

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

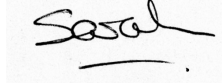
14th May 2018

Dear Councillor,

You are summoned to attend the Rowsley Parish Council Annual general meeting on **21st May 2018 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 22 nd May 2017	Approval
5.	Annual Audit Return	Approval
6.	Accounts for the year 2017-2018 – Appendix 1	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 22nd May 2017 in The WI Room, Village Hall, Rowsley

Councillors present:	Kath Potter Richard Bean	Stephen Bones Victoria Friend	Apologies:	Cllr Robert Hockley Cllr Richard Atkin
Others:	Cllr Jo Wild (Derbyshire Dales DC) Sarah Porter			Cllr Jason Atkin (Derbyshire CC) PCSO Boswell

		<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 Friend seconded. This was unanimously approved.																																																																																																																									
3.	Apologies for absence were received from Cllr Hockley, Cllr Atkin and PCSO Boswell																																																																																																																									
4.	The Minutes of the Annual General Meeting held on 23 rd May 2016 were approved																																																																																																																									
5.	<p>Accounts for the year 2016-2017 The 2016-2017 internally audited accounts were approved.</p> <table border="1"> <thead> <tr> <th align="left" colspan="2">ROWSLEY PARISH COUNCIL</th> <th align="center" colspan="3">Year to Date at 05/04/17</th> </tr> <tr> <th align="left" colspan="2">RECEIPTS & PAYMENTS ACCOUNT 2016 - 2017</th> <th></th> <th align="center">12</th> <th></th> </tr> <tr> <th>Date</th> <td>5th April 2017</td> <th>Actual £</th> <th>Budget £</th> <th>Difference</th> </tr> <tr> <th>Month</th> <td>12</td> <th>To Date</th> <th>To Date</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>PAYMENTS</td> <td>Administration</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Clerk's salary</td> <td align="right">3,752.29</td> <td align="right">2,500.00</td> <td align="right">(1,252.29)</td> </tr> <tr> <td></td> <td>Clerk's expenses</td> <td align="right">319.46</td> <td align="right">300.00</td> <td align="right">(19.46)</td> </tr> <tr> <td></td> <td>PAYE</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Audit fees</td> <td align="right">139.30</td> <td align="right">139.30</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Hall Hire & Rent</td> <td align="right">173.06</td> <td align="right">256.60</td> <td align="right">83.54</td> </tr> <tr> <td></td> <td>Subscriptions</td> <td align="right">369.82</td> <td align="right">161.74</td> <td align="right">(208.08)</td> </tr> <tr> <td></td> <td>Website</td> <td align="right">235.79</td> <td align="right">250.00</td> <td align="right">14.21</td> </tr> <tr> <td></td> <td>Insurance</td> <td align="right">399.53</td> <td align="right">399.53</td> <td align="right">0.00</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>Training</td> <td align="right">0.00</td> <td align="right">50.00</td> <td align="right">50.00</td> </tr> <tr> <td></td> <td></td> <td align="right">5,389.25</td> <td align="right">4,057.17</td> <td align="right">(1,332.08)</td> </tr> <tr> <td></td> <td>Ground Maintenance</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Grass cutting</td> <td align="right">2,539.99</td> <td align="right">2,500.00</td> <td align="right">(39.99)</td> </tr> <tr> <td></td> <td>Recreation Ground</td> <td align="right">1,681.58</td> <td align="right">800.00</td> <td align="right">(881.58)</td> </tr> <tr> <td></td> <td>Allotment</td> <td align="right">810.00</td> <td align="right">500.00</td> <td align="right">(310.00)</td> </tr> <tr> <td></td> <td>Community Garden</td> <td align="right">290.00</td> <td align="right">150.00</td> <td align="right">(140.00)</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">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td></td> <td align="right">5,321.57</td> <td align="right">3,950.00</td> <td align="right">(1,371.57)</td> </tr> </tbody> </table>	ROWSLEY PARISH COUNCIL		Year to Date at 05/04/17			RECEIPTS & PAYMENTS ACCOUNT 2016 - 2017			12		Date	5th April 2017	Actual £	Budget £	Difference	Month	12	To Date	To Date	£	PAYMENTS	Administration					Clerk's salary	3,752.29	2,500.00	(1,252.29)		Clerk's expenses	319.46	300.00	(19.46)		PAYE	0.00	0.00	0.00		Audit fees	139.30	139.30	0.00		Hall Hire & Rent	173.06	256.60	83.54		Subscriptions	369.82	161.74	(208.08)		Website	235.79	250.00	14.21		Insurance	399.53	399.53	0.00		Snow	0.00	0.00	0.00		Training	0.00	50.00	50.00			5,389.25	4,057.17	(1,332.08)		Ground Maintenance					Grass cutting	2,539.99	2,500.00	(39.99)		Recreation Ground	1,681.58	800.00	(881.58)		Allotment	810.00	500.00	(310.00)		Community Garden	290.00	150.00	(140.00)		Bus Stops	0.00	0.00	0.00		Footpaths	0.00	0.00	0.00			5,321.57	3,950.00	(1,371.57)	
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Chairman's Signature Date.....

Safety	4,299.00	159.00	(4,140.00)
	4,299.00	159.00	(4,140.00)
S137 Grants			
S137 grants	100.00	300.00	200.00
	100.00	300.00	200.00
Total Payments	15,109.82	8,466.17	(6,643.65)
VAT	951.37	0.00	(951.37)
Total Payments after VAT	16,061.19	8,466.17	(7,595.02)

	Actual £ To Date	Budget £ To Date	Difference £
Grant	175.00	148.00	27.00
Bank Interest	54.38	50.00	4.38
Allotment	362.76	269.00	93.76
Recreation Ground	3,346.00	1,000.00	2,346.00
Burial Ground	1,785.00	0.00	1,785.00
DDDC Reimbursements	1,051.00	1,051.00	0.00
Rent	200.00	200.00	0.00
Footpath Grant	250.00	250.00	0.00
Vat	113.54	1,200.00	(1,086.46)
Total Receipts before precept	7,337.68	4,168.00	3,169.68

RECEIPTS	Precept	6,552.00	6,552.00	0.00
		13,889.68	10,720.00	3,169.68
		-2,171.51	2,253.83	10,764.70

6.	Annual Audit Return The Annual Audit return was approved and will be submitted	Clerk
7.	Appointments to outside bodies: <ul style="list-style-type: none"> • Outside bodies – Cllr Kath Potter is no longer on Dalc Executive but will remain on the others. • Village Hall Committee – Cllr Victoria Friend • Caudwell’s Mill 	
8.	Code of Conduct This was approved	
9.	Register of Interest Forms These need completing by all Councillors	All
10	AGM Closed move on to Council meeting at 7.43	

DATE OF NEXT AGM

- Monday 21st May 2018 - Held at 7.30pm in the Village Hall

Chairman’s Signature Date

Rowsley Parish Council
Bank Rec. As at 11th April 2018

	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	20,395.01	3,992.03	
less : payments	-16,467.94		
To deposit	-3,927.07		
	<u>50.00</u>	<u>13,513.99</u>	<u>13,563.99</u>
Unpresented chqs			0.00
Unpresented receipts			0.00
Balance	<u>50.00</u>	<u>13,513.99</u>	<u>13,563.99</u>
Bank : Current A/C - 11/04/18	50.00		50.00
Deposit A/C - 11/04/18	0.00	13,513.99	13,513.99
			0.00
	<u>50.00</u>	<u>13,513.99</u>	<u>13,563.99</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 11/04/18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2017 - 2018		Actual £	Budget £	Difference	Actual £	Budget £	Difference
Date	11th April 2018	To Date	To Date	£	Projected	For Year	£
Month	12	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	3,954.62	2,500.00	(1,454.62)	2,500.00	2,500.00	0.00
	Clerk's expenses	438.03	300.00	(138.03)	300.00	300.00	0.00
	PAYE	113.40	0.00	(113.40)	0.00	0.00	0.00
	Audit fees	126.80	140.00	13.20	140.00	140.00	0.00
	Hall Hire & Rent	68.07	270.00	201.93	270.00	270.00	0.00
	Subscriptions	223.08	170.00	(53.08)	170.00	170.00	0.00
	Communication including website and parish magazine	1,201.61	150.00	(1,051.61)	1,350.00	150.00	(1,200.00)
	Insurance	411.04	420.00	8.96	420.00	420.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	40.00	50.00	10.00	50.00	50.00	0.00
		6,576.65	4,000.00	(2,576.65)	5,200.00	4,000.00	(1,200.00)
	Ground Maintenance						
	Grass cutting	2,990.00	2,500.00	(490.00)	0.00	2,500.00	2,500.00
	Recreation Ground	4,150.78	800.00	(3,350.78)	50.00	800.00	750.00
	Allotment	314.90	500.00	185.10	2,500.00	500.00	(2,000.00)
	Community Garden	104.75	150.00	45.25	800.00	150.00	(650.00)
	Bus Stops	0.00	0.00	0.00	500.00	0.00	(500.00)
	Footpaths	220.00	0.00	(220.00)	150.00	0.00	(150.00)
		7,780.43	3,950.00	(3,830.43)	4,000.00	3,950.00	(50.00)
	Safety	1,033.20	200.00	(833.20)	200.00	200.00	0.00
		1,033.20	200.00	(833.20)	200.00	200.00	0.00
	S137 Grants						
	S137 grants	185.99	600.00	414.01	600.00	600.00	0.00
		185.99	600.00	414.01	600.00	600.00	0.00
	Total Payments	15,576.27	8,750.00	(6,826.27)	10,000.00	8,750.00	(1,250.00)
	VAT	891.67	0.00	(891.67)	0.00	0.00	0.00
	Total Payments after VAT	16,467.94	8,750.00	(7,717.94)	10,000.00	8,750.00	# (1,250.00)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	873.14	100.00	773.14	100.00	100.00	0.00
	Bank Interest	64.96	50.00	14.96	50.00	50.00	0.00
	Communication	945.00	344.00	601.00	344.00	344.00	0.00
	Allotment	327.50	345.00	(17.50)	345.00	345.00	0.00
	Recreation Ground	5,795.00	3,000.00	2,795.00	3,000.00	3,000.00	0.00
	Burial Ground	3,085.00	0.00	3,085.00	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	500.00	200.00	300.00	200.00	200.00	0.00
	Footpath Grant	315.00	250.00	65.00	250.00	250.00	0.00
	Vat	951.37	300.00	651.37	951.37	300.00	651.37
	Total Receipts before precept	13,907.97	5,640.00	8,267.97	6,291.37	5,640.00	651.37
RECEIPTS	Precept	6,552.00	6,552.00	0.00	6,552.00	6,552.00	0.00
		20,459.97	12,192.00	8,267.97	12,843.37	12,192.00	651.37
		3,992.03	3,442.00	550.03	2,843.37	3,442.00	1,901.37

Payments

ROWSLEY PARISH COUNCIL
PAYMENTS 2017 - 2018

DATE	Cheque	Paid To/Details	Cleared Account	Meeting Approval	ADMINISTRATION											Ground Maintenance					Safety	Donations S137	TOTAL By Category	VAT	TOTAL By Item			
					Clerk's Salary	Clerk's Expenses	PAYE	Audit Fees	Hall Hire and rent	Subs	Communication	Insurance	Snow	Training	Grass Cutting	Recreation Ground	Aliment	Community Garden/ Burial Ground	Bus Stops	Footpaths								
					Budget	Revised Budget																						
24/04/2017	721	S Porter - Clerk pay and expenses		04/05/2017		2,500.00	300.00	0.00	140.00	270.00	170.00	1,350.00	420.00	0.00	50.00	2,500.00	800.00	500.00	150.00	0.00	0.00	200.00	600.00	8,750.00				
24/04/2017	722	DDDC - Bin emptying		04/05/2017		2,520.00	300.00	0.00	140.00	270.00	170.00	1,350.00	420.00	0.00	50.00	2,500.00	800.00	500.00	150.00	0.00	0.00	200.00	600.00	9,950.00				
24/04/2017	723	V Friend - Parish Magazine delivery		27/04/2017																			418.90					418.90
24/04/2017	724	Sharon Press - Parish Magazine print		15/05/2017																			435.02	87.00				522.02
24/04/2017	725	PPPF - Subs		10/05/2017							6.00												15.00					15.00
24/04/2017	726	Haddon Landscapes		02/05/2017																			82.00					82.00
01/05/2017	cash	Parish Magazine delivery May and June	cash from car boot	24/04/2017											950.00								6.00					6.00
22/05/2017	727	S Porter - Clerk pay and expenses		01/06/2017																			950.00					950.00
22/05/2017	728	Severn Trent Water Ltd		06/06/2017																			30.00					30.00
22/05/2017	729	Zurich - Insurance		30/05/2017										411.04									374.36					374.36
22/05/2017	730	S Cordingley - Website		26/05/2017																			114.90	22.98				137.88
22/05/2017	731	B Wood - Audit		30/05/2017																			411.04					411.04
22/05/2017	732	Sharon Press - Parish Magazine print		30/05/2017																			30.00					30.00
15/06/2017	DD	BT - Website		15/06/2017																			26.80					26.80
26/06/2017	cash	Parish Magazine delivery July and August	cash from car boot	26/06/2017																			82.00					82.00
26/06/2017	733	S Porter - Clerk pay and expenses		05/07/2017																			21.60					21.60
26/06/2017	734	Playaway - Rospa		26/06/2017																			30.00					30.00
26/06/2017	735	D Pathe - Maintenance		03/07/2017																			21.60					21.60
26/06/2017	736	D Pathe - Phone box		03/07/2017																			30.00					30.00
26/06/2017	737	Sharon Press - Parish Magazine print		03/07/2017																			30.00					30.00
24/07/2017	738	S Porter - Clerk pay and expenses		02/08/2017																			338.90					338.90
24/07/2017	739	Sharon Press - Parish Magazine print		14/08/2017																			70.00					70.00
24/07/2017	740	Haddon Landscapes		31/07/2017																			134.13	14.00				148.13
31/08/2017	741	Sharon Press - Parish Magazine print		25/09/2017																			60.15					60.15
21/08/2017	742	S Porter - Clerk pay and expenses		23/08/2017																			82.00					82.00
27/09/2017	743	S Porter - Clerk pay and expenses		06/10/2017																			360.37					360.37
27/09/2017	744	N&S Tomlinson - bees		11/10/2017																			82.00					82.00
27/09/2017	745	Little Acorns - spraving		05/10/2017																			1,310.00					1,310.00
27/09/2017	746	HMRC		05/10/2017																			82.00					82.00
27/09/2017	747	Grant Thornton		04/10/2017																			331.62					331.62
27/09/2017	748	MJ Burnett		12/10/2017																			419.90					419.90
27/09/2017	749	D Pathe - Phone box		04/10/2017																			80.00					80.00
15/09/2017	DD	BT		15/09/2017																			80.00					80.00
23/10/2017	750	S Porter - Clerk pay and expenses		01/11/2017																			102.20					102.20
23/10/2017	751	Chatsworth - signs		04/04/2018																			100.00	20.00				120.00
23/10/2017	752	Newsletter delivery and bag		01/11/2017																			105.00					105.00
23/10/2017	753	Sharon Press - Parish Magazine print		13/11/2017																			192.00					192.00
23/10/2017	754	Haddon Landscapes		01/11/2017																			21.60					21.60
27/11/2017	755	S Porter - Clerk pay and expenses		06/12/2017																			455.61					455.61
27/11/2017	756	HMRC		06/12/2017																			20.00					20.00
27/11/2017	757	Sharon Press - Parish Magazine print		14/12/2017																			54.40					54.40
27/11/2017	758	Friends of Peak District subs		12/12/2017																			82.00					82.00
27/11/2017	759	Simsons - Defib		05/12/2017																			82.00					82.00
27/11/2017	760	V Friend - poster image		05/12/2017																			1,070.00					1,070.00
27/11/2017	761	TDP - Bench		27/12/2017																			338.34					338.34
15/12/2017	762	S Porter - Clerk pay and expenses		20/12/2017																			11.20					11.20
15/12/2017	763	Sharon Press - Parish Magazine print		27/12/2017																			82.00					82.00
27/11/2017	764	V Friend - Refreshments for Christmas		05/12/2017																			90.00					90.00
15/12/2017	DD	BT		15/12/2017																			311.05					311.05
29/01/2018	765	S Porter - Clerk pay and expenses		02/02/2018																			10.49					10.49
29/01/2018	766	DALC		05/03/2018																			435.00					435.00
29/01/2018	767	Tueman Tree Services		29/01/2018																			331.62					331.62
29/01/2018	768	DDDC - Bin emptying		29/01/2018																			82.00					82.00
29/01/2018	769	Magazine delivery for a quarter	VOID	29/01/2018																			43.16					43.16
08/12/2017	Cash	Yougrave Band	cash from event	26/03/2018																			21.60					21.60
05/02/2018	BACS	DDDC - Bin emptying		05/02/2018																			446.16					446.16
26/02/2018	770	S Porter - Clerk pay and expenses		07/03/2018																			40.00					40.00
26/02/2018	772	Sharon Press - Parish Magazine print		26/03/2018																			400.00					400.00
26/02/2018	771	Helen's Trust		06/03/2018																			0.00					

Receipts

ROWSLEY PARISH COUNCIL

RECEIPTS 2017 - 2018

			Totals											20,459.97	
			Budget	6,552.00	873.14	64.96	945.00	327.50	5,795.00	0.00	1,051.00	500.00	315.00	951.37	20,459.97
			Revised Budget	6,552.00	100.00	50.00	344.00	345.00	3,000.00	0.00	1,051.00	200.00	250.00	300.00	12,192.00
Date	Received from	For	Cleared account	Precept	Grant	Interest	Comms	Allotment	Recreation Ground	Burial Ground	DDC reimburse	Rent	Footpath Grant	VAT	TOTAL
02/04/2017	Treasure Trove	Car Boot	06/04/2017						192.00						192.00
03/04/2017	S Warren	Allotment rent	06/04/2017					35.00							35.00
09/04/2017	Treasure Trove	Car Boot	27/04/2017						250.00						250.00
16/04/2017	Treasure Trove	Car Boot	27/04/2017						158.00						158.00
17/04/2017	Treasure Trove	Car Boot	27/04/2017						131.00						131.00
23/04/2017	Treasure Trove	Car Boot	27/04/2017						227.00						227.00
24/04/2017	St Katherine's	Magazine adverts	27/04/2017				344.00								344.00
31/03/2017	G Lewis	Allotment rent	31/03/2017					35.00							35.00
04/05/2017	J Reed	Allotment rent	08/05/2017					52.50							52.50
20/04/2017	H/R/C	VAT	24/04/2017											951.37	951.37
24/04/2017	DDDC	Precept	28/04/2017	6,552.00											6,552.00
30/04/2017	Treasure Trove	Car Boot	19/05/2017						219.00						219.00
01/05/2017	Treasure Trove	Car Boot	19/05/2017						64.00						64.00
07/05/2017	Treasure Trove	Car Boot	19/05/2017						270.00						270.00
14/05/2017	Treasure Trove	Car Boot	19/05/2017						156.00						156.00
21/05/2017	Treasure Trove	Car Boot	01/06/2017						250.00						250.00
23/05/2017	K Rowney	Allotment rent	15/06/2017					70.00							70.00
28/05/2017	Treasure Trove	Car Boot	15/06/2017						243.00						243.00
01/06/2017	DCC	Rent	07/06/2017									50.00			50.00
04/06/2017	Treasure Trove	Car Boot	15/06/2017						275.00						275.00
11/06/2017	Treasure Trove	Car Boot	29/06/2017						203.00						203.00
14/06/2017	KJ Went	Allotment rent	14/06/2017					35.00							35.00
14/06/2017	Treasure Trove	Magazine adverts	15/06/2017				6.00								6.00
18/06/2017	Treasure Trove	Car Boot	29/06/2017						233.00						233.00
21/06/2017	A Finney	Allotment rent	29/06/2017					47.50							47.50
25/06/2017	Treasure Trove	Car Boot	29/06/2017						175.00						175.00
02/07/2017	Treasure Trove	Car Boot	17/07/2017						210.00						210.00
29/06/2017	RBS	Interest	29/06/2017				17.03								17.03
11/07/2017	D Conquest	Allotment rent	17/07/2017					35.00							35.00
15/07/2017	Mandale Memorial	Memorial stone	21/07/2017							110.00					110.00
09/07/2017	Treasure Trove	Car Boot	25/07/2017						205.00						205.00
16/07/2017	Treasure Trove	Car Boot	25/07/2017						206.00						206.00
23/07/2017	Treasure Trove	Car Boot	25/07/2017						103.00						103.00
30/07/2017	Treasure Trove	Car Boot	07/09/2017						135.00						135.00
07/08/2017	Treasure Trove	Car Boot	07/09/2017						212.00						212.00
13/08/2017	Treasure Trove	Car Boot	07/09/2017						245.00						245.00
20/08/2017	Treasure Trove	Car Boot	07/09/2017						263.00						263.00
27/08/2017	Treasure Trove	Car Boot	07/09/2017						298.00						298.00
28/08/2017	Treasure Trove	Car Boot	07/09/2017						145.00						145.00
06/09/2017	Bunny McCullough	Allotment rent	07/09/2017					17.50							17.50
01/09/2017	DCC	Rent	06/09/2017									50.00			50.00
03/09/2017	Treasure Trove	Car Boot	28/09/2017						186.00						186.00
10/09/2017	Treasure Trove	Car Boot	28/09/2017						140.00						140.00
17/09/2017	Treasure Trove	Car Boot	28/09/2017						191.00						191.00
24/09/2017	Treasure Trove	Car Boot	28/09/2017						210.00						210.00
28/09/2017	RBS	Interest	28/09/2017				20.80								20.80
20/11/2017	R W Percivals	Burial	21/11/2017							625.00					625.00
28/11/2017	Community Heart	Phone box repairs	14/12/2017		252.15										252.15
04/12/2017	DCC	Rent	06/12/2017									50.00			50.00
15/12/2017	Matlock Physio	Magazine advert	03/01/2018				30.00								30.00
15/12/2017	PPS Installations	Magazine advert	03/01/2018				15.00								15.00
20/12/2017	Bowling Green pub	Magazine advert	20/12/2017				15.00								15.00
20/12/2017	Rowsley Village Hall	Magazine advert	19/12/2017				15.00								15.00
20/12/2017	Warren electrical	Magazine advert	03/01/2018				15.00								15.00
12/12/2017	DDDC	Reimbursable expenses	14/12/2017								1,051.00				1,051.00
18/12/2017	DDDC	Bench grant	18/12/2017		435.00										435.00
18/12/2017	CW Jones	Interment	03/01/2018							250.00					250.00
21/12/2017	Darley Dale Garage	Magazine advert	03/01/2018				15.00								15.00
30/12/2017	Mettams	Magazine advert					30.00								30.00
30/12/2017	Franklin and co	Magazine advert	03/01/2018				15.00								15.00
30/12/2017	Tools for self reliance	Magazine advert	03/01/2018				40.00								40.00
30/12/2017	Neville Fox	Magazine advert	03/01/2018				15.00								15.00
30/12/2017	Matlock storage	Magazine advert	03/01/2018				15.00								15.00
09/01/2018	Robert Young	Magazine advert	11/01/2018				15.00								15.00
09/01/2018	Andrew Sharpe	Magazine advert	11/01/2018				15.00								15.00
20/12/2017	Peak Oil	Magazine advert	20/12/2017				15.00								15.00
22/12/2017	Eye Place	Magazine advert	22/12/2017				30.00								30.00
28/12/2017	KEMS	Magazine advert	28/12/2017				15.00								15.00
28/12/2017	RBS	Interest	28/12/2017				20.05								20.05
09/01/2018	Mandale Memorial	Magazine advert	09/01/2018				15.00								15.00
08/01/2018	Elaine Spencer	Magazine advert	08/01/2018				15.00								15.00
15/01/2018	DCC	Magazine advert	15/01/2018				45.00								45.00
15/01/2018	The Peacock	Magazine advert	16/01/2018				30.00								30.00
18/01/2018	NG Tomlinson	Magazine advert	19/01/2018				15.00								15.00
19/01/2018	John Boulby	Allotment rent	19/01/2018				35.00								35.00
22/01/2018	Lewis	Allotment rent	22/01/2018				35.00								35.00
24/01/2018	Warren	Allotment rent	25/01/2018				35.00								35.00
24/01/2018	Greatorex	Burial	25/01/2018							550.00					550.00
29/01/2018	Christmas Concert	Event	02/02/2018		185.99										185.99
31/01/2018	RBS	Interest	31/01/2018				5.94								5.94
26/02/2018	Mettams	Burials	06/03/2018							1,550.00					1,550.00
28/02/2018	RBS	Interest	28/02/2018				0.60								0.60
01/03/2018	DCC	Rent	05/03/2018									50.00			50.00
28/02/2018	DCC	Minor Maintenance Grant	02/03/2018										315.00		315.00
05/03/2018	Hartington	Magazine advert	06/03/2018				15.00								15.00
09/03/2018	East Lodge	Magazine advert	09/03/2018				30.00								30.00
15/03/2018	Rowsley 86	Rent	16/03/2018									300.00			300.00
16/03/2018	Bakewell Pet Shop	Magazine advert	16/03/2018				15.00								15.00
29/03/2018	RBS	Interest	29/03/2018				0.54								0.54
				6,552.00	873.14	64.96	945.00	327.50	5,795.00	3,085.00	1,051.00	500.00	315.00	951.37	20,459.97

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

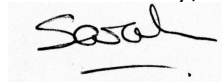
14th May 2018

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **21st May 2018 after the Annual General 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 – Cllr Friend | 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 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.
b) 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.
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 23 rd April 2018 | To approve |
| 6. Matters Arising (non decision making) <ul style="list-style-type: none">• Councillor Vacancy – still no interest. Continues to be advertised.• Village Hall and School support – Cllr Friend to update in June• Road issues• Planning• Recreation Ground items• Allotment items• Signposting for Village Hall and School• Correspondence – actioned as agreed | To note
To note
Agenda Item 7
Agenda Item 8
Agenda Item 9
Agenda Item 10
Update
To note |
| 7. Road Issues <ul style="list-style-type: none">• Speed check on A6 – Moving 30mph sign request to Derbyshire Country Council• Issues on Rowsley Bar and Chatsworth Road• Flooding on B6012 | Update |
| 8. Planning Applications
New: <ul style="list-style-type: none">• Peak Park - None• Derbyshire Dales - None Existing: <ul style="list-style-type: none">• Peak Park:<ul style="list-style-type: none">○ NP/DDD/0418/0294 and NP/DDD/0318/0254 - Sycamore Cottage, Bakewell Road, Rowsley - Listed Building consent & planning - Proposed garage and ancillary accommodation - Pending○ NP/DDD?0218/0106 and 0107 – Wye Cottage, School Lane, Rowsley – New pedestrian gate within existing wall and new fence to replace existing gate off | To note |

- school playground – Granted conditionally
 - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending
 - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
 - Derbyshire Dales – None
9. Recreation Ground and Playground
- Thank you from the Village Hall for allowing use of the Recreation Ground To note
 - Inspection Feedback
 - Pedestrian gate and climbing frame – Reported to Dominic Pathe. Quote received Cllr Hockley
10. Allotments Update
- Improvements to the allotments
 - Spraying was due to happen in early May but the wind was too strong
 - Two possibly three vacancies – Clerk will advertise them
11. Burial Ground Plan Clerk
12. Finance and Audit
- Accounts to 14th May 2018 – Appendix A To note
 - Clerk Pay Award has been announced. Clerk to move to spinal point 24 and pay £11.643 per hour To approve
 - Rent review for Recreation Ground to £67.48 per year To note
 - GDPR To discuss
 - S137 requests – None To note
 - New expenditure to approve: To approve
 - Cheque 780 – Clerk expenses - £6.96
 - Cheque 781 – Magazine delivery (April, May and June) - £60
 - Cheque 782 – HMRC - £9.80
 - Cheque 783 – Magazine printing - £83.00
 - Online – Audit - £26.20
 - Expenditure to note: To note
 - Clerk Pay by Standing Order - £331.62 for May but should be £349.29 from now on
 - New income to note To note
 - Precept - £6,552
 - Interest £0.61
 - Allotment rent - £35
 - Magazine adverts - £15
 - Car Boots - £534
 - VAT - £891.67
 - Burial - £550
13. Correspondence
- Brownfield Land Register 'Expressions of Interest' 2018 To discuss
 - The Off-Street Parking Places (Amendment No. 4) Order 2018 (“Amendment No. 4 Order”) To note
 - Derbyshire Lamp Post Poppy Campaign 2018 To participate?
 - Darley Dale Neighbourhood Plan: Regulation 14 Consultation To respond?
14. Feedback from Meetings and Training
- GDPR Training – Discussed under Item 11
15. For information To note
- Rural Crime Survey – circulated to village
16. DALC Circulars (all circulated by email): To note
- Circular 6 - 2018 - External Audit News - Neighbourhood Planning Grant - Section 137 allowance - GDPR update & training - Updated Standing Orders & LTN - Councillor Essentials Training
17. Reading (circulated by email): All to be read
- Parishes Planning Bulletin
 - Peak District News and Views
 - Beeley Parish Council Agenda Papers
 - Peak Park Authority Press Releases
 - Derbyshire Dales District Council Press Releases
 - Friends of the Peak District News and Views
 - Neighbourhood Alerts
 - Derbyshire Police and Crime Panel Newsletter

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

- 25th June 2018
- 23rd July 2018
- 22nd October 2018

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

MINUTES

For the meeting held on Monday 23rd April 2018 in The WI Room, Village Hall, Rowsley

3rd

Councillors present:	Kath Potter	Victoria Friend	Apologies:	Cllr Richard Bean
	Robert Hockley	Lauren Wilson		Cllr Jo Wild (DDDC)
Others:	Cllr Jason Atkin			PCSO Anthony Boswell
	Sarah Porter			

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. Apologies for absence were received from Cllr Richard Bean, Cllr Jo Wild and PCSO Anthony Boswell.
2. There were no declaration of interests.
3. Public speaking
 - Cllr Atkin –
 - checked that the update about the flooding on B6012 had been received. It had. Cllr Friend also raised that a drain in the pavement is water coming up that drain. This was put in 10 years ago or so and prior to that the pavement never flooded. Cllr Atkin wondered if this is a gully cleaning issue which has now come back in to the County Council. Cllr Friend felt it is more about the amount of water rather than blockage. Cllr Atkin
 - The bins behind Chatsworth Road have got worse again. Cllr Atkin will look in to this. Cllr Atkin
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 26th March were approved.
6. Matters Arising (non decision making)
 - Councillor Vacancy was discussed under Item 7
 - Village Hall and School support
 - Road issues was discussed under Item 8
 - Planning was discussed under Item 9
 - Recreation Ground items was discussed under Item 10
 - Allotment items was discussed under Item 11
 - Signposting for Village Hall and School – Awaiting a meeting with the Blacksmith and Electrician.
 - Correspondence – actioned as agreed
7. Councillor Vacancy
There has been no interest in this vacancy so far. The advert will remain on the noticeboards and website. Clerk
8. Road Issues
 - Speed check on A6 – Moving 30mph sign request to Derbyshire Country Council has been chased. Clerk
 - Issues on Rowsley Bar and Chatsworth Road – Clerk updated the Council on the issues and that she will be pushing updates from the County Council. Clerk
 - Flooding on B6012 – This was discussed under public speaking.
9. Planning Applications
New:
 - Peak Park -
 - NP/DDD/0418/0294 - Sycamore Cottage, Bakewell Road, Rowsley - Listed Building consent - Proposed garage and ancillary accommodation – There were no comments on this Clerk
 - NP/DDD/0318/0254 - Sycamore Cottage, Bakewell Road, Rowsley - Proposed garage and ancillary accommodation – There were no comments on this. Clerk
 - Derbyshire Dales - NoneExisting:
 - Peak Park:
 - NP/DDD?0218/0106 and 0107 – Wye Cottage, School Lane, Rowsley – New pedestrian gate within existing wall and new fence to replace existing gate off school playground – Permitted with conditions
 - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending

Chairman's Signature Date.....

- DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
 - Derbyshire Dales – None
- 10 Recreation Ground and Playground
- Request to use for Village Hall activities such as personal training – Cllr Friend abstained from this. There was a discussion about this and it was agreed to permit this with no charge as to support this community facility. Clerk
 - Car boot
 - Ground condition – the wet weather has had an affect on the ground. This was discussed. The excess soil has been piled up and is now a trip hazard and grass seed needs spreading. There was a discussion about the agreement that there would be no car boot if it has rained for a length of time in 24 hours prior to the car boot. Clerk
 - The toilet in the pavilion is now available to be used by the car boot.
 - Inspection Feedback – Cllr Hockley raised that the pedestrian gate from the car park to the recreation ground is wobbling and needs to be looked at. Clerk will ask Dominic Pathe to have a look. Cllr Wilson raised that the seat under the climbing frame is broken. She will send this to the Clerk to pass on to Dominic Pathe. Clerk
- 11 Allotments
- There are a few fees still outstanding which the Clerk is chasing. Clerk
 - Improvements to the allotments – Severn Trent quote has expired and need to apply again for a metered supply. There was a discussion about how much this would cost annually. It was decided to find out whether other local allotments have a water tap. Clerk
- 12 Finance and Audit
- Accounts to 16th April 2018 were noted.
 - GDPR – Clerk is going on training in early May
 - S137 requests – School donation – The Village Hall Committee meets this week, so this will be discussed next meeting. Clerk
 - New expenditure approved: Clerk
 - Cheque 777 – Clerk pay and expenses - £431.62 – NALC pay award was announced today and the Clerk moves to £11.643 an hour on point 24. This was approved and it was agreed to set up a standing order for Clerk pay of £349.29 each month and continue to pay expenses by cheque
 - Cheque 778 – Magazine printing - £83
 - Online – Insurance - £413.51
 - Cheque 779 – Ground Maintenance - £990
 - Expenditure noted - none
 - New income noted
 - Burial ground -
 - Interest £0.54
 - Allotment rent - £87.50
 - Magazine adverts - £15
 - Car Boots - £189
- 13 Correspondence
- Library letter from Cllr Barry Lewis
 - The Prince's Countryside Fund "Recharging Rural" study and survey – Clerk and Cllr Friend have responded to this. Clerk
 - Peak District National Park Development Management Policies Examination
 - Darley Dale Neighbourhood Plan consultation
 - Rescheduled Parish and Town Council Liaison Forum Thursday 10 May 2018
 - Derbyshire and Derby Minerals Local Plan Consultation – ends 18th May – Cllr Potter will respond to this. Cllr Potter
 - Peak Park Parishes Forum response to the Peak Park Management Plan consultation
 - Stoke Hall Quarry – Update – Marshalls are regularising their works. Stoke Hall will not be used in the future.
- 14 Feedback from Meetings and Training - None
- 15 For information
- Eroica 2018 communication
 - Pot Hole press release
- 16 DALC Circulars (all circulated by email):
- Circular 6 - 2018 - External Audit News - Neighbourhood Planning Grant - Section 137 allowance - GDPR update & training - Updated Standing Orders & LTN - Free Webinar - Project Man. Training - Councillor Essentials Training
 - Circular 05-2018 - GDPR Training Course - DALC Spring Seminar - Review of Local Government Ethical Standards - Internal & External Audit 2017-18 - DALC Survey Results -

MP's Lobby Day

17 Reading (circulated by email):

- Peak Guardian (Magazine)
- DDDC Community Area Forums' Notes
- Derbyshire County Council Scams Bulletin
- Parishes Planning Bulletin
- Peak District News and Views
- Beeley Parish Council Agenda Papers
- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Friends of the Peak District News and Views
- Neighbourhood Alerts
- Derbyshire Police and Crime Panel Newsletter

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

- | | | |
|------------------|-----------------------|----------------------|
| • 21st May 2018 | • 23rd July 2018 | • 22nd October 2018 |
| • 25th June 2018 | • 25th September 2018 | • 26th November 2018 |

Rowsley Parish Council
Bank Rec. As at 14th May 2018

	RBS Current £	RBS Reserve £	Summary £
Cash Book : Bal b/fwd current A/C 1st April 2018	50.00	13,513.99	13,563.99
plus : receipts	8,319.37	7,101.85	
less : payments	-1,218.13		
To deposit	-7,101.24		
	<u>50.00</u>	<u>20,615.84</u>	<u>20,665.84</u>
Unpresented chqs			0.00
Unpresented receipts		168.00	168.00
Balance	<u>50.00</u>	<u>20,447.84</u>	<u>20,833.84</u>
Bank : Current A/C - 11/05/18	85.00		85.00
Deposit A/C - 11/05/18	0.00	19,712.84	19,712.84
			0.00
	<u>85.00</u>	<u>19,712.84</u>	<u>19,797.84</u>
difference	-35.00	735.00	1,036.00

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

Monthly Budget Monitoring

ROWSLEY PARISH COUNCIL		Year to Date at 14/05/18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2018 - 2019		Actual £	Budget £	Difference	Actual £	Budget £	Difference
Date	14th May 2018	To Date	To Date	£	Projected	For Year	£
Month	1						
PAYMENTS	Administration						
	Clerk's salary	331.62	333.33	1.71	4,000.00	4,000.00	0.00
	Clerk's expenses	100.00	25.00	(75.00)	300.00	300.00	0.00
	PAYE	0.00	16.67	16.67	200.00	200.00	0.00
	Audit fees	0.00	11.67	11.67	140.00	140.00	0.00
	Hall Hire & Rent	0.00	8.33	8.33	100.00	100.00	0.00
	Subscriptions	0.00	14.17	14.17	170.00	170.00	0.00
	Communication including website and parish magazine	83.00	83.33	0.33	1,000.00	1,000.00	0.00
	Insurance	413.51	35.00	(378.51)	413.51	420.00	6.49
	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
		928.13	531.67	(396.46)	6,373.51	6,380.00	6.49
	Ground Maintenance						
	Grass cutting	250.00	249.17	(0.83)	2,990.00	2,990.00	0.00
	Recreation Ground	0.00	100.00	100.00	1,200.00	1,200.00	0.00
	Burial Ground	0.00	0.00	0.00	0.00	0.00	0.00
	Allotment	40.00	41.67	1.67	500.00	500.00	0.00
	Community Garden	0.00	12.50	12.50	150.00	150.00	0.00
	Bus Stops	0.00	0.00	0.00	0.00	0.00	0.00
	Footpaths	0.00	440.00	440.00	440.00	440.00	0.00
		290.00	843.33	553.33	5,280.00	5,280.00	0.00
	Safety	0.00	54.17	54.17	650.00	650.00	0.00
		0.00	54.17	54.17	650.00	650.00	0.00
	S137 Grants						
	S137 grants	0.00	41.67	41.67	500.00	500.00	0.00
		0.00	41.67	41.67	500.00	500.00	0.00
	Total Payments	1,218.13	1,470.83	252.70	12,803.51	12,810.00	6.49
	VAT	0.00	0.00	0.00	200.00	0.00	(200.00)
	Total Payments after VAT	1,218.13	1,470.83	252.70	13,003.51	12,810.00	# (193.51)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	0.00	0.00	0.00	0.00	0.00	0.00
	Bank Interest	0.61	5.00	(4.39)	60.00	60.00	0.00
	Communication	30.00	83.33	(53.33)	1,000.00	1,000.00	0.00
	Allotment	122.50	29.17	93.33	350.00	350.00	0.00
	Recreation Ground	723.20	458.33	264.87	5,500.00	5,500.00	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	891.67	16.67	875.00	200.00	200.00	0.00
	Total Receipts before precept	1,767.98	717.58	1,050.40	8,611.00	8,611.00	0.00
RECEIPTS	Precept	6,552.00	546.00	6,006.00	6,552.00	6,552.00	0.00
		8,319.98	1,263.58	7,056.40	15,163.00	15,163.00	0.00
		7,101.85	-207.25	7,309.10	2,159.49	2,353.00	-193.51