

**DALBURY LEES  
PARISH COUNCIL**

**Clerk to the Council**  
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**To the Chair and Members**

You are summoned to attend the meeting of Dalbury Lees Parish Council on Monday 4<sup>th</sup> July 2016 in the Village Hall at 7.30pm.

*Margaret Fox*  
Clerk /RFO

27<sup>th</sup> June 2016

**AGENDA**

1. To receive apologies for absence
2. Declarations of Councillors' Interest (Members are asked to sign the Declaration of Interest sheet and their proposed action – to stay, leave or speak and leave before a decision is made - see 10c for members declaring prejudicial interest).
3. Public Speaking
  - a. A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any other matter.
  - b. If the Police and/or the Police Community Safety Officer, a County Councillor or District Councillor or MP is in attendance they will be given the opportunity to raise any relevant matter and answer questions.
  - c. Parish Council members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to agenda items shall do so at this stage.
4. To determine which items, if any, from Part 1 of the agenda should be taken with the public excluded.
5. To approve minutes of the Annual Parish Council Meeting and the Ordinary Meeting of the Dalbury Lees Parish Council held on Monday 9<sup>th</sup> May 2016.
6. Co-option of New Councillor – No applications received – to discuss.
7. Report of the Chair.

8. Plannings.  
Ref: 9/2016/0465 Top Farm, Church Road, Off Heage Lane and Radbourne Lane, Dalbury Lees, Ashbourne.  
Prior approval for a proposed change of use of three exiting agricultural buildings to residential use.  
No reply sent.

Ref: 9/2016/0460 Top Farm, Church Road, Off Heage Lane and Radbourne Lane, Dalbury Lees.  
Installation of steel framed agricultural building and area of hardstanding.

Ref: 9/2016/0551 School House, unnamed road from Long Lane to Dalbury Hollow, Dalbury Lees, Ashbourne.  
The erection of a detached outbuilding for use as store/study space.

Planning decisions.  
None.

9. Grounds Maintenance
- a) Allotments – quote for additional trough and pipe work (£304.20 +VAT) from Mr W F Marsh has been agreed and work completed in next few weeks. Taps to be paid for separately at £39.00.
  - b) Verges
  - c) Village Green
  - d) Highways (gutters etc) have been done.
10. Minor Maintenance (footpaths).
11. Smaller Councils and Transparency Code/Website.
12. Defibrillator for Dalbury Lees.
13. Review of Financial Risk Assessment and Assets Register.
14. Review of DLPC year draft 2.
15. Internal Audit Comment – Status of Allotment Account.
16. SDLP Part 2.
17. Policy for dealing with arisings between scheduled meetings.
18. Report of the Clerk
- a) SDDP Part 1 has been adopted.
  - b) Weekly Crime reports, do Councillors wish to have this forwarded to them.
  - c) Damaged sign on Donkey Hollow – Job has been raised by DCC to carry out the repairs.

19. Derbyshire Association of Local Councils.

- a) Circular No. 9/2016 General Circular  
Pay Scales 2016-2018; New Financial Regulation 2016; Transparency Fund for Smaller Authorities; Community Resilience – How Parishes can be involved; Community Payback contact details; Courses; Vacancies.
- b) Circular No.10/2016 General Circular  
DALC Chief Officer; DALC Annual Executive Meeting and AGM; Call for Executive Members for the period 2016-2019.

20. Finance.

- a) Accounts for Payment

<b>Cheque No</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
100539	Community Links Insurance	Parish Council Insurance renewal	£ 183.71
100540	SevernTrent	Water charge - allotments	£ 26.44
100541	Mrs M Fox	Salary/expenses	£ 289.33
100542	The Post Office	HMRC – M Fox tax (2 months)	£ 61.60
100543	Bradley Gell	Mowing	£ 188.00
100544	2commune Ltd	Web site	£ 780.00
100545	DLMHT	Room Rent (estimate 2hrs)	£ 24.00
<b>Total</b>			<b>£1553.08</b>

- b) Cheque to Community Links Insurance (lesser amount) paid since last meeting and also cheque to Severn Trent for water on allotments.
- c) Income –
- d) Income/Expenditure and Budget to date.
- e) External Audit form and associated paperwork completed and sent to Grant Thornton.

21. Items or Information only.

- a) Correspondence from James Benstead, Social Media & P R Specialist, SDDC.
- b) Clerk/RFO vacancies.
- c) Copy of Dalbury Lees Digest received.
- d) 'Say something if you see something' questionnaire.

22. Date of next meeting – Monday 12<sup>th</sup> September 2016.