00	200.00	400.00	300.00	(100.00)
	Total Payments	15,109.82	8,466.17	(6,643.65)	5,101.03	8,466.17	3,365.14
	VAT	951.37	0.00	(951.37)	30.00	0.00	(30.00)
	Total Payments after VAT	16,061.19	8,466.17	(7,595.02)	5,131.03	8,466.17	# 3,335.14
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	175.00	148.00	27.00	148.00	148.00	0.00
	Bank Interest	54.38	50.00	4.38	50.00	50.00	0.00
	Allotment	362.76	269.00	93.76	269.00	269.00	0.00
	Recreation Ground	3,346.00	1,000.00	2,346.00	1,000.00	1,000.00	0.00
	Burial Ground	1,785.00	0.00	1,785.00	0.00	0.00	0.00
	DDDC Reimbursements	1,051.00	1,051.00	0.00	1,051.00	1,051.00	0.00
	Rent	200.00	200.00	0.00	200.00	200.00	0.00
	Footpath Grant	250.00	250.00	0.00	250.00	250.00	0.00
	Vat	113.54	1,200.00	(1,086.46)	1,200.00	1,200.00	0.00
	Total Receipts before precept	7,337.68	4,168.00	3,169.68	4,168.00	4,168.00	0.00
RECEIPTS	Precept	6,552.00	6,552.00	0.00	6,552.00	6,552.00	0.00
		13,889.68	10,720.00	3,169.68	10,720.00	10,720.00	0.00
		-2,171.51	2,253.83	10,764.70	5,588.97	2,253.83	# -3,335.14

Payments

ROWSLEY PARISH COUNCIL
PAYMENTS 2016 - 2017

DATE	Cheque	Paid To/Details	Cleared Account	Meeting Approval	ADMINISTRATION										Ground Maintenance					Safety	DONATIONS	TOTAL	VAT	TOTAL						
					Clerk's Salary	Clerk's Expenses	PAYE	Audit Fees	Hall Hire and rent	Subs	Website (and paper and comma)	Insurance	Snow	Training	Grass Cutting	Recreation Ground	Allotment	Community Garden/ Burial Ground	Bus Stops						Footpaths	By Category	By Item			
					Budget	Revised Budget																								
05/04/2016	679	DALC - from 15/16	05/04/2016	21/03/2016		2,500.00	300.00	0.00	125.00	200.00	250.00	90.00	600.00	0.00	100.00	2,500.00	300.00	160.00	150.00	0.00	0.00	350.00	600.00	8,225.00						
25/04/2016	680	S Porter - Clerk	06/05/2016	25/04/2016		2,500.00	300.00	0.00	139.30	256.60	161.74	250.00	399.53	0.00	80.00	2,500.00	800.00	500.00	150.00	0.00	0.00	159.00	300.00	8,466.17						
25/04/2016	681	Haddon - Allotment Rent	10/05/2016	25/04/2016						56.60								300.00						155.74		155.74				
25/04/2016	682	Little Acoms - Spraying	03/05/2016	25/04/2016							6.00													379.05		379.05				
25/04/2016	683	PPFF - Subs	19/05/2016	25/04/2016																				56.60		56.60				
23/05/2016	684	S Porter - Clerk	02/06/2016	23/05/2016		236.93	6.60									873.33								300.00		300.00				
23/05/2016	685	Haddon Landscapes - Mowing	03/06/2016	23/05/2016																				6.00		6.00				
23/05/2016	686	B Wood - Audit	08/06/2016	23/05/2016					39.30															243.53		243.53				
27/06/2016	687	S Porter - Clerk	30/06/2016	27/06/2016		336.96	16.89									873.33								39.30		39.30				
27/06/2016	688	Haddon Landscapes - Mowing	05/07/2016	27/06/2016																				353.85		353.85				
27/06/2016	689	Zurich - Insurance	04/07/2016	27/06/2016									399.53											873.33		873.33				
27/06/2016	690	Ferland Leisure - swings	05/07/2016	27/06/2016																				399.53		399.53				
27/06/2016	691	Playsafety - Rospa	05/07/2016	27/06/2016																		70.00		293.33	58.67	352.00				
27/06/2016	692	MJ Burnett - Flailing	07/07/2016	27/06/2016																				70.00		70.00				
15/09/2016	DD	BT - Website	15/09/2016	25/07/2016								16.20												135.00	27.00	162.00				
25/07/2016	693	S Porter - Clerk	03/08/2016	25/07/2016		305.37																		16.20		16.20				
25/07/2016	674	Chatsworth - signs	09/08/2016	25/07/2016																				305.37		305.37				
25/07/2016	695	S Porter - Clerk	03/08/2016	25/07/2016		315.90																		89.00		89.00				
27/09/2016	696	S Porter - Clerk	19/10/2016	27/09/2016		242.19	100.00																	315.90		315.90				
27/09/2016	697	D Pathe - Maintenance	05/10/2016	27/09/2016																				342.19		342.19				
27/09/2016	698	Grant Thornton - Audit	04/10/2016	27/09/2016					100.00															330.00		330.00				
27/09/2016	699	S Cordingley - website	17/10/2016	27/09/2016																				100.00	20.00	120.00				
15/09/2016	DD	BT - Website	15/09/2016	24/10/2016								16.20												150.00		150.00				
24/10/2016	700	S Porter - Clerk	02/11/2016	24/10/2016		363.29	52.62																	16.20		16.20				
24/10/2016	701	D Pathe - Maintenance	02/11/2016	24/10/2016																				415.91		415.91				
24/10/2016	702	H Owen - Interim Clerk	31/10/2016	24/10/2016		90.00																		159.75		159.75				
24/10/2016	703	Community Heartbeat Trust - Defib	01/11/2016	24/10/2016																				90.00		90.00				
24/10/2016	704	Haddon Landscapes - Mowing	31/10/2016	24/10/2016																				3790.00	758.00	4548.00				
28/11/2016	705	S Porter - Clerk	07/12/2016	28/10/2016		345.48	43.35																	933.33		933.33				
28/11/2016	706	Friends of Peak District - Subs	20/12/2016	28/10/2016						50.00														388.83		388.83				
28/11/2016	707	S Porter - Clerk	07/12/2016	28/10/2016		318.90																		50.00		50.00				
15/12/2016	DD	BT - Website	15/12/2016	15/12/2016								16.20												318.90		318.90				
30/01/2017	708	S Porter - Clerk	08/02/2017	30/01/2017		212.60																		16.20		16.20				
30/01/2017	709	TDP Limited - bench	14/02/2017	30/01/2017																				368.50	73.70	442.20				
30/01/2017	710	Simpson Electrical - defib	07/02/2017	30/01/2017																				350.00		350.00				
27/02/2017	711	S Porter - Clerk	09/03/2017	27/02/2017		361.42																		361.42		361.42				
27/02/2017	712	DALC - subs	11/04/2017	27/02/2017																				158.08		158.08				
27/02/2017	713	Haddon Estate	09/03/2017	27/02/2017						58.39														58.39		58.39				
27/02/2017	714	B&B PC - Paper	13/03/2017	27/02/2017																				15.59		15.59				
27/02/2017	715	P Morton - car park surface	08/03/2017	27/02/2017																				420.00		420.00				
27/03/2017	716	S Porter - Clerk	05/04/2017	27/03/2017		344.20																		344.20		344.20				
27/03/2017	717	Haddon Estate	03/04/2017	27/03/2017						58.07														58.07		58.07				
27/03/2017	718	Little Acoms - Allotment work	03/04/2017	27/03/2017																				370.00		370.00				
27/03/2017	719	D Pathe - Maintenance	05/04/2017	27/03/2017																				265.00		265.00				
15/03/2017	DD	BT - Website	15/03/2017	24/04/2017																				21.60		21.60				
27/03/2017	720	Derbyshire Children's Holiday	07/04/2017	27/03/2017																				100.00		100.00				
						3,752.29	319.46	0.00	139.30	173.06	369.82	235.79	399.53	0.00	0.00	2,539.99	1,681.58	810.00	290.00	0.00	0.00	4,299.00	100.00	15,109.82	951.37	16,061.19				
						5,389.25										5,321.57					4,299.00		100.00		15,109.82		951.37		16,061.19	

Receipts

ROWSLEY PARISH COUNCIL

RECEIPTS 2016 - 2017

		Totals												
		Budget	6,552.00	175.00	54.38	362.76	3,346.00	0.00	1,051.00	200.00	250.00	113.54	13,889.68	
		Revised Budget	6,552.00	175.00	50.00	269.00	1,000.00	0.00	1,051.00	200.00	250.00	1,200.00	10,747.00	
Date	Received from	For	Cleared account	Precept	Grant	Interest	Allotment	Recreation Ground	Burial Ground	DDC Reimburse	Rent	Footpath Grant	VAT	TOTAL
14/04/2016	J Reed and G Lewis	Allotment Rent	22/04/2016				85.00							85.00
22/04/2016	E Spencer	Allotment Rent	29/04/2016				50.00							50.00
25/04/2016	Car Boot	Car Boot income	29/04/2016					155.00						155.00
26/04/2016	P Anderson	Allotment Rent	29/04/2016				35.00							35.00
04/04/2016	R Wilson	Allotment Rent	04/04/2016				35.00							35.00
07/04/2016	JR Hobot	Allotment Rent	07/04/2016				35.00							35.00
08/04/2016	DCC	Footpath grant 15-16	08/04/2016									250.00		250.00
29/04/2016	DDDC	Precept and Tax grant	29/04/2016	6,552.00	175.00									6,727.00
01/05/2016	Car Boot	Car Boot income	12/05/2016					140.00						140.00
05/05/2016	D Sharp and S Simpson	Allotment Rent	12/05/2016				35.00							35.00
10/05/2016	HMRC	VAT Repayment	12/05/2016										113.54	113.54
15/05/2016	Car Boot	Car Boot income	08/06/2016					228.00						228.00
22/05/2016	Car Boot	Car Boot income	08/06/2016					200.00						200.00
05/06/2016	Car Boot	Car Boot income	16/06/2016					247.00						247.00
12/06/2016	Car Boot	Car Boot income	16/06/2016					76.00						76.00
01/06/2016	DCC	Rent	03/06/2016							50.00				50.00
26/06/2016	S Warren	Allotment Rent	28/06/2016				35.00							35.00
27/06/2016	K Rowney	Allotment Rent	28/06/2016				35.00							35.00
04/07/2016	Car Boot	Car Boot income	13/07/2016					179.00						179.00
04/07/2016	Car Boot	Car Boot income	13/07/2016					200.00						200.00
29/06/2016	RBS	Interest	29/06/2016			18.87								18.87
03/08/2016	A Slater & Sons	New burial	03/08/2016						485.00					485.00
10/07/2016	Car Boot	Car Boot income	03/08/2016					87.00						87.00
17/07/2016	Car Boot	Car Boot income	03/08/2016					219.00						219.00
24/07/2016	Car Boot	Car Boot income	03/08/2016					233.00						233.00
31/07/2016	Car Boot	Car Boot income	03/08/2016					228.00						228.00
07/08/2016	Car Boot	Car Boot income	08/09/2016					210.00						210.00
14/08/2016	Car Boot	Car Boot income	08/09/2016					245.00						245.00
21/08/2016	Car Boot	Car Boot income	08/09/2016					60.00						60.00
07/09/2016	A Slater & Sons	Underpaid amount	23/09/2016						85.00					85.00
01/09/2016	DCC	Rent	05/09/2016							50.00				50.00
29/09/2016	RBS	Interest	29/09/2016			21.36								21.36
04/09/2016	Car Boot	Car Boot income	03/11/2016					63.00						63.00
11/09/2016	Car Boot	Car Boot income	03/11/2016					181.00						181.00
25/09/2016	Car Boot	Car Boot income	03/11/2016					95.00						95.00
01/11/2016	Z Morris	Burial Plot	03/11/2016						375.00					375.00
17/11/2016	Rowsley '86	Football Rent	17/11/2016					300.00						300.00
01/12/2016	DCC	Rent	05/12/2016							50.00				50.00
12/12/2016	DCC	Reimbursable expenditure	12/12/2016							1,051.00				1,051.00
29/12/2016	RBS	Interest	29/12/2016				17.76							17.76
01/03/2017	DCC	Rent	03/03/2017							50.00				50.00
22/03/2017	Metams	Burial Plots	22/03/2017						840.00					840.00
30/03/2017	RBS	Interest	30/03/2017			14.15								14.15
														0.00
				6,552.00	175.00	54.38	362.76	3,346.00	1,785.00	1,051.00	200.00	250.00	113.54	13,889.68

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

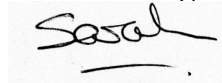
15th May 2017

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **22nd May 2017 after the Parish Meeting in the Village Hall, Rowsley.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sarah Porter

AGENDA

- | | <i>Report / Action
Required</i> |
|--|--|
| 1. Apologies for absence | To note |
| 2. Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest
Please note:
a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to
b) make representations and then leave the meeting prior to any consideration or determination of the item)/ Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct. | To note |
| 3. Public speaking
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 matter.
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.
c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. | To note and
action |
| 4. To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item
Item no y. This item title will then be the item to be discussed with press and public excluded
....." | |
| 5. To approve the Minutes of the Meeting held on 24 th April 2017 | To approve |
| 6. Matters Arising (non decision making) <ul style="list-style-type: none">• Accident on Stanton Woodhouse Lane – Police provided an update and Clerk sent a card• Vacancy• Parish Magazine• Defibrillator• Planning• Recreation Ground items• Burial Ground items• Allotment items• Signposting for Village Hall and School• Bins – DDDC checking the bin on Church Lane and say Recreation Ground is already emptied weekly.• Correspondence – actioned as agreed at the meeting | To note

Update
Agenda Item 14
Agenda Item 7
Agenda Item 8
Agenda Item 9
Agenda Item 10
Agenda Item 11
Agenda Item 12
Update |
| 7. Defibrillator <ul style="list-style-type: none">• Clerk has chased Dominic | To note

Clerk |
| 8. Planning Applications
New: <ul style="list-style-type: none">• Peak Park – None• Derbyshire Dales - None | To discuss |

Existing:		
• Peak Park:		To note
○ NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending		
○ DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending		
• Derbyshire Dales:		
○ 16/00923/OUT - 381 dwellings in Cawdor Quarry, 87 on the former Permanite Site and 118 on the adjacent fields approaching Snitterton and Oker – Awaiting decision		
• Other –		
○ Bent Lane Quarry Application – Clerk placed an objection from Rowsley PC – No update		To note
Enforcement – Rowsley Woodyard – The owner has found another site outside the National Park to use for transshipment and are intending to clear the site by the 24 June as required by the enforcement notice		
9. Recreation Ground and Playground		
• Gypsies		Update
• Dogs on playground – Clerk has written a piece in the Parish Magazine		To note
• Ground repairs:		To note
○ Fence and bench – Dominic Pathe will undertake this work		
• Junior football usage		To discuss
• New entrance		Update
• Bins – ask to empty them weekly instead of fortnightly between April and September		Update
• Inspection Feedback		Cllr Bean
10. Burial Ground:		Update
• Gate – PCC has agreed to it being re-hung. Clerk has asked Dominic Pathe for a price		
• Wall across small gate – Cllr Hockley completed with students?		
• Sign		
11. Allotments		
• Allotments 2, 6, 6A, 7 and 8 – Allotment 2 has been let.		To note
• Improvements to the allotments:		
- Parking area and new stone on paths – Clerk has met a potential contractor regarding the work and is awaiting a quote		To note
- Water – Clerk has prepared an application for an assessment and it will cost £137.88 including VAT		To approve
12. Signpost		Clerk
13. Finance and Audit		
• Accounts to 15 th May 2017 – Appendix A		To approve
• Insurance – Zurich £411.04 an increase from £399.53.		To note
• S137 requests – None		To approve
• New expenditure to approve:		
- Cheque 727 – Clerk Pay and expenses – £374.36		
- Cheque 728 – Severn Trent Water application £137.88 (VAT £22.98)		
- Cheque 729 – Insurance - £411.04		
- Cheque 780 – Website - £30		
- Cheque 781 – Audit - £26.80		
- Cheque 782 – Parish magazine printing - £82		
• Expenditure to note:		To note
- None		
• New income to note:		To note
- Car boot income - £553 (£219, £64 and £270)		
- Allotment rent - £87.5		
- VAT – £951.37		
- Precept - £6,552		
14. Parish Magazine		Cllr Friend/Clerk
15. Correspondence:		
• Pension automatic enrolment letter of compliance		To note
16. Feedback from Meetings and Training		To note
• None		
17. For information		To note
• Charging at Harrison Way has been removed		
• Pot holes on School Lane reported again (third time)		
• Road closure – Congreave Lane, Stanton In The Peak, 19 June 2017 to 23 June 2017 for laying electric cables		
• Footpath closure - Beeley No. 3 (Part), Beeley Bridleway No. 10, the whole of Beeley		

Footpaths No. 11 and No. 12, and Rowsley Bridleway No.9 (Part), will be closed on the 20th May 2017, to facilitate public safety due to the Chatsworth charity clay pigeon shoot taking place in the surrounding area.

18. DALC Circulars (all circulated by email): To note
- Circular 06-2017 - Devolution of Services to Parishes - General Election & Purdah - Commission on Future of Localism - Neighbourhood Plan Examiners new Guidance - Village of the Year 2017 - Consultation on Park Runs - Training Diary
19. Reading (circulated by email): All to be read
- CPRE Peak Guardian Magazine (not email)
 - Peak Park Parishes Forum Management Committee Minutes
 - Derbyshire Pcc Spotlight Spring 2017
 - Peak District News and Views
 - Beeley Parish Council Agenda Papers
 - Peak Park Authority Press Releases
 - Derbyshire Dales District Council Press Releases
 - Neighbourhood Alerts
 - Friends of the Peak District Newsletter
 - PPPF Minutes of the Management Committee
20. Dates for meetings:
- 25th September 2017 – Is the harvest Supper. Clerk cannot do 26th September or 18th or 19th September.
 - 24th September 2018 – Is likely to be the Harvest Supper – change to Tuesday 25th September 2018

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Village Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- 22 May 2017 (Annual Council Meeting)

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

MINUTES

For the meeting held on 24th March 2017 in The WI Room, Village Hall, Rowsley

Councillors present:	Kath Potter Richard Bean Stephen Bones	Victoria Friend Robert Hockley	Apologies:	Cllr Jo Wild (DDDC and DCC) PCSO Anthony Boswell
Others:	Sarah Porter		Not present:	

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. Apologies for absence were received from Cllr Jo Wild and PCSO Anthony Boswell
2. There were no declaration of interests
3. Public speaking
 - Cllr Hockley – Raised that he has been having complaints about the bins being left out and the road surfacing again. Clerk will raise it again. Clerk
 - Cllr Potter – Has requested an update on the accident that happened last Tuesday but has not had any information.
4. There were no items on the agenda to exclude members of the press and public in order to discuss the following item under the Public Bodies (Admission to Meetings Act 1960).
5. The Minutes of the Meeting held on 27th March 2017 were approved subject to Pauline Beswick being Pauline Ambrey and Laura Harford is Laura Hurford.
6. Matters Arising (non decision making)
 - Chatsworth Event Parking was discussed under Item 7
 - Parish Magazine was discussed under Item 8
 - Vacancy – no update
 - Defibrillator was discussed under Item 9
 - Planning was discussed under Item 10
 - Recreation Ground items was discussed under Item 11
 - Burial Ground items was discussed under Item 12
 - Allotment items was discussed under Item 13
 - Signposting for Village Hall and School was discussed under 14
 - Bins – no new bins allowed. Can move existing ones. There was a suggestion the Parish Council install their own bins. Clerk to look into it. There was a discussion about the waste recycling centre. Clerk
 - Correspondence – actioned as agreed at the meeting
7. Chatsworth Road
 - Use a field for parking during Chatsworth events – Not possible as field has been let long term
 - There was a discussion about the issues of cars.
8. Parish Magazine
Cllr Friend has passed the Clerk a cheque for £344 for the revenue from the Parish Magazine adverts. Clerk
9. Defibrillator
 - Clerk has chased Dominic. Discussed looking at using another handyman if Dominic too busy. Clerk
- 10 Planning Applications
New:
 - Peak Park –
 - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – have discussed previously. No comment. Clerk
 - Derbyshire Dales - NoneExisting:
 - Peak Park:
 - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
 - Derbyshire Dales – None
 - Other –
 - Bent Lane Quarry Application – Clerk placed an objection from Rowsley PC
 - 16/00923/OUT - 381 dwellings in Cawdor Quarry, 87 on the former Permanite Site and 118 on the adjacent fields approaching Snitterton and Oker.

Chairman's Signature Date.....

Enforcement – Rowsley Woodyard – The owner has found another site outside the National Park to use for transshipment and are intending to clear the site by the 24th June as required by the enforcement notice

11 Recreation Ground and Playground

- Ground repairs:
 - Fence and bench – Dominic Pathe will undertake this work
 - Broken notice is an old one which is no longer required
- Junior football usage – It was agreed to send them a letter saying if they do not make contact then they will not have permission to use the recreation ground, they have had an email from the Clerk and a conversation with Cllr Potter. Need more information on who plays and how often. Clerk
- Car Boot – Feedback from first few. The field has held up well. Total income to date £958.
- New entrance – Awaiting information from the contractor.
- Bins – ask to empty them weekly instead of fortnightly between April and September Clerk
- Inspection Feedback – Cllr Friend will do it this week. Cllr Bean will do May. Cllr Bean

12 Burial Ground:

- Gate – rehang to make a fence. Clerk to let the PCC know. Clerk
- Small gate – Opens on to a drop. Agreed to use some of the spare stone to fill this. Cllr Hockley to ask some construction students to do this. Cllr Hockley
- Bin – Clerk managing
- Sign – Clerk awaiting the contractor returning to work
- Memorial bench – For the Churchyard not the Burial Ground so talking to PCC

13 Allotments

- Allotments 2, 6, 6A, 7 and 8 – Still vacant although 6 seems to be being used. Arranged for them to be sprayed of weeds
- Improvements to the allotments:
 - Water – It is felt that this is a big reason why the allotments aren't being let. Need to look at how water can go on the site. Clerk to speak to Severn Trent Water. Clerk
 - Parking area – Agreed to move the compost heap and then gravel the drive and parking allotment. Clerk to find a contractor and negotiate a fee with Derbyshire Aggregates. Clerk
 - New stone on paths – Agreed. Clerk to find a contractor and negotiate a fee with Derbyshire Aggregates. Clerk
 - Chased up contractor for the trees and spraying. Trees have been done but can't spray at the moment. Cllr Bones will chase him. Cllr Bones

14 Signpost

Clerk is waiting for it to be collected, restored and returned. She will add to the agenda again when there is an update.

15 Finance and Audit

- Asset Register was approved Clerk
- Accounts to end of March 2017 were approved
- S137 requests – None
- New expenditure approved: Clerk
 - Cheque 721 – Clerk Pay and expenses – £418.90
 - Cheque 722 – Bin emptying - £522.02 (£87 VAT)
 - Cheque 723 – Parish magazine delivery - £15
 - Cheque 724 – Parish magazine - £82
 - Cheque 725 – Peak Park Parishes Forum subs - £6
 - Cheque 726 – Ground maintenance - £950
 - Clerk has passed £30 cash to cover the next 2 Parish Magazine deliveries
- Expenditure noted - None
- New income noted:
 - Interest £14.15
 - Car boot income - £192, £250, £158, £131 and £227 – Total £958
 - Allotment rent - £35
 - Parish Magazine income - £344

16 Correspondence:

- Off-Street Parking Amendments implemented
- Thank you from Derbyshire Children's Holiday Centre
- Readycall Macmillan was noted
- B5056 Bowers Hall Retaining Wall – this was noted and the road is now managed with traffic lights
- The History and Mystery of Public Rights of Way - A Councillor's Guide - 27th April

17 Feedback from Meetings and Training - None

Chairman's Signature Date

18 For information noted:

- Cllr Potter has resigned from dalc executive committee
- Pot holes on School Lane reported again

19 DALC Circulars (all circulated by email) noted:

- Circular 4 2017 – General
- Circular 05 2017 - DCLG Guidance on Transparency Funding £25K+ - National Living Wage Rates - Updated Legal Topic Notes - New Governance & Accountability Guide - New NALC Model Contract - DALC Exec Committee Vacancies

20 Reading (circulated by email):

- Letter from Conservatives
- Area Community Forum notes
- Peak District News and Views
- Beeley Parish Council Agenda Papers
- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Neighbourhood Alerts
- Friends of the Peak District Newsletter
- PPPF Minutes of the Management Committee

21 Dates for meetings – These were approved subject to checking the September dates don't clash with the Harvest Festival.

Clerk

- 26th June 2017
- 24th July 2017
- 25th September 2017
- 23rd October 2017
- 27th November 2017
- 29th January 2018
- 26th February 2018
- 26th March 2018
- 23rd April 2018
- 21st May 2018
- 25th June 2018
- 23rd July 2018
- 24th September 2018
- 22nd October 2018
- 26th November 2018

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the WI Room of the Village Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- 22 May 2017 (Annual Council Meeting)

Rowsley Parish Council
Bank Rec. As at 5th April 2017

	RBS Current £	RBS Reserve £	Summary £
Cash Book : Bal b/fwd current A/C 1st April 2017	50.00	9,521.96	9,571.96
plus : receipts	9,480.87	7,456.95	
less : payments	-2,023.92		
To deposit	-7,456.95		
	<u>50.00</u>	<u>16,978.91</u>	<u>17,028.91</u>
Unpresented chqs		2,008.92	2,008.92
Unpresented receipts	344.00		344.00
Balance	<u>394.00</u>	<u>18,987.83</u>	<u>19,381.83</u>
Bank : Current A/C - 27/4/17	394.00		394.00
Deposit A/C - 27/4/17	0.00	18,987.83	18,987.83
			0.00
	<u>394.00</u>	<u>18,987.83</u>	<u>19,381.83</u>
difference	0.00	0.00	0.00

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

Monthly Budget Monitoring

ROWSLEY PARISH COUNCIL		Year to Date at 05/04/17			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2016 - 2017		1					
Date	5th April 2017	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	1	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	318.90	208.33	(110.57)	2,500.00	2,500.00	0.00
	Clerk's expenses	100.00	25.00	(75.00)	300.00	300.00	0.00
	PAYE	0.00	0.00	0.00	0.00	0.00	0.00
	Audit fees	0.00	11.67	11.67	140.00	140.00	0.00
	Hall Hire & Rent	0.00	22.50	22.50	270.00	270.00	0.00
	Subscriptions	6.00	14.17	8.17	170.00	170.00	0.00
	Communication including website and parish magazine	127.00	12.50	(114.50)	1,350.00	150.00	(1,200.00)
	Insurance	0.00	35.00	35.00	420.00	420.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	0.00	4.17	4.17	50.00	50.00	0.00
		551.90	333.33	(218.57)	5,200.00	4,000.00	(1,200.00)
	Ground Maintenance						
	Grass cutting	950.00	208.33	(741.67)	0.00	2,500.00	2,500.00
	Recreation Ground	435.02	66.67	(368.35)	50.00	800.00	750.00
	Allotment	0.00	41.67	41.67	2,500.00	500.00	(2,000.00)
	Community Garden	0.00	12.50	12.50	800.00	150.00	(650.00)
	Bus Stops	0.00	0.00	0.00	500.00	0.00	(500.00)
	Footpaths	0.00	0.00	0.00	150.00	0.00	(150.00)
		1,385.02	329.17	(1,055.85)	4,000.00	3,950.00	(50.00)
	Safety	0.00	16.67	16.67	200.00	200.00	0.00
		0.00	16.67	16.67	200.00	200.00	0.00
	S137 Grants						
	S137 grants	0.00	50.00	50.00	600.00	600.00	0.00
		0.00	50.00	50.00	600.00	600.00	0.00
	Total Payments	1,936.92	729.17	(1,207.75)	10,000.00	8,750.00	(1,250.00)
	VAT	87.00	0.00	(87.00)	0.00	0.00	0.00
	Total Payments after VAT	2,023.92	729.17	(1,294.75)	10,000.00	8,750.00	# (1,250.00)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	0.00	8.33	(8.33)	100.00	100.00	0.00
	Bank Interest	0.00	4.17	(4.17)	50.00	50.00	0.00
	Communication	344.00	28.67	315.33	344.00	344.00	0.00
	Allotment	122.50	28.75	93.75	345.00	345.00	0.00
	Recreation Ground	1,511.00	250.00	1,261.00	3,000.00	3,000.00	0.00
	Burial Ground	0.00	0.00	0.00	0.00	0.00	0.00
	DDDC Reimbursements	0.00	87.58	(87.58)	1,051.00	1,051.00	0.00
	Rent	0.00	16.67	(16.67)	200.00	200.00	0.00
	Footpath Grant	0.00	20.83	(20.83)	250.00	250.00	0.00
	Vat	951.37	25.00	926.37	951.37	300.00	651.37
	Total Receipts before precept	2,928.87	470.00	2,458.87	6,291.37	5,640.00	651.37
RECEIPTS	Precept	6,552.00	546.00	6,006.00	6,552.00	6,552.00	0.00
		9,480.87	1,016.00	8,464.87	12,843.37	12,192.00	651.37
		7,456.95	286.83	9,759.62	2,843.37	3,442.00	# 1,901.37