

BOYLESTONE PARISH COUNCIL

Minutes of Extraordinary Meeting

Held on: Tuesday 23rd January 2024 at 7:00 pm

At: Boylestone Village Hall

Present: Cllr Helen Walker (Chair), Cllr George Upson, Cllr Pete Wilkins, Cllr Matt Moore, Peter Bambury (Clerk)

There were 2 public attendees

23/113 **1. Apologies for absence**

Cllr Derek Watkins

23/114 **2. Declarations of Interests**

Cllr Walker and Cllr Upson declared that they had engaged in preliminary discussions with interested parties to the planning application included on the agenda for this meeting.

23/115 **3. Exclusion of the public**

With regard to the determination of income and expenditure for 2024-25, and also to a review of the Clerk's terms of employment, the following resolution was made:

That in view of the specific nature of the business referred to, the Council considers, in the public interest, that the press and public be temporarily excluded, and they are therefore instructed to withdraw.

23/116 **4. Public Speaking**

(a) the owner of the proposed work at *Land to the East of Fields Farm, Boylestone*, was present and asked to speak during consideration of the planning matter on this agenda. This was agreed to.

(b) Sue Bull introduced herself as a prospective District Councillor standing as a candidate for the Norbury Ward.

23/117

5. Planning

The current planning application for a *Change of use of the land and the construction of a menage at Land to the East of Fields Farm, Boylestone*, was considered.

The owner of the proposed work gave an account of the history of the property and clarified an anomaly regarding the site address, which should correctly be referred to as South Fields Farm.

The owner also explained that a particular neighbour had not been consulted by the District Council as part of the planning process and he had therefore explained the scope of the work to him. Cllr Wilkins had also discussed the development with the neighbour, who had raised no objections.

In response to a point that was made regarding not allowing the footpath that runs through the site to be impacted, the owner gave assurances to this effect.

It was agreed that the Parish Council would offer no objections to the proposed scheme.

23/118

6. Items of Budgetary significance

(a) Maintenance of verges

A revised quotation had been obtained for £675 + VAT for a single cut of the verges to roads identified as 8G26, 8G27, 8G28 and 8G29 on a supplied map. This constituted approximately 22 miles of verges.

It was asked whether the company would quote for a shorter amount of verge length as it was pointed out that not all of the 22 miles quoted for necessarily needed cutting. The company apparently would not consider this.

It was therefore suggested that acceptance of the quote without further competition would not be good management practice nor represent value of money.

It was agreed that a second quotation from an alternative supplier should be obtained and Cllr Upson advised of a contractor who lives in the village and who might be interested in offering his services. The individual had done previous cutting work in the village to a satisfactory standard.

Agreed that budgetary provision for the received quote would be made. However, Cllr Upson will approach the individual referred to with an invitation to quote. If this is successful, the linear extent of the work that is necessary will be negotiated. Action: Cllr Upson

(b) Website

Following the quote received from the company 2commune Ltd to provide and host a new website for the Parish Council, notice had been received that a dispute between 2commune Ltd and its platform provider, Cuttlefish, had resulted in the partnership between the two companies being terminated on 31st March 2024. Cuttlefish had in turn written to current parish council clients offering to provide a web hosting service themselves.

This impacted on the current website procurement process approved by this Parish Council as it was understood that Cuttlefish had little experience of direct service provision to parish councils.

The Clerk advised that, although 2024-25 budgetary provision should still be made, the current procurement process should not proceed until the situation became clearer. Alternative providers and arrangements were expected to emerge in the coming months.

The Clerk also advised that a research of numerous website providers had indicated that costings were generally included on their own websites and that a sample would be produced for consideration when the situation with 2commune Ltd was clearer.

It was suggested that due to the limitations of the Parish Council's current website, particularly with regard to accessibility compliance, a time limit should be placed for the 2 commune Ltd situation to be resolved. It was agreed therefore that a deadline of 31st March 2024 would be set and that if there was no viable quotation and arrangement offered by 2commune Ltd by then, the Clerk would obtain 2 independent quotations from alternative suppliers for consideration. Action: Clerk

- (c) The situation regarding the ditches in the village was further discussed and actions agreed in Minute 23/107 of the meeting of the Parish Council on 11th December 2023 would be reported on at the next meeting. Fly tipping was contributing to the problem and Cllr Upson had reported this to DDDC. It was agreed that budgetary provision for necessary work would be maintained.

23/119

7. Budget

- (a) The terms of the Clerk's contract were considered and it was acknowledged that the original contractual working hours had proved to be less than the actual hours worked. In order to avoid the difficulties inherent in budgeting for overtime claims, it was proposed that the contractual hours be increased from 104 to 120 hours a year with effect from 1st April 2024. The salary paid to the Clerk had also increased in accordance with the terms of the contract and National Agreements and budgetary provision will need to be made for this. It was agreed that a proposal to increase the contractual working hours of the Clerk to 120 hour a year will be put to the next Ordinary Meeting of the Parish

Council for consideration. Clerk to include on the meeting agenda. Action:
Clerk

- (b) Expenditure budget levels for 2024-25 were determined and approved
(see summary below)

23/120 **8. Precept**

It was proposed by Cllr Wilkins, seconded by Cllr Upson and agreed unanimously that the parish precept for 2024-25 would be £6500. Clerk to submit to Derbyshire Dales District Council. Action: Clerk

23/121 **9. Date of next Ordinary Meeting**

Thursday 29th February 2024 at 7:00 pm

The meeting closed at 9:00pm

Summary of agreed actions

	Minute	Action
Clerk	23/118	Report back on position with 2commune Ltd and obtain further quotes as necessary
	23/119	Include revision of Clerk contract on agenda for next meeting
	23/121	Submit Precept application to DDDC
Cllr Upson	23/118	Invite alternative quotation for cutting of verges

Updates on actions outlined in the minutes to the meeting of 11th December 2023 to be reported at next meeting.

Approved Expenditure Budget 2024-25

	2023-24	2024-25	Comment
Derbyshire Assn of District Councils	180.00	200.00	
Village Hall	80.00	120.00	Increase in Parish Council usage anticipated
Village walks/footpath repairs	60.00	60.00	
Clerk salary (net)	1200.00	2000.00	See minute 23/119 (a)
HMRC PAYE	400.00	400.00	
Payroll	0.00	200.00	New service
Insurance	200.00	250.00	
Audit fees	45.00	60.00	
Training	80.00	80.00	
IT equipment	900.00	100.00	See minute 23/118 (b)
Website management	100.00	300.00	
Website procurement	350.00	300.00	
IT licences	100.00	200.00	
Defibrillator grant	50.00	50.00	
Road grit	170.00	300.00	To maintain adequate supplies
Christmas tree	250.00	160.00	
Christmas lights	50.00	100.00	
Litter pick events	50.00	00.00	
Phone box	50.00	20.00	
Village signs	500.00	500.00	
Election expenses	720.00	0.00	
Village ditches and drainage	300.00	300.00	See minute 118 (c)
Travelling expenses	0.00	50.00	
ICO registration	0.00	35.00	
Verges maintenance contract (net of VAT)	0.00	675.00	See minute 118 (a)
Totals	5835.00	6460.00	