

Middleton Parish Council

Supporting Document

Monday 9th July 2018 Meeting

Agenda item

Supporting notes

- 1 To receive and accept apologies for absence**
Apologies received will be given at the meeting
- 5 Items in Exclusion**
No items are recommended to be taken in exclusion
- 7 To approve the minutes of the meeting held Monday 11th June 2018**
Minutes are enclosed/attached. Paper copies will be available at the meeting.
- 8 To approve Clerk's Report on action taken following the meeting of the Parish Council held 11th June 2018**
Minute 3774/18 Planning
3 planning applications actioned as minuted 16th June 2018.
Minute 3775/18 Matters for Decision
Middleton Remembers
2 items actioned as minuted 16th June 2018.
Grant Application – Village Pump
Cheque issued 11th June 2018
Minute 3776/18 Finance
Annual Governance and Accounting Statement
Exemption Certificate and supporting documents sent to External Audit 11th June 2018 and acknowledged by PKF Littlejohn. Required documents placed on the Parish Council website and Exemption Certificate issued 11th June 2018. Paper copies placed on the notice board at the Village Hall 12th June 2018.
Five payments issued by cheque by 16th June 2018
- 9 Correspondence; to note receipt of items for information**
Derbyshire ALC - Circ 08-18 - High Court Ruling - CIL Survey - Councillor Commission 'Voice of the Councillor' workshops - Neighbourhood Planning Grants - Angling Grant Fund - Dementia Friendly Guide – Training (copied to members16/6)
Remembrance Day Silhouette Installation Grants (copied to members16/6)

Civic Voice - First World War Memorial Programme (copied to members16/6)
DDDC Annual Canvass (copied to members16/6)
Rural Services Network
Rural Opportunity Bulletin July 2018
Rural Vulnerability Service June 2018
Spotlight Rural Economy June 2018
Weekly News Digest 4,11,18, 25 June 2018

11 Matters for decision

(a) To approve revised Standing Orders

From NALC L04-18;

NALC's new model standing orders incorporate or reference the requirements of new legislation that has been introduced since the last model standing orders were published in 2013.

2018 model standing orders – what's new?

The 2018 model standing orders incorporate or reference the requirements of new legislation introduced after 2013. The relevant legislation is listed below.

1. Amendments to the Public Bodies (Admission to Meetings) Act 1960 which provides the right to report at council and committee meetings (England).
2. Amendments to the Local Government Act 1972 which permit electronic service of summons and agendas on councillors (England).
3. Amendments to the Local Government Act 1972 which require advance public notice of a council meeting to be published electronically (Wales).
4. The Smaller Authorities (Transparency Requirements) (England) Regulations 2015 which require councils in England with a gross annual income or expenditure (whichever is higher) that does not exceed £25,000 to publish certain information electronically.
5. The Local Government (Transparency Requirements) (England) Regulations 2015 which requires councils in England with a gross annual income or expenditure (whichever is the higher) that exceeds £200,000 to publish certain information electronically.
6. The Public Contracts Regulations 2015 which introduced requirements for the tendering and award of contracts (i) with an estimated value over £25,000 in England and (ii) with an estimated value which exceeds the 2 thresholds in the Public Contracts Directive which are currently £4,551,413 for a public works contract and £181,302 for a public service and public supply contract in England and Wales.
7. Utilities Contracts Regulations 2016 which introduced requirements for the tendering and award of a contract for a utility activity with an estimated value which exceeds the relevant financial thresholds, currently £363,424 for a supply, services or design contract, £4,551,413 for a works contract and £820,370 for a social and other specific services contract.
8. Changes to data protection legislation introduced by the General Data Protection Regulation (GDPR) which will come into force on 25 May 2018. The Data Protection Act 1998 is expected to be repealed and replaced by the Data Protection Act 2018 by this date.

2018 model standing orders – what else has changed?

There are a few very minor drafting improvements. In addition, relevant standing orders now encourage corporate responsibilities in relation to the provision and management of information (including personal data). Aside from model standing orders which incorporate or reference new statutory requirements, the majority of standing orders from 2013 remain unchanged."

The draft Standing Orders have been completed with the localisation from the current edition, and no other changes. A copy of the revised document is enclosed/attached.

(b) Parish Council Insurance; to approve renewal

The Parish Council's Insurance becomes due of 1st August 2018 Came & Co offer continued insurance with Ecclesiastical at a cost of £363.83

(c) Casual Vacancy; to receive update

There being no expression of interest received the Casual Vacancy has been readvertised with a closing date of Thursday 30th August 2018 and a potential co-option meeting prior to the next scheduled meeting on Monday 10th September 2018.

(d) Middleton Remembers;

- (i). To appoint History Researcher and confirm employment details
- (ii). Commemoration of the centenary of the end of World War 1; to receive update and approve the way ahead

A report will be given at the meeting.

(e) General Data Protection Regulation; to receive a report

A report will be given at the meeting.

(f) DCC Community Involvement Scheme

The following has been received from Derbyshire County Council
"Due to the success of the Snow Warden Scheme, the County Council is considering developing a Community Involvement Scheme and would be keen to hear from any town or parish councils interested in either taking part or helping to develop the scheme.

Taking part may involve:

- Identifying a Highway Warden to report defects in your local area directly to the County Council
- Sharing information about planned highway works with your local community
- Promoting resilience in your local community by assisting with flood risk management and snow events
- Undertaking low risk projects such as sign cleaning, litter picking, grass cutting and graffiti removal

The above are only initial suggestions and we are looking for ways your Council can help to improve the local area and whether there are any specific areas you would be interested in developing.

A series of focus groups to discuss the above will be arranged for later in the year and I would be grateful if you could let me know if anyone from your Council would be willing to take part.

If you would like to be involved, please can you let me have the name and contact details of your chosen representative (email /telephone number) by **18 July 2018** in order that I can make the necessary arrangements."

(g) DDDC Landscape Character and Design Supplementary Planning Document Consultation; to approve response

A copy of the draft Landscape Character and Design Supplementary Planning Document can be seen here: www.derbyshiredales.gov.uk/landscape&designspd

This was initially copied to members on 16th June 2018.

(h) Roll of Honour award; to approve publicity

Standard annual item; Roll of Honour will be awarded at the September meeting.

12 Finance

(a) Statement of Account

The Parish Council's account stood at £29353.55 per statement 8 dated 15th June 2018 (copied to members). There are six items in transit; cheques, 1416 to 1421 inclusive, to the value of £565.26, therefore the actual balance per the cashbook (copied to members) is £28,788.29.

(b) Item of Income

VAT reclaim for the year ended 31st March 2018 £560.38.

(c) Approval of payments made since last meeting

| | Cheque | Payee | Amount | VAT | Total |
|------|--------|--------------------|---------|----------------------------|---------|
| i. | 1424 | Tarmac TCLF 18/47 | £522.42 | | £522.42 |
| ii. | 1425 | Village Pump Grant | £200 | | £200 |
| iii. | 1426 | Pay June | | <i>Not for publication</i> | |
| iv. | 1427 | Pay June | | <i>Not for publication</i> | |

(d) Approval of payments

| | Cheque | Payee | Amount | VAT | Total |
|------|--------|---------------------|---------|----------------------------|---------|
| i. | 1428 | Viking; Toner/Paper | £264.41 | £52.88 | £317.29 |
| ii. | 1429 | HMRC June | | <i>Not for publication</i> | |
| iii. | 1430 | Pay June | | <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

A copy of the budget monitoring sheet is attached/enclosed.