

# BOYLESTONE PARISH COUNCIL

To: The Chair and Members of Boylestone Parish Council

You are hereby summoned to attend a meeting of Boylestone Parish Council, to be held:

On: 7:00 pm on Thursday 19<sup>th</sup> September 2024

At: Boylestone Village Hall

Yours sincerely,

Peter Bambury  
Clerk to the Parish Council

## **AGENDA**

### **1. To receive apologies for absence**

### **2. Declaration of Members' interests**

To receive declarations of disclosable pecuniary interests and personal and prejudicial interest from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (sections 30 – 33). Also to consider any previously notified applications for dispensation of such declarations in accordance with section 33 of the Act.

### **3. Planning**

To consider the following current planning applications:

(a) Derbyshire Dales District Council

Application 24/00757/FUL      Harehill Bank, Muse Lane  
Proposed garage and conversion of the existing  
office into home office

(b) South Derbyshire District Council

Application DMPA/2024/1156      Lees Hall Farm, Marjory Lane, Harehill  
Change of use of existing agricultural buildings and  
conversion and extension of barns to form 6  
dwellings

#### 4. Public Speaking

A period of not more than 10 minutes will be made available for members of the public to comment or ask questions on Parish Council matters.

If the Police Liaison Officer, a County Council or District Council Member is in attendance, members of the public will be given the opportunity to raise any relevant matter. Discussion of Police matters will be restricted to matters relevant to the parish of Boylestone.

#### 5. Previous minutes

To approve the minutes of the Annual Meeting of the Parish Council held on 25<sup>th</sup> July 2024.

#### 6. Exclusion of the public

In accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, to determine which items of the Agenda should be taken with the public excluded.

If the Council decides to exclude the public, the following resolution will be made:

*“That in view of the specific nature of the business about to be transacted the Council considers, in the public interest, that the press and public be temporarily excluded, and they are therefore instructed to withdraw”*

#### 7. Reports of meetings of outside bodies

To consider any reports

#### 8. Reports on outstanding actions assigned at previous meetings

	Minute	Action
Clerk	23/127(b) 24/013 24/024 24/025 24/029  24/034 24/037 24/038	Clarify High Grounds Shepherd’s Hut planning permission Reformat model Standing Orders Circulate 16/5 minutes and update website Upload adopted policies to new website Advise councillors of lowest bid for ditch clearing when tender from Cllr Holland received Complete content structure of new website and initiate ‘live’ status Update FMR to website Issue update letter to village circulation list
Cllr Walker	24/026  24/031 24/038	Submit Declaration of Pecuniary Interests form to DDDC Monitoring Officer when received from Cllr Holland Lead on the collation of community issues to feed Local Plan Assess all speed limit repeater signs and correspond with County Cllr Charlotte Cupit
Cllr Upson	23/107 23/111 23/118	Arrange working party for Malthouse Lane ditch maintenance Provide Clerk with correspondence re care worker’s access to premises Inform DDDC of report of burying of refuse on private land

CLlr Moore	23/098	Pursue owner of gate regarding repair
CLlr Holland	24/026 24/029	Complete Declaration of Pecuniary Interests form and give to CLlr Walker Provide day rate tender for ditch clearing work. Tender to be emailed to the Clerk.
All Councillors	24/034	Consider and email any photos, narratives and content suggestions for new website to the Clerk

**9. Working Groups** (documents previously circulated)

(a) Ditch Maintenance Working Party

To review the current situation

(b) Formation of Signs and Street Furniture Working Party

(i) Terms of reference

(ii) Budget

(iii) Membership

**10. Parish Councillor vacancy**

(a) To consider initiation of the recruit process

(b) Appointment of Parish Council representative to the Village Hall Committee

**11. Adoption of Policies** (draft policies previously circulated)

(a) Health & Safety Policy - new policy

(b) Publication of Minutes Policy – revised policy

**12. Winter Preparations**

(a) Salt bins

(b) Christmas

**13. Boundaries walk/Footpaths Walk**

To consider a briefing paper and proposal received from a local resident

**14. Footpaths review**

To determine arrangements and to agree a date for the next review

**15. Website**

- (a) Update and preparation for live launch
- (b) To authorise discontinuation of the current Parish Council email address [boylsestoneparish2@btinternet.com](mailto:boylsestoneparish2@btinternet.com) and initiation of the new [gov.uk](mailto:gov.uk) email address at live launch of the website.

**16. Correspondence received (previously circulated)**

- (a) DDDC – Travellers’ site survey
- (b) DDDC - Parish & Town Council Liaison Forum

**17. Local issues**

- (a) Condition of hedge adjacent to highway – Alkmonton Lane
- (b) Dangerous dog – Audishaw Lane

**18. Finance**

- (a) Finance Management report (previously circulated)
- (b) Notification of payments made since last meeting under delegated powers in accordance with Financial Regulations adopted by the Parish Council
  - (i) 12/08/2024 – Clerk salary (July) - £117.60
  - (ii) 12/08/2024 – HMRC – PAYE (July) - £29.40
  - (iii) 12/08/2024 – Zurich Municipal - £241.00
  - (iv) 12/08/2024 – Cuttlefish Multimedia - £702
  - (v) 15/09/2024 – Clerk salary (August) - £117.60
  - (vi) 15/09/2024 – HMRC – PAYE (August) - £29.40
- (c) Restructuring and virements of IT budgets

To better represent budget actuals, authority is sought for the following:

- (i) To rename the current budgets ‘Website management’ and ‘Website review’ to ‘Website & email hosting’ and ‘Website procurement’ respectively.

(ii) To make the following budget virements

<u>Current</u>		<u>Proposed</u>	
Website management	£300	Website & Email hosting	£350
Website review	£300	Website procurement	£360
IT Licences	£200	IT Licences	0
IT equipment	£100	IT equipment	£190
Totals	<u>£900</u>		<u>£900</u>

These adjustments are provisionally included in the latest Finance Management report

(d) Clerk budget

To reflect the status of the Clerk as an employee of the Parish Council, authority is sought to rename the current budget 'Clerk fees (net)' to 'Clerk salary (net)'.

(e) Parish Land rent review

To review the rental charge for 2024-25

(f) VAT recovery

To review the current procedure

(g) ICO Registration

To confirm registration for 2024/25 and to authorise payment of £35 registration fee.

**19. Other business agreed by the Chair**

**20. Confirmation of date of next meeting**