

CODNOR

PARISH COUNCIL

CLERK TO THE COUNCIL

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23 July 2020

To: The Chairman and Members of Codnor Parish Council

Dear Councillor,

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, you are summoned to attend a remote **Meeting of Codnor Parish Council on Monday, 3 August 2020 at 7.00 pm.**

The meeting will use Zoom meetings software.

Councillors will receive an electronic invite with joining details prior to the meeting.

The meeting is open to the press and public and access to the meeting can be provided by contacting the Clerk at the above address or by phone or e mail.

Yours sincerely,

Andrew Sharpe

Andrew Sharpe
Clerk and Responsible Finance Officer

AGENDA

1 To receive apologies for absence

RECOMMENDED that any apologies for absence be noted.

2 Declaration of Members Interests

RECOMMENDED that any disclosures of interests made at the meeting be recorded.

3 Public Speaking – (15 Minutes)

- (a) A period of not more than 15 minutes will be made available for members of the public and members of the Council to comment on any matter.
- (b) If the Police, a County Council or District Council member is in remote attendance they will be given the opportunity to raise any relevant matter.
- (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

RECOMMENDED to note or action the matters raised in public speaking be approved.

- 4 Dispensations
To report any dispensations granted by the Clerk under the agreed procedures and to consider any further requests received.
- 5 To approve the Minutes of the Meeting held on 1 June 2020
RECOMMENDED that the minutes of the meeting held on 1 June 2020 be approved as a true record and signed by the Chairman in due course.
- 6 To determine which items, if any, of the Agenda should be taken with the public excluded
RECOMMENDED that no items be considered with the press and public excluded.
- 7 Chairman's Announcements
To receive a report from the Chairman.
RECOMMENDED that the report be noted.
- 8 Leaders Report
To receive a report from the Leader.
RECOMMENDED that the report be noted.
- 9 Environmental matters
RECOMMENDED to consider any Environmental impacts relating to agenda items.
- 10 Parish Council – Items for Decision/Action/Update
(a) **Fireworks event** – To receive a report on the 2020 event including consideration of the current climate.
(b) **Grants** – To note that it has not been possible to adhere to our grants deadlines due to the current climate and to determine the arrangements for dealing with grant applications this year.
(c) **Planning application** - Codnor/Waingroves football pitch – Storage facilities – Request for Parish Council to submit application.
(d) **Tree matters** – To receive a report of a claim regarding trees on the boundary of the Jessop Street Allotments and also an update on application to Derbyshire County Council for views on the likely permission to plant trees.
(e) **Clerks appraisal** – To note this has been arranged and may be complete by the time of the meeting.
(f) **Public Toilets/ Play area and other works** – Update on consideration and arrangements for reopening of facilities and to receive a report on works undertaken to tidy the centre of the village. Also request for additional dog/litter bins & signage and Clerk to report on a review of CCTV.
(g) **Proposed Codnor-Ripley Multi-user Route** – To consider report submitted to Members.
(h) **Local Government Boundary Review** – Amber Valley Borough Council – To agree a statement for submission.
(i) **BT Phone box removals** – To note closures.
RECOMMENDED to consider the reports and pass appropriate resolutions.
- 11 Finance

- (a) Accounts for Payment
RECOMMENDED that the accounts for payment be approved.

Cheque	Payee/Description	Nett	VAT	Gross
UT BACS Ref 865367555	Viking - PPE	99.98	20.00	119.98
UT BACS Ref 281378812	Viking - Ink	35.98	7.20	43.18
UT BACS Ref 575672499	JRB Dog Bags	390.00	78.00	468.00
UT BACS Ref 390928636	HMRC	140.19	0.00	140.19
UT BACS Ref 467803304	PW Salary (May)	1078.91	0.00	1078.91
UT BACS Ref 661968556	Clerk Salary/Exps (May)	641.42	0.00	641.42
UT BACS Ref 679555512	Codnor Primary Hampers	930.00	0.00	930.00
UT BACS Ref 476656563	DCC Pension (May)	296.24	0.00	296.24
UT BACS Ref 61325764	Clerk reimbursement expenses	18.84	0.00	18.84
UT BACS Ref 438059283	Tudor – Mill Lane Car Park	90.00	0.00	90.00
UT BACS Ref 23232776	Staff Mileage Claim	40.05	0.00	40.05
UT BACS Ref 22472723	B Woodcock – Int Audit Fee	131.25	0.00	131.25
UT BACS Ref427163809	PW Salary (Jun)	1079.11	0.00	1079.11
UT BACS Ref 384264263	Clerk Salary/Exps (Jun)	717.62	0.00	717.62
UT BACS Ref 497239946	Asgard Property Services – Toilets lock repair.	45.00	0.00	45.00
UT BACS Ref 15981936	Viking – Cleaning products/bleach	41.67	8.33	50.00
UT BACS Ref 882765268	Jessop Street Allotments – Planters (Materials)	100.00	0.00	100.00
UT BACS Ref 522727214	DCC Pensions	296.24	0.00	296.24
UT BACS Ref 212036902	HMRC	139.99	0.00	139.99
UT BACS Ref 765261114	Viking – Bleach, Toilet Rolls, Supplies	70.42	14.09	84.51

- (b) Bank Reconciliation
RECOMMENDED to approve the following bank reconciliation –

Bank Reconciliation

Balance b/f at 1 April	£	140,760.44
Add total receipts	£	34,676.00
Less total payments	£	13,038.63

Balance **£ 162,397.81**

Represented by bank balances 30 June

Current	£	45,987.39
Deposit	£	6,427.06
Business Term Deposit	£	37,086.35
U Trust	£	72,997.01
Less uncashed cheques	£	100.00
	£	162,397.81

(c) Internal audit report.

RECOMMENDED to receive the internal audit report 2019/20

(d) Receipts and Payments Account 2019/20.

RECOMMENDED that the receipts and payments accounts for 2019/20 (set out below) be approved and signed by the Chairman and Clerk/RFO.

RECEIPTS AND PAYMENTS ACCOUNT

2018/19		Receipts	2019/20
£	62,317.00	Precept	£ 66,056.00
£	112.88	Interest	£ 135.94
£	1,992.85	Donations and other income	£ 1,264.80
£	-	Section 106 Donation	£ 86,000.00
£	4,999.72	VAT	£ 7,138.96
£	69,422.45		£ 160,595.70
		Payments	
£	1,770.00	Donations	£ 950.00
£	2,381.67	Clock Building	£ 1,555.04
£	24,127.80	Staff Costs	£ 27,106.31
£	1,994.87	Post/Print/Stationery/Admin	£ 1,838.85
£	342.00	Dog Bags	£ 945.00
£	54.00	Bank Charges	£ 72.00
£	210.00	Room Hire	£ 260.00
£	17,644.97	Christmas/Bonfire	£ 17,214.94
£	1,119.47	Chairs Allow./Newsletter	£ 802.00
£	1,289.32	Insurance/Audit	£ 1,682.95
£	9,342.05	Allots/Car Park/Environ/Cleaning	£ 11,792.46
£	2,560.81	Miscellaneous/Contingency	£ 2,897.66
£	439.00	Subscriptions/Training	£ 798.52
£	240.00	Childrens Group Room Hire	£ -
£	-	Section 137	£ 300.00
£	4,723.21	VAT	£ 4,260.25
£	68,239.17		£ 72,475.98
		Receipts and payments summary	
£	51,412.08	Balance b/f at 1 April	£ 52,640.72
£	69,422.45	Add total receipts	£ 160,595.70
£	68,239.17	Less total payments	£ 72,475.98
£	45.36	Add unpres cheques/adjustment	£ -
£	52,640.72	Balance at 31 March	£ 140,760.44
		Represented by bank balances 31 March	
£	5,104.60	Current	£ 11,311.39
£	6,420.64	Deposit	£ 6,427.06
£	36,956.83	Business Term Deposit	£ 37,086.35
£	4,158.65	U Trust	£ 86,036.04
£	-	Less uncashed cheques	£ 100.00
£	52,640.72		£ 140,760.44

(e) Annual Governance Statement.

RECOMMENDED that the Annual Governance Statement for 2019/20 (Section 1 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

(f) Accounting Statements

RECOMMENDED that the Accounting Statements for 2019/20 (Section 2 of the Annual Return) be approved and signed by the Chairman and Clerk/RFO.

(g) Annual Return 2019/20

RECOMMENDED that the Annual Return be now sent to the External Auditor and the prescribed notices and accounts published.

(h) Internal Auditor 2020/21

RECOMMENDED that Barrie Woodcock be appointed Internal Auditor for 2020/21.

12 Planning and Licensing

Planning and licensing applications will be reported at the meeting.

RECOMMENDED that Council note or make representations as appropriate.

13 Items for Information only

To receive a report of the Clerk.

14 Date of Next Meeting

To determine the date of the next meeting – **RECOMMENDED** that the Council returns to monthly meetings by Zoom from September 2020.