

PLEASE NOTE THE VENUE AND TIME

SWANWICK PARISH COUNCIL

Clerk to the Council
76 – 80 Derby Road
Swanwick
Derbyshire DE55 1BG
Email: clerk@swanwickparishcouncil.org.uk
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6th March 2017

Dear Councillor

You are summoned to attend the **Full Council Meeting** to be held at **Meeting Rooms, rear of Baptist Church, Derby Road, Swanwick on Thursday 20th April 2017.**

The meeting will commence at approx 8.15pm on the close of the Annual Parish Meeting that starts at 7.00pm when the business set out below will be transacted.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate), both available at the meeting.

Clerk to the Council

AGENDA

1. Apologies

Members are reminded to give their apologies direct to the Clerk.

2. Variation of Order of Business

3. Declarations of Interest

Members must fill out the Declaration of Interests Forms for submission. Members are requested to declare any personal or prejudicial interest they may have in any item of the evening's business, and to explain the nature of that interest.

Where a member indicates that they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

4. Public Participation

A) Public Attendance & Speaking: Residents wishing to speak need to book in with the Clerk, preferably prior to the meeting by email/phone or immediately prior to the start of the meeting.

Whether wishing to speak or not, each member of the public is required to indicate whether or not they consent to have their name and/ or organisation recorded and published in the minutes of the meeting. Minutes are published on the Parish Council website and are available to the public under the Freedom of Information Act 2000.

At the start of the meeting a period is available for members of the public to ask questions, make representations or submit comments. This is **LIMITED TO THREE MINUTES PER PERSON** – at the sole discretion of the Chair.

B) Parish Council Members' observations will be taken alongside Reports from any Borough and County Councillors attending.

C) Police Matters

Information about the Safer Neighbourhood Team's activity in the area and an interactive crime map are available on the following web pages
www.police.uk/derbyshire/NR06/

D) Representations or Evidence from Members Declaring a Prejudicial Interest

Members indicating that they have a prejudicial interest in an agenda item and who wish to make a representation before leaving the meeting shall do so at this stage.

5. Minutes of Full Council

5.1 To receive the Minutes of the Meeting held 16th March 2017

6. Planning Matters

6.1 Planning Applications for comment: All applications can be viewed at www.ambervalley.gov.uk click on Planning and then click on Planning Applications and use the AVA reference number to search.

7. Clerk's Report

- 7.1** Newsletter - Village Matters April/May 2017
- 7.2** Land Registry Issues – Update
- 7.3** Pentrich Revolution Way Board
- 7.4** Parish Councillor Attendance
- 7.5** Limited Assurance Review of Annual Return for the Year ended 31st March 2017
 - 7.5.1** Annual Governance Statement
 - 7.5.2** Accounting Statement
 - 7.5.3** Annual Internal Audit
 - 7.5.4** Exercise of Public Rights
- 7.6** Topographical Survey
- 7.7** Outline Planning Application for development of the Village Hall Site
- 7.8** Purchase of Display Boards
- 7.9** Swanwick PC – Swanwick Allotments Association Agreement
- 7.10** Purchase of chairs for meeting room

8. Chair's Report (Report presented to APM this month)

9. Councillors' Updates

Website activity
Well Dressing 2017
Village Hall Working Group Meeting 19/04/17

10. Correspondence & Circulars (copies are available on the website)

- 10.1** Invitation to Alfreton Town Mayor's Tea 7th May 2017
- 10.2** DALC 04-2017

11. Accounts

11.1 To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
28.03.17	3664	G Soudah	Printer Ink Combo	35.48

			Tel & Broadband	30.00
			Envelopes	0.98
			Envelopes	2.70
			Mileage	5.88
			Stamps	16.50
		Reimbursement of AVBC Fee	Planning Fees (PSWRG Way Board)	192.50
31.03.17	3665	R Castledine	Wages Mth 12	1244.70
31.03.17	3666	HMRC	Tax & NI Mth 12	302.88
			Total	1831.62

11.2 To approve payments to the following:

To Whom Payable	Reason	Amount	£
		Total	0.00

11.3 Income Received:

Date	Remittance			Amount	£
07.03.17	601361	TT Rowe	Nether Close Allotment 1a rental 2017-2020	22.50	
14.03.17	601362	AE North	Nether Close Allotment 3 rental 2017-2020	45.00	
31.03.17	BACS	R Trayler	Nether Close Allotment 1b rental 2017-2020	22.50	
31.03.17	601363	SAA	Allotment Rental 1st Installment April 2017	225.00	
			Total	315.00	

12. Bank Reconciliation

Year end bank reconciliation

13. Exclusion of Press & Public

'That pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) below by reason of the confidential nature of the business to be transacted'.

14. Items for the next Agenda

Bus shelters in Swanwick

Defibrillator

Items are invited for inclusion in next month's agenda

15. Date of Next Meeting: 18th May 2017 at the Meeting Room at the rear of the Baptist Church, Derby Road.

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 16 March 2017**

Present: Cllrs Adams, Barnett, Davies, King, Payne & Soudah

Members of the Public

Members of the public listed waived their right to anonymity under the Data Protection Act

Rob Castledine

John Briggs

AVBC Cllr David Wilson (Part meeting)

M Leister

P Kilminster

V Brown

310/2017 APOLOGIES

No apologies received

Absent Cllr Dale, Cllr Briggs

311/2017 VARIATION OF ORDER OF BUSINESS

None

312/2017 DECLARATIONS OF INTEREST

None

313/2017 PUBLIC PARTICIPATION

313.1/2016 Public Speaking

Cllr David Wilson reported that additional information about planning application AVA/2014/0804 can be obtained from the Planning Officer (RG). The application is subject to consideration by National Planning Casework Unit (NPCU). Cllr Wilson reminded the meeting that only County Councillor elections were due in May 2017. No seats in AVBC were due for election. He had nothing further to report to the Parish Council. Cllr Wilson left the meeting at 7.40pm

Mr J Briggs had four items

1 He updated the meeting on the timetable for public consultation on the Amber Valley Local Plan 2016. Consultation commences on 17 March and documents are available for examination at various locations.

2 Expressed concerned about the repeated failure of AVBC to plan for the numbers of people seeking to attend the Council Meeting; again there was overwhelming public interest in the meeting held on 1st March. Mr Briggs was excluded from the public gallery but was allowed to remain in the 'vault' to hear proceedings. At 8.30pm the numbers in the public gallery reduced allowing others to enter. However the sound transmitted to the 'vault was turned off. Mr Briggs has registered a formal complaint with Amber Valley.

3 Noted the planning application to develop 'Woodland' on Derby Road was dismissed on appeal.

4 Finally, Mr Briggs asked whether the parish council were aware of a pole being erected near the bus shelter at bottom of Crays Hill (Swanwick bound); rumour has it that the shelter was being removed.

Ms M Leister raised concerns about the road traffic accident that took place the previous Thursday on Derby Road at 6.30am. The pedestrian (refuse operative) is reported to have sustained severe injuries to leg, hip, pelvis and elbow. This raised concerns about the safety on Derby Road created by inconsiderate parking and speeding vehicles. It meant that emergency vehicles could not get through the traffic to attend the injured person. Ms Leister asked that the Parish Council report the accident to the relevant authorities.

Mrs V Brown & Mrs P Kilminster commented on parking on Derby Road where vehicles park so close to road signs in the pavement that people with push chairs are forced into the road into oncoming traffic to get by.

313.2/2017 Members' Observations:

Cllr King reported that vehicles were being parked on the zig zag lines near the pedestrian lights in Derby Road Swanwick, creating blind spots for drivers.

Cllr Payne reported an incident of a taxi with 'Bolsover' taxi plate parking on the pavement on The Green obstructing access and causing a pedestrian to step into the road.

Cllr Barnett reported the vandalism to the bush shelter outside Swanwick Hall School on Derby Road (Ripley bound).

Cllr Davies reported that a constituent (SH) has commented on the increase in dog fouling on the pavements.

313.3/2017 Police & Crime Prevention

No Police representative was present. An email was received on 14 March from PCSO Plant providing information on the accident in Derby Road. Witness statements indicate that the vehicle was not travelling at speed and that the pedestrian stepped out into the road without looking or paying attention whilst doing his job.

313.4/2017 Representations or Evidence from Members Declaring a Prejudicial Interest

None

314/2017 MINUTES OF FULL COUNCIL HELD 16th February 2017 RESOLVED:

That the Minutes of Full Council held on 16th February 2017 be received as correct account of the meeting. The minutes were signed by the Chair.

315/2017 PLANNING MATTERS

315.1/2017 Planning Applications

No comments received & no Planning Applications considered

315.2/2017 Planning Decision Notices

No comments received & no Planning decision notices considered.

316/2017 CLERK'S REPORT

The Clerk's report was presented by the Chair/ Clerk.

316.1/2017 Newsletter Village Matters Feb 2017

Several favourable comments have been received about the new style newsletter.

316.2/2017 Land Registry Issues

316.2.1/2017 Shirley Road Allotments

Clerk confirmed that he made a statutory declaration on 14th March 2017 in respect of the path from the allotments to the path from The Delves.

316.2.2/2017 Nether Close Allotments

Clerk confirmed that all issues have now been resolved and PC is waiting Land Registry to confirm registration. Four of the tenants have signed new tenancy agreements and paid the new rental (including arrears).

316.2.3/2017 Brewster Memorial Gardens

The Parish Council's solicitor has been instructed to pursue the failure by Land Registry to note the memorandum in the conveyance documents.

316.3/2017 Pentrich Revolution Way Boards

It was noted that the PSWRG was awarded £66k for the Heritage Fund.

The quotation from an alternative supplier has been received. The total cost of the design, supply and fit plus planning application fees will be (£200 + £450 + £192.5 = £842.50)

RESOLVED:

To authorise the clerk to accept the lower quotation and apply for the requisite planning consents.

316.4/2017 Annual Parish Meeting 20th April 2017

Resolved:

To accept the proposed date for the Annual Parish meeting and authorise the Clerk to send out invitations.

316.5/2017 Annual Parish Council Meeting Thursday 18th May 2017

Resolved:

To accept the proposed date for the Annual Parish Council Meeting.

316.6/2017 Parish Councillor Attendance

The attention of Councillors was drawn to the provisions of S85 Local Government Act 1972.

317/2017 Chair's Report

No report this month.

318/2017 Councillors' Updates

Cllr Brenda Payne updated the meeting on Well Dressing 2017 to be held on 13th May 2017. All the stalls have been allocated and the entertainment has been booked and includes a steel band, fire engine, circus workshop, restored army vehicles and a Police Safer Neighbourhood

stall. The well dressing boards will be returned to the participating organisations on 23 March 2017. Unfortunately Swanwick Hall School will not be participating in presenting a well dressing this year.

Cllr George Soudah updated the meeting on the meeting of the Village Hall Working Party held the same evening prior to the PC Meeting. Site meeting held with DCC Highways and a statement outlining usage, numbers and access arrangements has been submitted for comment by DCC Highways Planning Development. The meeting discussed details of the draft questionnaire which will be attached to the next newsletter in April/May.

Cllr Paul Davies reported on website traffic statistics and on the need to develop greater use of social media.

319/2017 Correspondence & Circulars (copies are available on the website)

All circulars and correspondence were received & FOI reply noted.

320/2017 ACCOUNTS

320.1/2017 RESOLVED: To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
09.02.17	3654	Newleaf Ltd	Site clearance	3030.00
10.02.17	DD	UKDMO - PWLB	Loan No 504972	5077.50
14.02.17	3655	Atlantic Electric & Gas	Gas Utility Feb 2017	43.26
14.02.17	3656	R Castledine	Materials	38.85
			Locks	4.48
			Materials	2.38
20.02.17	3657	DALC	Subscription 2017-18	740.13
28.02.17	3658	R Castledine	Wages Mth11	1244.50
28.02.17	3659	HMRC	Tax & NI Mth 11	303.08
03.03.17	DD	Haven Power Ltd	Electricity Utility Mar 17	17.00
			Total	10501.18

320.2/2017 RESOLVED: To approve payments to the following:

To Whom Payable	Reason	Amount £
		0
	TOTAL	0

320.3/2017 Income Received Noted

Date	Remittance	Amount £
09.02.17	601359 AVBC Refund of Non Domestic Rates 2016-17	2,856.57
24.02.17	601360 Tamber Newsletter Sponsorship (February 2017)	150.00
23.02.17	BACS SJ Litchfield Nether Close Allotment 2b rental 2012-2020	37.50
23.02.17	BACS C Froggatt (ABDS) Newsletter Sponsorship (February 2017)	75.00
27.02.17	BACS L Gillott Nether Close Allotment 2a rental 2012-2020	37.50
	Total	3156.57

321/2017 Bank Reconciliation

322/2017 Exclusion of Press & Public

'That pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) 13 by reason of the confidential nature of the business to be transacted'.

The public were excluded at 20.45pm

The gardening contract for 2017-18 was considered as a late item and due to the commercial sensitivity of the proposal was considered under this agenda item.

Resolved:

To award the gardening contract for 2017-18 to Newleaf Landscape & Garden Services Ltd.

323/2017 WEBSITE INFORMATION ARISING FROM MEETING

None

324/2017 Items for the next agenda

None

325/2017 Date of Next Meeting: 20th April 2017 @ approx. 8.15pm (after the conclusion of the Annual Parish Meeting) at the Meeting Room at the rear of the Baptist Church, Derby Road

Meeting Closed at 20.57

Signed:

Date:

7. Clerk's Report to Swanwick Parish Council meeting 20th April 2017

7.1 Newsletter Village Matters April/May 2017

This is currently in preparation. Main feature will be to advertise the Well Dressing on Saturday 13th May 2017. There will also be a questionnaire inserted to survey residents about the facilities they would like to have within the Village Hall development.

7.2 Land Registry Issues

7.2.1 Shirley Road Allotments

Land Registry are reluctant to register the whole path from the allotments to The Delves as conveyance documents do not appear to refer to the repositioning of part of the path from the allotments to The Delves. I have made a statutory declaration to Land Registry in respect of the path to state that it has been in our control for the past 15 years.

7.2.2 Nether Close Allotments

New Tenancy Agreements have been sent to all the existing tenants. At time of writing, all five tenants have renewed the tenancy agreement for the period 2017-2020.

7.2.3 Brewster Memorial Gardens

The attempt to register the Brewster Memorial Gardens with Land Registry has thrown up an anomaly. Land Registry has not accepted Swanwick Parish Council's application to register the land as the land was already registered by AVBC as being in the ownership of the Borough Council. Previously allotment land, the land was transferred by AVBC to Swanwick Parish Council in 1990 by formal agreement in line with the transfer of certain functions to Parish Councils.

AVBC have now responded to our approach and have suggested that the anomaly arises from Land Registry failing to take note of the Memorandum, contained within the conveyance documentation that transferred the land to Swanwick Parish Council.

The Parish Council solicitor has now been instructed to pursue the matter further with Land Registry direct. No further progress to report.

7.3 Pentrich Revolution Way Board

The Parish Council has applied for Planning consent for the way board to be mounted on the wall of the Parish Council's site on Derby Road. The application was validated on 30th March 2017. Notices have been posted on the site gate. AVBC have written to residents of surrounding properties inviting comment on the proposal. The consultation runs until 27th April 2017.

I have received the initial design visuals for the panel and returned comments to the designer. Once the design has been agreed, the way board will be commissioned from a local sign writer from whom the parish have already received a quotation.

7.4 Parish Councillor Attendance

At the last meeting, under confidential items, I drew attention of Members to the provision of Section 85 of the Local Government Act 1972 - Vacation of office by failure to attend meetings.

I have to confirm that I have not received any communication from Councillor L Dale despite attempts at informal contact by Members.

There is no statutory requirement for Members to consider a proposal or resolve to terminate the holding of office by a councillor who fails to attend meetings. This is an automatic vacation of office.

It is with some regret that I have to write to Councillor Dale to confirm that she has vacated her office as councillor by failure to attend meetings for a consecutive period of six months since July 2016. I will naturally thank the councillor for the work and support she has given to the Council and point out that, as long as there are vacancies for seats on the council, that she is free to seek co-option at any time.

The Proposal

To note the vacation of office by Councillor Dale due to her failure to attend meetings for a consecutive period of six months without the prior authority of the Council.

7.5 Limited Assurance Review of Annual Return for the Year ended 31st March 2017

Swanwick Parish Council is required by The Accounts and Audit Regulations 2015 to complete the Annual return after 31st March 2017. The scale of fees for the Limited Assurance regime is set by the Audit Commission and published in 'Audit of Small Bodies – Scale of fees 2012/13-2016/17'. As a result of the purchase of the village hall site the level of income/ expenditure moves Swanwick Parish Council into the highest fee band; the fees payable, excluding VAT, will be £3,600-00.

The Proposal

To authorise the Clerk to pay the Limited Assurance review fees of £3600-00 (plus VAT).

7.5.1 Annual Governance Statement 2016-17

The Council is required to consider the internal audit work during the year and approve the Annual Governance Statement 2016-17 in advance of approving the Accounting Statement. The Annual Governance Statement is to be minuted, signed and dated by the presiding Chair and Clerk on the day of approval.

The Proposal

To approve the Annual Governance Statement for year ended 31st March 2017.

7.5.2 Accounting Statement 2016-17

The Responsible Finance Officer is required to present the certified Accounting Statement 2016-17 to a meeting of Full Council for approval. The statement is to be minuted, signed and dated by the presiding Chair on the day of approval.

The Proposal

To approve the Annual Accounting Statement for year ended 31st March 2017.

7.5.3 Annual Internal Audit

The audit process also requires the appointment of an Internal Auditor, independent of the Parish Council, to review the accounts, on the basis of an assessment of risk and carry out a selective assessment of compliance with the relevant procedures and controls expected to be in operation during the financial year ended 31st March 2017. The Internal Auditor is required to certify the Annual Return 2016-17.

The Proposal

To authorise the Clerk to appoint an Internal Auditor and to pay the appropriate fees on completion of the audit.

7.5.4 Exercise of Public Rights

The Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015 (SI 2015 No.234) set out the rights of the public to inspect the accounts. The Parish Council is required to publish the statements as approved by Members together with a declaration of the status of the accounts. The Parish Council must set the dates for the 30 working day period for the exercise of public rights to include the first 10 working days in July 2017.

The Proposal

To approve the 30 day period commencing 5th June 2017 to 14th July 2017 for the exercise of public rights

7.6 Topographical survey of Village Hall site

Two quotations were requested for the topographical survey. In order that there was no delay I have accepted the quotation from Midland Surveying & Engineering Ltd based in Blackwell, Alfreton at a price of £485.00 (plus VAT £97.00). The work has been completed. The invoice has now been received and is due for payment.

The Proposal

To authorise the payment of the invoice (£582.00) for Topographical Survey by Midland Surveying & Engineering Ltd.

7.7 Outline Planning Application for Village Hall Development

The Village Hall Working Group has worked on producing an outline planning application for the development of the site. This is only indicative of the layout and access and egress on to Derby Road. I have met with Derbyshire County Council Highways (Planning Development) to discuss access and parking requirements and am still waiting a reply at time of writing.

As a Parish Council we will be eligible for a 50% concession on the fee payable for an outline planning application.

The Proposal

- 1.1.1 To approve the submission of an outline planning application for the development of the Village Hall site and
- 1.1.2 To approve the payment of the appropriate planning application fee to AVBC.

7.8 Purchase of additional display boards

The Parish Council currently owns a table top display board which is inadequate to meet our needs over the next few years. There is a need for additional display facilities for both the well dressing and planned exhibitions of the proposed development of the village hall site. A seven panel self standing display board from Panel Warehouse with carry case and A4 literature holder has been ordered at a cost of £227.28 (plus £45.46 VAT). This was ordered and paid for online using a personal credit card.

The Proposal

To note the purchase and authorise reimbursement of £272.74 to the Chair/Clerk

7.9 SPC –SAA Tenancy Agreement

Following the review of the Tenancy agreement between Swanwick Parish Council and the Swanwick Allotments Association, a new agreement has been signed for the five year period 2017-2022.

7.10 Purchase of chairs

The second room within the office can be used for smaller meetings. There is a table, but no chairs.

The Proposal

To authorise the Clerk to purchase of chairs within a budget of £400-00.

Derbyshire Association of Local Councils



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Circular No. 04/2017

To all Member Town and Parish Councils and Parish Meetings

GENERAL CIRCULAR

In this Circular:

- **DALC Spring Seminar**
- **Local Council Award Scheme – awards in Derbyshire**
- **Section 137 increase for 2017/18**
- **Proposals to extend the remit of the Local Government Ombudsman to local (parish and town) councils**
- **Neighbourhood Planning Bill update**
- **Increases to Statutory Redundancy Pay and Unfair Dismissal Compensation**
- **Discounted copies of Arnold-Baker on Local Council Administration, Tenth Edition by Paul Clayden**
- **Legal Topic Note updates – LTN 5 and LTN80**

1. **DALC Spring Seminar – 27th April 2017, Lumb Farm, Ripley**

We are putting the finishing touches on the programme for our Seminar which will be packed full of useful information and provide superb opportunities for networking with colleagues – as well as featuring a great carvery lunch!

Topics that we will cover on the day include:

- Community policing and using the police website to source information
- Theory and practice of good communication skills
- Good practice guidelines on the recruitment and selection of staff
- Social media – the pitfalls and how to take care
- Social media – a practical case study in Derbyshire
- The national agenda – what's coming up that will affect parish councils to look out for
- Breakout session for clerks – sharing of timesaving tips/ quick wins/ good practice ideas
- Breakout session for councillors – problems and issues faced by your council and how DALC can help

If you haven't already booked your place, please get in touch – we will need to give numbers to the venue early in April.

2. Local Council Award Scheme – Awards in Derbyshire

This month Ashover Parish Council was awarded Quality status in the Local Council Award Scheme and Heanor and Loscoe Town Council have been awarded Foundation Status. This achievement recognises that the councils achieve good practice in governance, community engagement and council improvement.

The Local Council Award Scheme is a peer assessed programme that has been designed to both provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promoting and recognising councils that are at the cutting edge of the sector. It is through the sector working together to share best practice, drive up standards and supporting those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach its full potential. If your council wishes to achieve this award, further details are on our website or please contact us.

Our congratulations to both councils.

3. Section 137 increase for 2017/18

The Department of Communities and Local Government (DCLG) has informed NALC that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2017-18 is **£7.57**.

This is the amount that results from increasing the amount of 2016-17 (£7.42) by the percentage increase in the retail index between September 2015 and September 2016 (of 2.0%), in accordance with Schedule 12B to the 1972 Act.

Cllr Sue Baxter, chairman of NALC, responded: "NALC welcomes this Government move to increase the level of Section 137 expenditure. This is important considering that Section 137 enables local parish and town councils to spend a limited amount of money for purposes for which they have no other specific statutory power. This will be a great benefit in delivering vital services for communities."

4. Proposals to extend the remit of the Local Government Ombudsman to local (parish and town) councils

NALC has welcomed the Government's proposal to extend the remit of the Local Government Ombudsman to local (parish and town) councils set out in the draft Bill Public Service Ombudsman Bill.

But NALC calls on the Government to pilot arrangements with larger local councils and evaluate their success before extending to all 10,000 councils in England.

NALC recognises that the public needs swift and effective redress when they believe there has been a failure in a service. This should not only give a better deal for the citizen but also lead to better quality and value for money in the local public services delivered by the tier of government nearest to the people.

5. Neighbourhood Planning Bill update

NALC's Chairman, Cllr Sue Baxter met with Lord Bourne of Aberystwyth, DCLG's minister in the House of Lords. Issues discussed included ensuring that more planning authorities have a Community Infrastructure Levy Scheme in place and for DCLG to provide greater protection for neighbourhood plans and supporting the creation of parish councils to drive neighbourhood planning.

In response, the minister has asked us to provide him with further information:

- a) Examples where neighbourhood plans have been ignored by the planning authority or decisions taken contrary to policies set out in the Plan
- b) Instances where principal councils have been unhelpful or resistant to the creation of new councils.

Please forward any examples with relevant evidence to the DALC office.

6. Increases to Statutory Redundancy Pay and Unfair Dismissal Compensation

From 6 April 2017, the maximum amount of weekly pay for the purposes of calculating statutory redundancy pay will increase by £10 to £489. From this date, the maximum compensatory award for unfair dismissal will also increase from £78,962 to £80,541.

7. Discounted copies of Arnold-Baker on Local Council Administration, Tenth Edition by Paul Clayden.

If anyone would like a copy of the tenth edition of this 'bible' for local councils, we are able to purchase them at a discounted rate of £60 per copy (including postage) if we order at least 20 copies (they are normally £92). Please let me know if you would like a copy and hopefully we can put an order through.

8. Legal Topic Note updates – LTN 5 and LTN80

There have been updates to 2 Legal Topic Notes (available on the members areas of our website):

LTN5 Parish and Community Council Meetings

LTN80 Members' conduct and the registration and disclosure of their interests (England)

**Wendy Amis
Chief Officer**

March 2017

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TRAINING & EVENTS DIARY

Note: the new training programme for 2017/18 will be available shortly

DATE	SUBJECT	CIRCULAR REF	VENUE	COST
4 April 2017	Essential Clerk Training (10am – 12.30pm)	03/2017	Aldern House, Bakewell	Up to 3 free places for enhanced member councils/£30 per member candidate
27 April 2017 (9.15 for 9.45am – 4.00pm)	Spring Seminar	19/2016	Lumb Farm, Ripley	£45.00 per delegate