

# Middleton Parish Council

## Pride in Stone

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**A meeting of the Parish Council held  
in the Committee Room of the Village Hall, Main Street, Middleton  
on Monday 11th June 2018 at 6.30pm**

### Minutes

Non-confidential items

**3763/18 Present**

Cllr Dawn Greatorex, Cllr Rob Rawlinson, Cllr John Sedgwick, Cllr Peter Slack,  
Cllr Olwen Wilson

CCllr Irene Ratcliffe and 2 members of the public

**3764/18 To receive and accept apologies for absence**

Cllr Sandy Clark (prior engagement), Glynis Spencer (prior engagement)

**3765/18 Chair's announcements**

Cllr Dawn Greatorex welcomed members to the meeting and outlined the business for the evening.

Cllr Greatorex reported the death of Parish Council's internal auditor, Jeff Radford, and expressed condolences on behalf of the Parish Council to his family.

**3766/18 Variation of Order of Business**

It was not considered necessary to vary the order of business.

**3767/18 Declaration of Members Interests**

**(a) To enable members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.**

Cllr Peter Slack indicated he would leave the meeting room during the consideration of DDDC Planning Applications (member of DDDC Central Area Planning Committee)

Cllr Rob Rawlinson and Cllr John Sedgwick recorded a pecuniary interest in minute 3775/18 (e) (involvement with Village Pump).

**(b) To receive and approve requests for dispensation from members in which they have a Disclosable Pecuniary Interest.**

None received.

**3768/18 Items in Exclusion**

**To consider whether any items should be considered in exclusion of the public and press**

It was not considered necessary to take any items “in exclusion”.

**3769/18 Public Speaking**

**(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.**

Joan Webb said she was speaking on behalf of several residents to raise concerns about the potential effect on the visibility splay at the junction of Water Lane with Main Street when the proposed War Memorial is installed. She felt the memorial project to be a “lovely idea but in the wrong place” and suggested it be placed on the verge below the Nelson public house.

CCllr Irene Ratcliffe agreed to liaise with DCC Highways on the matter. Cllr Dawn Greatorex offered to organise a “door knock” to discuss the matter with those around the Green.

**(b) Report from and questions to County Councillor**

CCllr Irene Ratcliffe reported on matters at County including;

- DCC is to write to the Secretary of State for Health to express its concerns about the effect of the financial strains on health and social care.
- The extension to the Libraries Consultation; people are being encouraged to sign the petition
- DCC Action Grants for communities
- Concerns about the surface of the path at Middleton Road
- Concerns remain regarding the walk to school route along Middleton Road where the streetlights have been switched off.
- Many positive comments have been received about the Rise End traffic lights.

**(c) Report from and questions to District Councillor**

Cllr Peter Slack reported on matters at District including;

- A review has been undertaken on the extension of Business Rates to charities and sports facilities; they will now be eligible for small business rates relief.
- Following the retirement of Dorcas Bunton Paul Wilson has been appointed Chief Executive.

**3770/18 To approve the minutes of the Annual Meeting held Monday 14<sup>th</sup> May 2018**

**Resolved:** to approve the minutes of the Annual meeting held on Monday 14<sup>th</sup> May 2018, as a correct record.

**3771/18 To approve Clerk’s Report on action taken following the last meeting**

**Resolved:** To approve the report.

3772/18 **Correspondence; to note receipt of items for information**  
**Resolved:** To note the receipt of the following items for information;  
**Email**

Derbyshire County Council  
Mobile Library Focus Group and Library Drop in Sessions  
Derbyshire Districts Citizens Advice Bureau  
Dementia Awareness Week  
Rural Services Network  
Invitation to Rural Conference 2018  
Rural Opportunity Bulletin June 2018  
Rural Vulnerability Service Fuel Poverty, Rural Transport May 2018  
Spotlight on the Rural Health & Social Care, Rural Broadband  
Weekly News Digest 8,15, 21, 29 May 2018

3773/18 **Reports**

**(a) Environment Committee**

Cllr Rob Rawlinson reported on the success of Middleton Open Gardens and Quirky Corners over the weekend of 9-10<sup>th</sup> June 2018, circa 470 visitors were recorded and almost 40 gardens participated.

**Resolved:** That the report be received.

**(b) Middleton in Bloom**

Cllr Olwen Wilson reported preparations are underway for judging day in early July.

**Resolved:** That the report be received.

**(c) Village Green Committee**

Cllr Peter Slack reported that the borders on the Village Green have been planted up. A meeting will be held on 20<sup>th</sup> June to discuss arrangements for "Middleton Remembers".

**Resolved:** That the report be received.

**(d) Village Hall Committee**

Cllr Rob Rawlinson reported that storage arrangements were discussed at the last meeting of the Committee

**Resolved:** That the report be received.

3774/18 **Planning Applications**

**To approve responses to the following applications**

**(a) T/18/00079/TCA Fell 2no. Ash Trees (T1 and T2) to ground level at 3 Rise End Middleton By Wirksworth Derbyshire**

**Resolved:** To raise no objection to the proposal.

**(b) T/18/00082/TCA Fell 2no. Willow Trees to ground level (T1 and T3), fell 1no. Ash Tree (T2) and fell group of Sycamore Trees on top of wall (G4) at Land Between Tarmac And 6 Hillside Middleton by Wirksworth Derbyshire**

**Resolved:** To make no comment on the proposal.

**(c) T/18/00083/TCA Dismantle 1no. Sycamore Tree (T1) to up to 2m above ground level at 41 Rise End Middleton by Wirksworth Derbyshire**

**Resolved:** To raise no objection to the proposal.

3775/18 **Matters for decision**

**(a) To approve revised Asset Register**

**Resolved:** To approve the revised Asset Register at Annex A to this minute.

**(b) Middleton Remembers;**

**(i). To appoint History Researcher and confirm employment details**

**Resolved:** To defer to the next meeting of the Parish Council.

**(ii). Commemoration of the centenary of the end of World War 1; to receive update and approve the way ahead**

Members were invited to review the proposed Risk Assessment (circulated to members as part of the Supporting Document) and to pass comments/observations to Cllr Olwen Wilson.

**Resolved:** To approve the Agreement pursuant to ENTRUST Project No. 014033.992 "Middleton Remembers" and payment of £552.24 to Tarmac by way of a third-party contribution to release a grant of £5,000.

**(c) Insurance of volunteers; to receive update**

The Clerk reported receipt of a reply from the Parish Council's Insurance Broker which, for the avoidance of doubt is reproduced here:

"I am pleased to confirm that volunteers who carry out work on behalf of the Council are covered automatically under the Employers' and Public Liability Insurance sections of the policy for no additional premium. The policy definition of an employee includes such people where they carry out work for the Parish Council even though they are not considered as an employee from a PAYE/payroll perspective.

The volunteers in question will also be automatically covered under the Personal Accident section where there is a sum payable of £50,000 in the event of an accident causing death, loss or limbs or sight or permanent total disablement. A £250 weekly benefit is payable for a maximum period of 2 years should the accident prevent them from carrying out their role.

The key consideration is that the Parish Council will owe the volunteers a duty of care as they are in direct control of the work they undertake.

In order to discharge the duty of care and to reduce the likelihood of injury or damage arising we strongly recommend that risk assessments of the proposed tasks are completed in writing and kept on your records. The Parish Council should ensure they are competent to carry out the work and, for the more manual duties, have access to the correct tools as well as suitable clothing/protective equipment."

**Resolved:** That the update be received.

**(d) General Data Protection Regulation; to receive a report**

The Clerk reported that privacy notices have been updated on the website.

**Resolved:** To note the report.

**(e) Grant Application; Village Pump up to £200**

Cllr Rob Rawlinson and Cllr John Sedgwick declared the interest recorded at minute 3767/18 and withdrew from the meeting room.

**Resolved:** To approve a grant of £200.

Cllr Rob Rawlinson and Cllr John Sedgwick returned to the meeting room and rejoined the meeting.

3776/18 **Finance**

**(a) To approve Annual Return for the year ended 31<sup>st</sup> March 2018**

**(i). Annual Governance Statement**

**Resolved:** To approve the Annual Governance Statement

**(ii). Annual Accounting Statements**

**Resolved:** To approve the Annual Accounting Statements

**Resolved:** To approve the Parish Council's Annual Accounts at Annex A to this minute.

**(b) Statement of Account**

The Parish Council's account stood at £29,867.11 per statement 7 dated 17<sup>th</sup> May 2018 (copied to members). There are four items in transit; cheques, 1411, 1412, 1413 and 1415 to the value of £656.71, therefore the actual balance per the cashbook (copied to members) is £29,210.40.

**(c) Approval of payments made since last meeting**

**Resolved:** To approve the following payments;

	Cheque	Payee	Amount	VAT	Total
i.	1416	Pay May			<i>Not for publication</i>
ii.	1417	Pay May			<i>Not for publication</i>
iii.	1418	Fuel	£10.16	£2.03	£12.19

**(d) Approval of payments**

**Resolved:** To approve the following payments;

	Cheque	Payee	Amount	VAT	Total
i.	1419	DALC Training	£90.00		£90.00
ii.	1420	B Woodcock Internal Audit	£82.47		£82.47
iii.	1421	HMRC May			<i>Not for publication</i>
iv.	1422	Clerk Reimbursable Expenses	£68.70		£68.70
v.	1423	Pay May			<i>Not for publication</i>

**(e) Risk Assessment/Budget Monitoring**

**To receive budget monitoring sheets and to consider risk assessment/insurance implications for items approved this meeting**

**Resolved:** To approve budget monitoring sheets. No additional risk assessment or insurance items received.

3777/18 **Date, time and place of next meeting**

The next scheduled meeting of the Parish Council will be Monday 9<sup>th</sup> July 2018 at 6.30pm in the Committee room of the Village Hall, the closing date for agenda items is 9am Thursday 28<sup>th</sup> June 2018.

The meeting closed at 8.42pm



# Middleton Parish Council

## Assets as at 11<sup>th</sup> June 2018

Type of Asset	Description	Date Acquired	Quantity	Total
<b>Community Assets</b>	Bus Shelter (nominal value)	Pre 2002	1	£1.00
	Village Green (nominal value)	2014	1	£1.00
	Township Marker*	14/11/2016		£500.00
<b>Other Assets</b>				
	Rake	28/03/96	1	£13.28
	Litter Picker	04/06/98	1	£18.24
	Shovel	03/06/99	1	£8.25
	Grit Bin	01/11/01	1	£191.97
	Wheelbarrow (gift)	pre 2002	1	£1.00
	TDP Bench near Rise End bus stop	2017	1	£360.00
	Seat (on Playing Field)	pre 2002	1	£50.00
	Millennium Seat (Village Green)	pre 2002	1	£200.00
	Dog Waste Bins 4 No.	various	1	£352.52
	Office Paper Shredder	01/03/03	1	£35.00
	Fence Millennium Garden*	2005	1	£500
	Pergola Millennium Garden*	2005	1	£1000
	Wrought Iron Gates Millennium Garden*	2005	1	£1500
	Band Stand Millennium Garden*	2005	1	£7500
	Dog Waste Bins opposite King Street and The Burrows	12/05/08	2	£258.50
	Laminator	01/03/11	1	£33.99
	Grit bins Amberol	12/09/11	3	£267.00
	Notice Board	09/02/12	1	£996.00
	1 notice board Village Hall March 2018			£400
Disposal	<del>Mower Briggs &amp; Stratton (was £250)</del>	<del>10/09/12</del>	<del>4</del>	<del>£0</del>
Acquisition	Mower AL_CO 46.7SP-H Highline Serial Number G1051053	17/04/18	1	£281
	Wheelbarrow	01/07/13	1	£29.30
	Strimmer Harness	01/08/13	1	£30.00
	Safety Helmet and Goggles (gift)			£1.00
	Strimmer Stihl Model FS240CE, brushcutter type with handlebars, 37.7cc 2.3hp c/w mowing head	14/07/14	1	£468.00

Grit bin junction Stile Croft/Chapel Lane	01/11/14	1	£75.00
Maul Postal Scale	01/11/14	1	£40.00
Interpretation panel and supports, Main Street	01/05/14	1	£645.00
Defibrillator WELMedical IPAD SP1 The Nelson	15/04/15	1	£1295.00
Cabinet DefibSafe, External (Locked, Green, Ext Type) The Nelson	15/04/15	1	£590.00
Picnic Tables Millennium Garden	01/08/15	2	£500.00
Acer Travelmate TMP257-M i5- 4210U 8GB 500GB 15.6" Win7P	22/02/16	1	£388.35
Wireless Mouse Logitech M175	22/02/16	1	£8.45
Office 365 Home (Annual License)	12/03/18	1	£49.99
Techair Briefcase Black	22/02/16	1	£12.30
HP Printer Officejet Pro X476dw MFP	22/02/16	1	£292.93
Bench (Millennium Garden)	12/09/16	1	£342
<b>Total</b>			<b>£18734.07</b>

The "Total" column relates to purchase price excluding VAT

\*=estimated replacement cost (insurance value)



# Middleton Parish Council

## Receipts and Payments Summary Year End 31 March 2018

31<sup>st</sup> March 201731<sup>st</sup> March 2018

	<u>Receipts</u>	
£10282.00	Precept	£11,448.00
£1229.61	Miscellaneous Receipts	£7.61
£596.00	Grants Received	£2,702.50
£732.60	VAT Reimbursements	£385.29
£12840.21		£14,543.40
 <u>Payments</u> 		
£3090.40	General Administration	£2,865.33
£250	S137 Payments	£200.00
£6118.04	Staff Costs	£7,368.11
£1047.40	HMRC Payments	£1,125.80
£600.00	Grant Expenditure	£898.50
£388.10	VAT on Payments	£560.38
£11493.94		£13,018.12
£4140.32	Cashbook Balance Brought Forward	£5,606.48
£12840.21	Add Receipts	£14,543.40
£11493.94	Less Payments	£13,018.12
£100.00	Plus Petty Cash held	£100
£19.89	Plus recredit of unrepresented cheque	£0
£5606.48	Balance at 31 March	£7131.76

These cumulative funds represented by:

	Current Account	£7,031.76
	Petty Cash Imprest Account	£100.00
	<b>Total</b>	<b>£7,131.76</b>

The above statement represents fairly the financial position of the authority on 31<sup>st</sup> March 2018 and reflects its receipts and payments during the year.

# Middleton Parish Council

## Accounts for the year ended 31<sup>st</sup> March 2018

### Supporting Notes

<b>Assets</b>	<b>Value (ex VAT)</b>
<b>Parish Council Assets at 31<sup>st</sup> March 2017</b>	<b>£19,751.07</b>
<b>Assets acquired during 2017/18:</b>	
Seat at Rise End	add     £360
Notice Board, Village Hall	add     £400
<b>Assets disposed of during 2017/18</b>	
Seat on the moor (removed from register – not a Parish Council asset)	minus   £-155
Seat near Rise End bus stop (scrapped; beyond repair)	minus   £-155
Notice board, Rise End (scrapped; beyond repair)	minus   £-996
<b>Parish Council Assets at 31<sup>st</sup> March 2018</b>	<b>£19205.07</b>

See Asset Register for full details. The basis of valuation of these assets is replacement value (excludes VAT) plus additions at cost; community land is valued at nil.

#### **Leases**

At 31<sup>st</sup> March 2018 the Council had no leases in operation

#### **Borrowings**

At 31<sup>st</sup> March 2018 the Council has no loans outstanding

#### **Debts Outstanding**

At 31<sup>st</sup> March 2018 there is £560.38 VAT reimbursement from HMRC for 2017/18 outstanding to the Council. This is being claimed but has not received as of the end of the financial year.

#### **Capital Reserve**

The Council has no Capital Reserve

#### **Earmarked Reserves**

The Council has Earmarked Reserves held for the following:

BMX Circuit (DCC)	£1200
Middleton Remembers Project (Better Derbyshire Dales)	£1000

#### **Tenancies**

At 31<sup>st</sup> March 2018, the Council has one tenancy, being its lease of the Millennium Garden from Derbyshire Dales District Council at a peppercorn rent for a period expiring 29<sup>th</sup> April 2022.

**Section 137 Payments**

Section 137 of the Local Government Act 1972 enables Parish/Town Councils to spend up to £7.57 per elector for the benefit of the people in the area on activities or projects not specifically authorised by other powers. The payments were as follows:

<b>Minute</b>	<b>Payee</b>	<b>Type of Payment</b>	<b>Amount</b>
3604/17	Village Pump	Grant	£200

**Agency Work**

The Council undertook no agency work during the year

**Advertising and Publicity**

The Council undertook no paid-for advertising or publicity work during the year

**Contingent Liabilities**

The Council’s accounts for the year 2017/18 do not include provision for contingent liabilities

**Pensions**

The council made no contribution to pensions in year ending 31<sup>st</sup> March 2018

**Petty Cash System**

The Parish Council operates a petty cash, it has a float of £100 and works as an imprest account

**Amount**  
£100