

# CLAY CROSS PARISH COUNCIL

Minutes of Clay Cross Parish Council meeting held in the Clay Cross Parish Council office on Wednesday 1 February 2017 at 7pm

**Present:** Councillor G Morley ..... Chair  
Councillor M Holmes ..... Vice Chair

Councillor E Manbridge                      Councillor P Wainwright  
Councillor F Rodgers                      Councillor B Wright  
Councillor Ms K Rouse

**Also Present:** Dawn Kershaw, Parish Clerk

## **1690/17 Apologies for Absence**

Parish Clerk reported that Apologies for Absence had been received from Councillor D Skinner.

## **1691/17 Precept 2017/18**

Information received from Bryan Mason and Simon Peachy, North East Derbyshire District Council (circulated) regarding the Precept for 2017/18 and also confirming that the Parish Council grant funding will be reduced by £8,376.47 from £33,506.21 to £25,129.65 were noted. Parish Clerk proceed to go through the projected budgets and commented on the following:

### ***Page 2 - Parish Administration:***

**Wages:** our Accountant, John King has reviewed this budget and feels that this budget needs to be increased to make provision for the increase in the National Living Wage from April 2017 which allows a flat rate increase of 30p per hour for all staff and entry into a new mandatory work pension scheme. This budget also includes provision for staff who are already members of the DCC Pension Scheme

**Purchase of Cleaning Materials:** this budget has been reduced based on spend to December 2016

**Rates:** the Valuation Office Agency have completed the revaluation of rateable values from 1 April 2017. The bill for the Social Centre is only an estimate and as the exact amount we will pay can only be provided by the District Council, we have allowed for an additional 3% increase

**Trade Refuse:** the District Council have advised a £1 a week increase from £17.70 per week to £18.70 per week x 52 = £972.40 but the District Council have yet to be advised of County Council landfill increase so say budget of £975

**CXPC Update Magazine:** budget reduced based on cost to produce the Summer 2016 magazine

Parish Insurance: this budget increased slightly based on this years actual charge

Postage Stamps: whilst every effort has been made to distribute Working Group, Finance Sub-Committee and full Parish Council meeting minutes via email and by hand, this budget is still not enough so, it has been increased slightly based on spend to December 2016

Subs & Fees: this budget has been increased slightly based on spend to December 2016 and to allow the Administrative Assistant to join SLCC (Society of Local Council Clerks)

Clerk & Staff Training: First Aid requalification training and training for new staff needs to be done in the new year so this budget has been increased

CXPC Christmas Market: this budget has been reduced based on spend to December 2016

***Page 3 - General Expenditure:***

Provision of Entertainment: this budget has been increased based on spend to December 2016 and to reflect the cost of Parish Council entertainment already organised for 2017

Bus Shelter Maintenance: we are charged £144 per month to clean 13 shelters at various locations around the Parish plus 5 shelters in the bus station = £1,728 for cleaning alone so this budget has been increased to say £2,000

Dog Fouling Bins Purchase/Maintenance: we have 27 dog poo bins at various locations around the Parish and these are emptied by the District Council once a week at a cost of £3.38 per bin and we have been advised that this charge will increase by 1.5% (or 5p) per bin from April 2017 so for emptying alone, this budget needs to be increased to say £4,750

Purchase Bingo Tickets: this budget has been significantly reduced based on spend to December 2016

Footpath Maintenance: this budget has been reduced based on the loss of the £495 Derbyshire County Council Rights of Way Minor Maintenance Agreement grant

Allotment Maintenance/Water: due to the closure this year of the Clay Lane allotment site, it is felt that this budget can be slightly reduced

CXPC Events Catering: this budget has been increased based on spend to December 2016 and Parish Council events already organised for 2017 however, alternative arrangements are being pursued

Volunteer Travel Expenses: this budget has been reduced based on spend to December 2016

**Page 4 - Section 137 and Community Expenditure:**

Grants & Donations: this budget has been reduced based on spend to December 2016 and, following the death of Ron Butler and lack of take up, Golden Days Social Club (Clay Cross) has been closed down. This budget will still allow for donations to our existing local groups/organisations and giving a £250 surplus for any new requests

OAP TV Licence Refunds: based on spend to December 2016 and the total cost of the scheme last year 2015/16, it is felt that this budget can be reduced

OAP Party: based on spend last March, it was felt that this budget can be reduced

School Christmas Activities: this budget has been maintained so that the Parish Council can retain its £5.25 per child contribution to both Holmgate and Sharley Park

School Drinks/Snacks: this budget has been maintained so that the Parish Council can retain its £2.25 per child contribution to both Holmgate and Sharley Park

Holiday Activity Scheme: this budget has been maintained so that the Parish Council can continue to donate to Police organised activities and also consider a contribution to the cost of both Holmgate and Sharley Park providing similar activities during the summer school holidays

Hanging Baskets/Christmas Lights: these budgets have been maintained to reflect the three year fixed price contracts with both PlantScape and Blachere Illuminations (this year is the last year for both contracts)

**Page 5 - Cemetery/Street Cleaning:**

Service Provision Costs: after checking this years charges, this budget can be slightly reduced whilst still allowing for a 1% increase

Rates: the Valuation Office Agency have completed the revaluation of rateable values from 1 April 2017. The bill for the Cemetery is only an estimate and as the exact amount we will pay can only be provided by the District Council, we have allowed for an additional 3% increase

Building/Grounds Maintenance: based on spend to December 2016 this budget has been increased slightly

Cemetery Lodge Maintenance: based on spend to December 2016 this budget has been halved

Heating/Lighting: this budget has been halved based on spend to December 2016

Cemetery Lodge Rent: we have had Tenants in the Lodge since 13.12.10 and their rent has been as follows:

- Rent increased from £70 to £71.75 (2.5%) from 1.4.12
- Rent increased from £71.75 to £73.54 (2.5%) from 1.4.13
- Rent increased from £73.54 to £75.38 (2.5%) from 1.4.14

There has been NO rent increase since 2014. A 2.5% increase on rent of £75.38 per week = £77.26 per week x 52 = £4017.52 for the year. **It was agreed to recommend to the full Parish Council meeting for approval that the Cemetery Lodge rent is increased by 2.5% (or £1.88) to £77.26 per week from 5 April 2017**

***Page 6 – Town Centre Toilet Block, Playing Fields/Play Areas, Kenning Park/Meadow Farm Fishing Pond:***

Rates: the Valuation Office Agency have completed the revaluation of rateable values from 1 April 2017. The bill for the Toilet Block is only an estimate and as the exact amount we will pay can only be provided by the District Council, we have allowed for an additional 3% increase

Lighting/Water: this budget has been reduced based on spend to December 2016

Cleaning Materials: this budget has been halved based on spend to December 2016

Wages: our Accountant, John King has reviewed this budget and feels that this budget needs to be increased slightly to make provision for the increase in the National Living Wage from April 2017 which allows a flat rate increase of 30p per hour for all staff and entry into a now mandatory work pension scheme

Ground Maintenance to NEDDC: this budget has been increased by 1% based on this years actual cost of £25,545.85 plus vat

General Maintenance: £1,150 of expenditure to December 2016 is for 'one off' work at Kenning Park, £450 to repair a collapsed wall and £700 to remove the man made entrance to the Park. There is also £700 to pay out to D&P Garden Services for work to clear the brook and ground clearance work but this budget can be retained at £1,000

***Page 8 – Income:***

Hire of Social Centre: based on income to December 2016 this budget may not be met this year so it is a risk retaining it at £10,000 so it has been reduced to £7,000

Allotment Rents: this budget has been based on the Tenants we already have and the closure of the Clay Lane site

DCC Footpath Maintenance Refund: this budget has been zeroed based on the loss of the £495 Derbyshire County Council Rights of Way Minor Maintenance Agreement grant

Bank Interest: based on income to December 2016, this budget needs to be reduced as the Co-op Bank have now removed the monthly interest payment from our Capital Projects Account and interest will now only be paid twice yearly on our 14 Day and Instant Access Accounts

CXPC Christmas Market: we currently charge £5 per stall (two tables) and we are limited for space in the main hall so it was agreed that from this December a charge of £10 per stall (two tables) is made

**Resolved That:**

- 1. (a) Parish Administration Wages budget is retained at £66,000 and (b) wages are increased by a flat rate of 30p per hour for all employees from 1 April 2017**
- 2. the Social Centre Advertising & Publicity budget is reduced from £4,000 to £2,500**
- 3. the postage budget is retained at £300**
- 4. the Cenotaph Cleaning/Maintenance budget is increased to £500 and quotations are obtained to clean the cenotaph outside St Bartholomews Church, Clay Cross and the war memorial on Pilsley Road, Danesmoor**
- 5. the Cemetery Lodge rent is increased by 2.5% (or £1.88) to £77.26 per week from 5 April 2017**
- 6. all other budgets, expenditure and income contained therein are approved and accepted**
- 7. Clay Cross Parish Council funding is increased by 1.9% giving a total of £214,589.51; a Precept of £189,459.86 plus Grant funding of £25,129.65 with the Parish Council making a contribution of £2,557.49 from balances**