**ROSLISTON PARISH COUNCIL**

**South Derbyshire District in the County of Derby**

**Minutes of the Annual Meeting of the Parish Council**

**Held at 7.00pm on Monday 16th May 2022**

**Present:** Cllrs Mrs S Marbrow (Chair), Mrs C Davoll (Vice), Mrs B Evans, P Marbrow, B

Matkin, Cllr T Waddington

**Officers:** S Lloyd (Clerk & RFO)

**Also Present:** County Cllr S Swann

**3.22 Election of Chair for Civic Year 2022/23**

A vote was held and Cllr Stephanie Marbrow was elected as the Chair for 2022/2023

**4.22** **Declaration of acceptance of Office (Chair)**

 Cllr Mrs S Marbrow accepted and signed the acceptance of office form

**5.22** **Apologies**

 District Cllrs Mrs M Bridgen and D Pegg

**6.22 Declaration of Members Interests**

 None declared

**7.22 Election of Vice Chair for Civic Year 2022/23**

 A vote was held, and Cllr Chris Davoll was elected as the Vice Chair for 2022/23.

 She accepted and signed the acceptance of office form

**8.22 Public Speaking**

No public attended

**9.22 County Council**

Chair thanked Cllr Swann for the £200 grant and his efforts over the last year.

 Councillor Swann advised he has attended every meeting of Rosliston PC over

 the last 12 months and always updated members on local and DCC matters. He

 consults regularly with the clerk, councillors and residents on issues.

 He has approved a grant for the PC of £200 towards costs for the PC’s Platinum

 Jubilee Commemorative badges. He met recently with Cllr Davoll regarding the

 footpath issues and has sought action to resolve these. He also recently met with

 Cllrs, residents and DCC officers to discuss the issues at Walton Corner.

 Cllr Swann updated the council on the progress with the Walton bridge.

 Regarding the crossroads at Burton Road/Rosliston Road/Caldwell Road/Barn

 Lane, a redesign of the redirection of traffic is to be submitted soon. Meanwhile,

 SLOW markings have been added to 3 of the carriageways. Cllr Swann has also

 requested the rumble strips are reinstated.

 Cllr P Marbrow asked Cllr Swann if something can be done about the debris left

 on the pavement by Knightswood. Cllr Waddington asked if there was any

 progress with the redesign of the crossroads, Cllr Swann advised he expected to

 hear news soon.

**10.22 District Council**

 No member present, however, Cllr Pegg had emailed information as below.

 Cllr Pegg has been elected as Chair of Linton PC. SDDC have recently conducted

 the annual environmental quality survey, scoring close to 94%. Improvements are

 being made to the SDDC telephone system which should improve the customer

 experience. A new Green Spaces Officer has been appointed, Rosie Briggs. It

 was **RESOLVED** that the clerk should contact Rosie Briggs to enquire

 about the possibility of an all-weather track for Strawberry Lane, which has

 previously been requested by residents. Clerk to contact Andy Townsend to

 advice the replaced sink tap is leaking, causing considerable water in the plant

 room.

**11.22 Police**

Crimes for April 2022 were recorded asRosliston & Linton: Domestic x 1,

 Burglary x 1, Theft x 1, Assault x 5, Harassment x 4, Criminal Damage x 1

 Clerk has requested Rosliston be separated from Linton for Mays figures.

 Clerk to request a report for the newsletter from SNT, from Inspector Michael

 Sissman.

**12.22 Minutes**

 Council **RESOLVED** to approve as a correct record the minutes of the council

 meeting held on Monday 25th April 2022

**13.22 Chairs Announcements**

 Chair remarked that Cllr Swann’s report was complimentary of the parish councils

 work. She also thanked Cllr Pegg for his report. Chair advised herself and Cllr

 Davoll have almost finished the wording for the DALC awards statement.

 It was **RESOLVED** to hold a “Village Walkabout” on Monday 27th June at 6pm

**14.22 CLERK’S REPORT**

 **a** Play equipment. April’s inspection received, no issues. 106 monies approved

 for new equipment, some current equipment will remain. £100 not yet received

 from VHC on behalf of the preschool, clerk to email invoice. Chair to arrange a

 sign to advice users that the equipment is for Under 7s only.

  **b** Main Street culvert. Works are ongoing, expect completion by Nov 22.

 **c** DCC 82006117 rotting signpost, awaiting design from DCC. Awaiting sign

 design and SDDC state they now have no record of a bin in this location. Clerk

 chasing

 **d** Footpath issues. Cllr Swann and Cllr Davoll met. New bridge installed. Surface

 defects resolved. Ditch crossing to be improved by DCC.

 **e** DCC Signpost damaged and post falling, Vicarage Walk. Reported F829686.

 DCC anticipate completion by autumn 22

  **f** Walton Corner Street lighting and sign queries to be resolved by DCC.

 Cultivation licence applied for by residents, no issues from DCC or PC.

 **g** Pavilion and Strawberry Lane. Chair meeting SDDC on 30th May re utility bills,

 responsibilities and allotment licence. Clerk to ask Scouts to arrange clothing

 bank to be emptied again

  **h** Litter Pick on 25th May. Reminder on Facebook and website. School will take

 part during the school day. Scouts may join in evening. Equipment from SDDC to

 be delivered to Chair. Clerk to investigate banner cost for future advertising of the

 litter picks in the future

**15.22 Finance**

  **a** The council approved following payments

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Payroll | April salary. 5 weeks, 7 hrs per week, ending 25th April 2022Standing expenses @ £26 per month Travel to and from meeting, 45p per mile x 6 miles (April) |  552.80 26.00 2.70   |  0.00 0.00 0.00 **Payable** |  552.80 26.00 2.70 **£581.50** |
| HMRC | Income tax | 20.60 | 0.00 | 20.60 |
| Les Hubbard | Grounds maintenance | 615.00 | 0.00 | 615.00 |
| Meadowview Services | Chipping and waste removal (for allotments) | 200.00 | 0.00 | 200.00 |
| Northern badge Co | Jubilee badges | 181.00 | 0.00 | 181.00 |
| Zurich | Additional premium to cover play equipment | 91.74 | 0.00 | 91.74 |
| J Taylor | Internal Audit | 100.00 | 0.00 | 100.00 |
| R Pickering | Allotment ground works | 1302.80 | 0.00 | 1302.80 |
|  | **TOTAL**  |  |  | **£3092.64** |

  **b** The full year bank reconciliation and budget review was received and noted as below

 01/01/2022 to 31/03/2022

|  |  |  |  |
| --- | --- | --- | --- |
| Opening Balance at 01/01/2022 |   |  | 17345 |
| Receipts (01/01/2022-30/03/2022) |   | 15210 |
| Payments (01/01/2022-30/03/2022) |  | 6468 |
| Closing balance at 30/03/2022 |  |  | 26087  |
| **Bank balance at 30/03/2022** |  |  | **26086** |
|

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Review 31/03/2022** |  |  |  |
|  |  |  |  | **2021 - 2022 budget** | **Actual to date** |
|  | Income |  |  |  |  |
|  | Grant SDDC |  | 378 | 378 |
|  | VAT Refund |  | 150 | 186 |
|  | Contribution towards costs | 0 | 380 |
|  | Sport field hire |  | 0 | 200 |
|  | SDDC Precept |  | 11,000 | 11000 |
|  | Minor Maintenance |  | 210 | 375 |
|  | Concurrent Expense Claim | 5234 | 10469 |
|  | Rent of Land to rear of 31 Linton Road | 0 | 0 |
|  | Allotment grants |   |  | 0 | 11,625.00 |
|  |  |  |  |   |  |
|  | **Total income for the year** | **16972** | **34613** |
|  | **Expenditure** |  |   |  |
|  | Parks & open spaces |   |  |
|  |  | Village lawns & strimming |   | 6700 | 5912 |
|  |  | Litter picker |   | 700 | 525 |
|  |  | Strawberry Field Lease |   | 1 | 1 |
|  | Clerk's salary & expenses | 5107 | 5291 |
|  | General Administration |  |   |
|  |  | Meeting room hire |   | 110 | 110 |
|  |  | Audit fee  |   | 150 | 100 |
|  |  | Insurance |   | 350 | 342 |
|  |  | Training Courses & travel |   | 200 | 187 |
|  |  | Subscriptions - DALC |   | 250 | 352 |
|  |  |  |  |  |  |
|  | Donations (547 electors) | 1500 | 100 |
|  |  |  |  |  |  |
|  | Flood team |  | 300 | 1788 |
|  | Minor maintenance |  | 315 | 150 |
|  | Website |  |  | 310 | 310 |
|  | Sundries |  |  | 0 | 0 |
|  | Allotments |  | 3000 | 4275 |
|  | VAT subject to claim | 250 | 793 |
|  | Village improvements | 3000 | 1082 |
|  | Jubilee |  |  | 0 | 194 |
|  | **Total expenditure**  | **20243** | **21512** |

 |  |  |  |

 **c** The internal audit report was received and noted, no concerns

 **d** The AGAR section 1 was completed and signed by the chair

 **e** The AGAR section 2 was approved and signed by the chair

**16.22 Planning**

No new planning applications received. The application for the solar farm at

 Lullington was discussed. It was **RESOLVED** that council would send an

 objection to SDDC

**17.22 Outside meetings and training**

 Cllr Evans attended a Forestry Centre meeting, where she was advised the

 centre will be reducing rather than installing more dog bag bins. There will also

 be new car park charge meters installed which will offer a 2 hour stay option.

 Chair attended a DALC Exec meeting, 2 members have recently resigned and

 there are therefore vacancies. The police representative has been replaced by

 Det. James Thompson. NALC’s last meeting minutes on levelling up was

 referred to. DALC’s AGM in October will be face to face. Chair will suggest 4

 locations to the South of the County. Chair had also offered to help the chief

 officer with DALC’s Action plan. Data protection and staff privacy policies were

 updated.

 Chair and Cllr P Marbrow attended a recent PCCO meeting, where the PCCO

 acknowledged the work of parish councils. SIDS and Speed watch were also

 discussed. The PCCO would like to see better communication between the SNT

 and Parish Councils.

 Chair also attended a Flood Liaison meeting, requesting funding for torches for

 the village flood team were discussed. DCC have a team who are now actively

 working on the gullies in South Derbyshire. Chair also asked about the

 responsibility of the Forestry Commission for works to some of the ditches in

 Rosliston. A meeting is to take place with Phil Lenton of SDDC and the Forestry

 Commission to confirm.

**18.22 Correspondence**

The correspondence report was noted

**19.22** **Items for Discussion/decision**

 **a Review Asset register, standing orders, financial regulations, and risk register**

It was **RESOLVED** additions to be made to the Asset register, clerk to update and circulate to members. Clerk to also collate a list of assets with replacement costs for the insurance renewal. Standing orders, financial regulations and risk register were reviewed, no amendments needed.

 **b Confirm calendar of meetings until May 2023**

Meetings will continue the 3rd Monday of each month, apart from August

 when there is no meeting. Clerk to circulate dates and add to website.

 **c** **Speed Indicator Devices funding application**

 It was **RESOLVED** that Cllrs P Marbrow, and Mrs Davoll will complete the SIDS application for 1 SID with the necessary supporting information.

 **d** **GDPR**

 It was **RESOLVED** that the Chair and Clerk will review the policy. Clerk to also

 contact all people whose information was saved from the litter pick 2021 to ask

 their permission to store their data.

 **e** **Solar Farm application response**

 It was **RESOLVED** that Cllrs Evans and P Marbrow will collate a response

 against the application

 **f** **5-year council plan**

A questionnaire will be prepared to inform the 5-year plan on what

 residents would like to see in the village. This will be delivered with the

 next newsletter.

 **g** **Allotments update**

 Cllr P Marbrow advised the new contractor is making substantial progress. One

 area is now cultivated, and fencing will be purchased and installed soon.

  **h** **Pavilion update**

Chair advised she believes the responsibility for utilities sits with SDDC. A water

 bill has been presented to council and Chair will pass this to SDDC. In addition,

 one smoke alarm does not work, a sink tap is still leaking and 3 of the 4 showers

 do not work. SDDC have advised they expect to issue new contracts for Pavilion

 buildings to Parish Councils.

**20.22 Items for Information only**

 The next meeting of the Parish Council will take place at 7.00pm on **Monday**

 **20th June 2022,** at the meeting room, Bulls Head, Main Street, Rosliston.

 Signed ………………………………………. (Chair)

 Date ………………………………………