

## **Minutes of a meeting of Hazelwood Parish Council held in the Memorial Hall, Hazelwood on 26<sup>th</sup> May 2016 commencing at 7.00p.m.**

**Present:** Chairman: Councillor K Walker  
Councillors: Councillors J Harris, R Heath, G Wall  
**Apologies:** Councillor M Thwaites  
**Member of the public:** Michael Say

### **2016/17-1 Election of Chairman**

Cllr. Walker was elected Chairman having been proposed by Cllr. Harris and seconded by Cllr. Wall

### **2016/17-2 Variation of Order of Business**

No variation to Order of Business was deemed necessary.

### **2016/17-3 Declaration of Members Interests**

None

### **2016/17-4 Minutes of the last Meeting**

The minutes of the council meeting held on the 6th April 2016, copies of which had been passed to the councillors prior to this meeting, were taken as read, approved and signed by the Chairman for accuracy only.

### **2016/17-5 Announcements from the Chair**

None

### **2016/17-6 Chairman's Annual Report**

Cllr. Walker gave his Annual Report. **It was resolved to adopt this report**

### **2016/17-7 Standing Orders**

There were no changes proposed to the existing Standing Orders

### **2016/17-8 Dates for Regular meetings of the Council**

**It was resolved** that these would be July 28<sup>th</sup>, Sept.22<sup>nd</sup>, Nov 24<sup>th</sup>, Jan 26<sup>th</sup>, Mar 23<sup>rd</sup> and May 25<sup>th</sup>. With all meetings starting at 7.00pm

### **2016/17-9 Public Speaking**

Mr. Michael Say spoke from the floor regarding planned activity in support of the Neighbourhood Plan during the rest of the year. The plan was now in the control of AVBC for final consultation and inspection, with the referendum due in the Autumn. The NP Steering Group felt that publicity should be continued at the Summer Fete and at a planned open evening in order to keep the plan in the public consciousness. Mr. Say asked if the Parish Council would commit funding to support. The Chairman indicated that a sum of £500 was included in the Budget to support unspecified future activity. Mr Say felt that would be adequate.

### **2016/17-10 Neighbourhood Plan**

The Chairman confirmed that the final draft plan had been formally submitted to AVBC on April 29<sup>th</sup> and would now be subject to a final consultation process, an inspection by auditors and then the public referendum managed by AVBC – sometime in Autumn this year. The plan now carried material planning consideration in the AVBC planning process.

**It was resolved** that the sum of £500 previously budgeted should be made available to the Steering Group to maintain public awareness in during the above process

### **2016/17-11 Items for Exclusion**

None

## 2016/17-12 Planning applications

AVA/2016/0217 Hillside Farm

There has been no material change to the application, despite a publicity campaign by the near neighbours, however it will now go to the AVBC Planning Board on June 13<sup>th</sup> and will not be dealt with under delegated powers. The Parish Council will wait for publication of the Executive Report on June 6<sup>th</sup> before deciding its position at the Planning Board.

Cllrs. Harris and Walker met with Lubrizol management at the company on May 12<sup>th</sup>. Although the company had declined to consider withdrawing or delay the current application there were strong indications that Lubrizol is giving very serious consideration to the alternative 'South' proposal tabled by the Neighbourhood Plan Steering Group both through the preparation of building schematics and a landscaping plan. Lubrizol confirmed that the 'South' proposal was generally supported by the company and could be the basis for future expansion southward and westward to accommodate future growth. They are however mindful of historic concerns on the part of AVBC for planning acceptability in this direction. Cllrs responded that the Parish Council would be anxious to support the company in pursuit of planning solutions which reflected the aspirations of the Parish.

There was however the ongoing issue of traffic in the Hob Hill/Nether Lane area which although not entirely the fault of the company would only be exacerbated by increased headcount on the Lubrizol site. The issue will be taken up with Highways by the Parish Council who will look for the support of the company on what is a serious stand-alone issue.

AVA/2016/0496 Maize Maze

It was resolved that this should be supported by the Parish Council with comments that appropriate car park entrance regulations should be met.

AVA2016/0445 and 0360

It was resolved that these should be supported.

## 2016/17-13 Financial Matters

The accounts and the income and expenditure reports have been lodged with the new designated Internal Auditors (Butler Cook of Codnor). They will however wait for the report of Grant Thornton (current AVBC external auditors) before completing. We can expect a growing emphasis on systems issues in future audits and not simply an inspection of the numbers.

Year end Balances		HPC £2313.41		HMH £7977.17
Current balances		HPC		HMH
Payments since last meeting				
	HPC	Cleaner	300011	£270
		M Say	300068	£74.94 N Plan
		PwP	300066	£2500 N Plan
		360 design	300067	£306 N Plan
	HMH	Gas	DD	£57
		AVBC	300059	£323.71 Waste
		PC Acct	Tfr	£1500.00
		Gas	DD	£128
		D&G	DD	£49.98 CH Pump

2016/17-14 Memorial Hall recent issues

Cllr. Wall reported that during the recent let of the hall to a Brownie group for an overnight stay certain safety related matters had arisen. The absence of smoke and CO2 alarms had prompted the purchase of both by use of the booking fee which had been informally agreed by the Parish Council. The safety notices on the CH boiler had caused concern. Whilst the potential for problem is extremely remote there was a feeling in the meeting that we should have the total system reviewed and professional recommendations for action received in order to avoid future public confidence concerns. Also the security of the main hall entrance had been tested and found wanting. It is possible to access the hall despite the present security measures (albeit using extreme force). We should seek the appropriate advice for the hall doors. Also whilst wishing to operate an inclusive policy for lettings it was agreed that overnight accommodation involving minors was something we need to reconsider in the future. We do not seek to question the responsibility and commitment of the supervision in this case – it is the location and systems around the hall itself which bring concern.

2016/17-15 Parish Council and Hall insurer

**It was resolved** that we change the insurer of the Hall and Council to Zurich Insurance who offer a 3 year deal with competitive cover at a saving of over £380 per annum

2016/17-16 Permanent Clerk/ Lettings Officer

It was agreed that the search for a permanent clerk and lettings officer is becoming urgent. Avenues for outreach are through the Parish Magazine, DALC website, Parish e-mail list and the local press. A shortage of the right experience is apparent throughout the county based on the many adverts for clerks which appear regularly now. It may however be that there is an opportunity to combine the functions across two smaller councils. We would be very lucky to meet both of our needs with one individual however this should not stop us seeking the optimum solution for our needs. We will need to offer an appropriate salary package. The Chairman will prepare a suitable advert.

2016/17-17 Audit opt-out

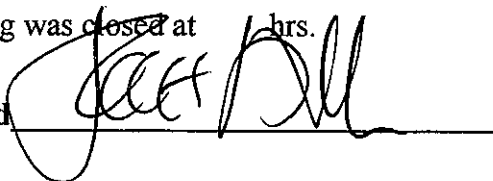
**It was resolved** to reverse the decision to opt out of the newly proposed NALC Audit/Assurance arrangements. The original advice received by the council on this issue had been somewhat misleading and had been interpreted by us as a pure cost issue. Following discussions with DALCs Chief Officer it is now understood that although we, as a small council, are less likely to be subject to External Audit (such as that in place with Grant Thornton for this year) we must maintain an external audit capability in case of challenges to our accounts and systems. The audit framework offered by NALC will be cost competitive

**Date and Time of the next meeting**

The next regular will be held in the Memorial Hall, Hazelwood, at 7.00pm on 28th July 2016

The meeting was closed at \_\_\_\_\_ hrs.

Signed



Chairman

7th June 2016

Date