

Bonsall Parish Council

Minutes of the Bonsall Parish Council Meeting held on Tuesday 17th April 2018 at 7.30pm at Bonsall Village Hall.

Chair of the Council: Cllr Mark Harris

Clerk: Tony Payne 27 High St Bonsall DE4 2AS; telephone: 01629 822311 email: bonsallclerk@gmail.com

Minute No	Item	Action
17/04/1	Present Cllrs Harris, Addis, Barry, Grover*, Pountain and Watson. Mr T Payne (Clerk/RFO). No members of the public.(*amended 15/05/18 minute 15/05/6)	
17/04/2	Apologies for Absence: apologies received from Cllrs Grover and Hewitt, and District Cllr Purdy and County Cllr Irene Ratcliffe.	
17/04/3	Variation to the Order of Business: none.	
17/04/4	Declaration of Interests: None	
17/04/5	Public Speaking None.	
17/04/6	Minutes Of The Last Meeting: The Chair signed the minutes of the meeting held on 20 th March 2018, subject to amendment of minute 17/4/18 (9(a) to record cheque no.1789 as being for £20.00 not £10.00.	Clerk
17/04/7	Chair's Announcements: None	
17/04/8	<p>Village Matters</p> <p>a) Slinter Top Quarry update: the Clerk reported that District Cllrs Purdy and Pawley had expressed concern at the planning application process and had asked County Cllr Ratcliffe to investigate this with County Council officers.</p> <p>It was agreed that in the absence of Cllr Grover the Clerk would represent the Parish Council at that meeting.</p> <p>b) Park Lease update: the Clerk reported an email received that afternoon from the District Council stating that (1)DDDC are looking at the dead/damaged trees in the park with the view to undertaking the work;; (2) DDDC are prepared to take a sub lease of the play area (at peppercorn rent) from the Parish Council for a period of 10 years (with a break clause at year 8); (3). DDDC were not able to make a contribution towards legal costs.</p> <p>It was agreed that the offer of a sub-lease by the District Council should be welcomed in principle, and that detailed discussions should take place on that once the Heads of Terms with the Diocese were finalised. It was agreed that the Park Working Group should meet to discuss those Heads of Terms with a view to reporting to the next meeting.</p> <p>c) Churchyard: (1) Churchyard responsibilities: the Clerk reported on minutes relating to the history of responsibility for areas of the churchyard. It was agreed to look further into this, and that the issue should be discussed at a joint meeting with the Parochial Church Council which had been recently offered by the PCC. The Clerk reported that there was no current information on the proposed work to the trees adjacent to Church Street.</p> <p>(2) Burial ground administration and sale of Exclusive Rights of Burial: The meeting discussed the report of the Burial Working Group which had been previously circulated. It was agreed (a) that the administrative steps as</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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	<p>set out in the Burial Ground Working group report should be adopted; and (b) that in view of the limited remaining space within the churchyard then with immediate effect there should be no further sales of Exclusive Rights of Burial on a reserved basis, and sales should be for planned burial only.</p> <p>(3) Burial ground extension: the plan showing the outcome of trial hole excavations was considered. It was agreed to refer this to the County Council for their views, and subject to obtaining details of the work involved to proceed with the next stage of the Feasibility Study into extension of the burial ground.</p> <p>d) WC transfer: the Clerk reported on correspondence between the District Council and Mr P Gould in relation to title of the toilet block, and Mr Gould's offer to consider a lease of the site to the Parish Council and his wish to secure the facility for the village for the future. It was agreed that the proposal should be welcomed, and that in principle the Council would wish to take a lease, subject to the District Council agreeing to the arrangement and making payment of the £3000 grant and £2052 for outstanding repairs for taking on the responsibility, as previously offered.</p> <p>e) Defibrillator: the Clerk reported on the outcome of Cllrs Watson and Hewitt and Richard Taylors work on sourcing defibrillators for the Dale and Townhead. Quotes had been obtained as follows:</p> <p>1. Physio Control UK: Lifepak CR2 (suitable for infants) at £999+VAT; Lifepak CR Plus at £650+VAT ; total £1979 inc VAT (price to 05 May 2018);</p> <p>2. thedefibpad.co.uk: CR2 at £1633+VAT; CR Plus at £824 + VAT = £2948 inc VAT;</p> <p>3. Defibshop.co.uk: CR 2 at £633+ VAT; CR Plus at £875+VAT total £3010 inc VAT.</p> <p>The Clerk confirmed that he had also independently sourced quotes for the items and that none matched or approached that of Physio Control UK. In addition to the two defibrillator units, cases would also need to be purchased in future to enable them to be stored outside, at an approximate cost of £380 each plus VAT (total £912). It was agreed to defer purchase of the cases and and also any directional signs.</p> <p>The Clerk and Cllr Addis reported on ongoing fundraising for these units in the village (a donation of £64 had been received from the school, and Cllr Hewitt had said that an offer of £650 had been made). It was agreed that, for the purposes of the Parish Council's finances, only cash received could be taken into account at present.</p> <p>After discussion on funding, and noting that the VAT element could be recovered during the course of the financial year, it was agreed (1) to purchase a Lifepak CR2 and CR Plus from Physio Control Ltd at the price quoted, and that in order to benefit from this price offer the Parish Council would fund the purchase using the reserve carry forward of £970 set aside for defibrillators and the unspent balances in this and the previous financial years set aside for new projects (£1000), it being noted that fundraising should result in some of that expenditure being able to be reimbursed or to be applied to maintenance costs and purchase of cases. It was also agreed to record thanks to Cllrs Hewitt and Watson and to Richard Taylor for their work</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>on this.</p> <p>f) Park play area: it was reported that the ground conditions in the children's play area were poor and it was agreed to ask the District Council for more woodchip to be put down.</p> <p>g) General Data Protection Regulations: after discussion the report was noted.</p> <p>h) Annual staff appraisal: agreed the Chair should arrange for appraisal of the the Clerk by end of May, and the Clerk to make arrangements for other staff.</p> <p>i) Theme for Annual Parish Meeting on 15th May 2018: it was agreed to propose the topic of 'improvement of communication within the village and between village organisations'.</p>	<p>Clerk</p> <p>Clerk</p> <p>Chair/ Clerk</p> <p>Clerk</p>
	<p>Finance:</p> <p>a) Payments received: £64.00 fundraising for defibrillators from Bonsall School received with thanks.</p> <p>b) The monthly Statement for period 12 detailing income and expenditure to 05 April 2018, which had been previously circulated to Councillors, was approved.</p> <p>c) Budget: The Council considered the budget position against income and expenditure to date as shown in the account statement for the month and the transactions agreed at the meeting. The Council assessed risk in relation to the Council's financial standing and systems, and were satisfied that there were no issues presenting risk that required attention or further action at the present time.</p> <p>d) Accounts for payment the schedule (below) showing cheques /Online Payments/Direct Debits was approved for payment. (It was noted that the ICCM subscription at a fee of £90.00 was to be renewed for a further year in the light of continuing work relating to the burial ground and extension).</p> <p>e) Carnival Committee: a grant application of £150 for procession drumming was approved.</p> <p>f) Asset Register: the Asset Register as at 31 March 2018 was approved</p> <p>g) Annual accounts: the Annual Accounts as at 31 March 2018, and a Statement of Earmarked Reserves carried forward at 31 March 2018, were approved after discussion.</p> <p>h) Annual Return: the Clerk explained the new arrangements for completion of the annual return, and the exemption process for Councils with income and expenditure below £25,000. The Council had the option to proceed with a review (fee£200 + VAT), or to certify itself as exempt (since none of the exemptions to this rule applied to the Parish Council). After discussion it was agreed that the Parish Council would submit a certificate of exemption from the requirement for a limited audit review under the audit regulations.</p> <p>i) Churchyard Claim 2017/18: submission of a claim to the District Council for £1187.34 was noted.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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17/04/10	<p>Planning:</p> <ul style="list-style-type: none"> 2018 03 20 Derbyshire and Derby Minerals Local Plan – Spring 2018 Consultation: to consider report and make any representations to the County Council: http://www.derbyshire.gov.uk/mineralsplan <p>After discussion agreed not to submit any comments on this Plan.</p>	Clerk																																				
17/04/11	<p>Items for Information: DALC Circulars: Circular 05/18</p>																																					
17/04/12	<p>Dates of next meetings: (1) Annual Parish Meeting Tuesday 15th May 2018 at 7.00pm; (2) Annual Meeting of the Parish Council Tuesday 15th May 2018 at 7.30pm</p>	Clerk																																				

Signed