

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
www.swanwickparishcouncil.org.uk



7th November 2016

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 17th November 2016** at 7.15pm 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.

Prior to the Parish Council Meeting, there is a meeting at 6.00pm of the Village Hall Working Group.

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

An Officer in attendance may offer information or respond to questions on Police Matters.

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 20th October 2016

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.

Undetermined Planning Applications 07/11/2016

AVA/2016/1070 Illuminated Fascia Sign on side elevation of building with company name. Information sign within property boundary. Information signs within car park (5 off). Direction sign to business park on adjacent road CITY & GUILDS OF LONDON INST 4 Swanwick Court Alfreton Derbyshire DE55 7AS **A decision is anticipated by 20/Dec/16 under the Delegated Powers**

AVA/2014/0803 New Rugby Club facility including the erection of a single storey clubhouse, 3 new rugby pitches, floodlighting, associated access, car parking and hard/soft landscaping Land Lying North Of Slack Lane Riddings Alfreton Derbyshire **Please note there is a revised target determination date of 02/Dec/16 due to an extension of time agreement.**

6.2 Planning Decision Notices:

AVA/2015/0114 Land At Sleetmoor Lane Swanwick Alfreton Derbyshire Outline planning permission for residential development of up to 45 dwellings with all matters reserved other than access (This is a Departure from the Adopted Development Plan) **The application was approved on 02/Nov/16**

6.3 Neighbourhood Plan Referendum

RESULTS of SWANWICK NEIGHBOURHOOD PLAN REFERENDUM held on 20th October Electorate 4351 Votes cast 1131 Turnout 26% Rejected ballots 3 Votes counted 1128 - Yes 164 (14.54%) No 964 (85.46%)

7. Clerk's Report

- 7.1** Utility services update
- 7.2** Nether Close Allotments
- 7.3** Asset Register – report on registration of all Parish Council Land with Land Registry
- 7.4** Shirley Road Allotments – Update
- 7.5** Christmas Lights Contract
- 7.6** Non-domestic Business Rates
- 7.7** Demolition – Party Wall
- 7.8** Removal of Trees, Hedge Shrubs and weeds
- 7.9** Refurbishment of Coal tubs/ Miners cars at Butterley end of Village
- 7.10** Snow Warden Training

8. Pentrich Revolution Way Boards

At the recent meeting of the Well Dressing Group on 20th October 2016, Michael Parkin requested that this item is placed on the agenda with a view to members considering funding a way-board to mark a trail for future generations.

9. Chair's Report (No report this month)

10. Councillors' Updates

Well Dressing 2017 Meeting on 20/10/2016

Remembrance Sunday Parade & Service

Civic & Village Carol Service 12th December 7.15pm

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

11.1 DALC 16 – 2016

11.2 Invitations to Civic Services at Ripley Town Council (20/11/2016) & Somercotes Parish Council (9/12/2016)

12. Accounts

12.1 To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
11.10.16	3609	Mick Williams MKS Electrical	Survey + Disconnection	390.00
11.10.16	3610	Mary Barnett	Honorarium Qtr 3	80.00
11.10.16	3611	G Soudah	Chair's Allce 2nd Half	480.00
13.10.16	3612	Grant Thornton UK LLP	Audit Fee	400.00
13.10.16	3613	Iansprint Ltd	Newsletter Sept 2016	115.00
17.10.16	3614	Bower & Broughton Ltd	Boiler service, disconnect	260.00
31.10.16	3615	Swawick Baptist Church	Mtg Room Rent	90.00
31.10.16	3616	R Castledine	Wages Mt 7	1244.50
31.10.16	3617	HMRC	Tax & NI Mth 7	303.08
31.10.16	3618	Newleaf Ltd	Contract Payment 8	1125.00
31.10.16	3619	Royal British Legion	2 x Wreaths	40.00
03.11.16	3620	East Midlands Demolition Ltd	Demolition	9900.00
			Total	14427.58

12.2 To approve payments to the following:

To Whom Payable	Reason	Amount £
	Total	0.00

12.3 Income Received:

Date	Remittance	Amount £
	Total	0.00

13. Bank Reconciliation

14. 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'.

15. Items for the next Agenda

Items are invited for inclusion in next month's agenda

16. Date of Next Meeting: 15th December 2016 @ 7.15pm at the Meeting Room at the rear of the Baptist Church, Derby Road.

**SWANWICK PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
THURSDAY 20 October 2016**

Present: Cllrs Soudah, Adams, King, Payne

Members of the Public

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

David Hewett
Roy Purser
Rob Castledine
Marion Leister
L Hollands
PCSO Plant Derbyshire Police
AVBC Cllr David Wilson (Part meeting)

229/2016 APOLOGIES

Cllrs Briggs, Davies
Apologies were approved.

Absent Barnett, Dale

230/2016 VARIATION OF ORDER OF BUSINESS

230.1/2016 Neighbourhood Plan

RESOLVED:

Item 6.3 Neighbourhood Plan is brought forward to Public Participation in view of referendum poll, and to allow members of the public to be released early following the item.

231/2016 DECLARATIONS OF INTEREST

None

232/2016 PUBLIC PARTICIPATION

232.1/2016 Public Speaking

Cllr David Wilson Nothing further to report. Cllr Wilson left the meeting at 7.25pm

No member of the public wished to make any representations. This section was devoted to Q&A on the Neighbourhood Plan and the referendum that was taking place.

The meeting was informed that the Chair and Cllr B Payne will be attending the count at AVBC Offices later that evening.

232.2/2016 Members' Observations:

Cllr Brenda Payne raised the issue of inconsiderate parking at junction of Broadway and The Green.

232.3/2016 Police & Crime Prevention

PCSO Plant reported briefly on the meeting of the Somercotes, Swanwick and Riddings Safer Neighbourhood Team Panel that met the previous day, and reassured the meeting about the Burglary reported in the press.

PCSO Plant left the meeting at 7.40pm

232.4/2016 Representations or Evidence from Members Declaring a Prejudicial Interest

None

**233/2016 MINUTES OF FULL COUNCIL HELD 15th September 2016
RESOLVED:**

That the Minutes of Full Council held on 15th September 2016 be received as correct account of the meeting. The minutes were signed by the Chair.

234/2016 PLANNING MATTERS

234.1/2016 Planning Applications

Applications were noted. No comments received.

AVA/2014/0803 New Rugby Club facility including the erection of a single storey clubhouse, 3 new rugby pitches, floodlighting, associated access, car parking and hard/soft landscaping Land Lying North Of Slack Lane Riddings Alfreton Derbyshire

Decision to approve was taken by the Planning Board at its meeting on 17/Oct/16. Please note there is a revised target determination date of 02/Dec/16 due to an extension of time agreement.

234.2/2016 Planning Decision Notices

The decisions were noted

235/2016 CLERK'S REPORT

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

235.1/2016 Floodlight maintenance – proposals from St Andrew's Church

RESOLVED:

To revoke the resolution recorded at Minute 180.2/2016 and the Parish Council to fund the flood lighting maintenance by way of fixed annual contribution of £130.00 until 4th May 2020.

235.2/2016 Utility services update

The progress/ update was noted.

235.3/2016 Nether Close Allotments – boundary issues and proposals

The adjoining land owner is waiting for advice from his solicitor before arranging a further meeting with the Chair/Clerk.

235.4/2016 Asset Register – report on registration of all Parish Council Land with Land Registry

Registration documents have been sent by Solicitor to Land Registry.

235.5/2016 Shirley Road Allotments – Update

Update noted; further meeting with Swanwick Allotment Association will take place before further letters are sent to property owners along The Delves.

235.6/2016 Christmas Lights Contract – proposed review of current contract

A quotation has been received from the existing contractor Leisure Lites. This is the same as previous year; however no detailed condition report provided of the lights stored or the cost of repairs. This will be followed up before any contract is awarded.

235.7/2016 Non-domestic Business Rates and demolition proposal for unoccupied buildings

Demolition has commenced and will be completed by 28th October. The Valuation Officer will visit the site to re-assess the non domestic rates on the remaining property.

235.8/2016 Removal of trees, hedge shrubs and weeds

Work has commenced.

235.9/2016 Refurbishment of Coal tubs/ Miners cars at Butterley end of Village

RESOLVED

235.9.1/2016 To authorise the Chair/ Clerk to accept the quotation from Golden Valley Light Railway Association.

235.9.2/2016 To authorise the Chair/Clerk to receive quotations for the refurbishment of the coal tubs and appoint appropriate contractors to undertake the necessary works, subject to scrutiny of the quotations. The Chair/clerk is to report back to PC at the next appropriate meeting.

235.10/2016 Public Liability Claim Repudiated

Noted.

236/2016 Chair's Report

The report was received.

237/2016 Councillors' Updates

Cllr Brenda Payne updated the meeting on three planned Community events

1. Remembrance Day parade and service starting at 10.40am on 13th November 2016
2. Civic Carol Service at 7.15pm on 12th December 2016
3. Well Dressing 2017 on 13th May 2017. There was some concern expressed by the Swanwick WI at the Well Dressing 2017 WG Meeting held earlier in the evening about the theme of the Pentrich Revolution. This will be discussed further at the next meeting.

238/2016 Correspondence & Circulars (copies are available on the website)

All circulars and correspondence were received.

239/2016 ACCOUNTS

239.1/2016 RESOLVED: To approve urgent payments made to the following:

Date	Cheque	To Whom Payable	Reason	Amount £
14.09.16	3600	Severn Trent Water Ltd	New Connection fee	137.88
	3601	CANCELLED		0.00
22.09.16	3602	G Soudah	Reimbursement	166.22

01.10.16	3603	Newleaf Ltd	Contract Payment 7	1125.00
01.10.16	3604	R Castledine Mth 6		1244.50
01.10.16	3605	HMRC	Tax & NI Mth 6	302.88
01.10.16	3606	AVBC	Non-Domestic Rates	934.35
04.10.16	3607	East Midlands Environmental Services Ltd	Asbestos Survey	540.00
06.10.16	3608	MH-P (Invoice 3031)	Updating Plan F 01.12.16 to 30.11.17	588.00
			Total	5038.83

239.2/2016 RESOLVED: to approve payments to the following:

To Whom Payable	Reason	Amount	£
			0
	TOTAL		0

239.3/2016 Income Received

Date	Remittance		Amount	£
14.09.16	601356	Reimbursement fr CoE Girls School Trust (Returned Keys)		20.00
22.09.16	BACS	Swanwick PCA	September 2016 precept	54,000.00
			Total	54020.00

240/2016 Bank Reconciliation

As at 10th October 2016

Current account statement 30 th September 2016	£123,841.55
Cheques issued to 10 th October 2016	£4,900.45
Balance in account	£118,941.10

241/2016 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'.

242/2016 WEBSITE INFORMATION ARISING FROM MEETING

Update website with results of Swanwick Neighbourhood Plan Referendum

243/2016 Items for the next agenda

Pentrich Revolution Bicentennial request for financial support for way boards in Swanwick

244/2016 Date of Next Meeting: 17th November 2016 @ 7.15pm at the Meeting Room at the rear of the Baptist Church, Derby Road

Meeting Closed at 20.44

Signed:

Date:

7. Clerk's Report to Swanwick Parish Council meeting 17th November 2016

7.1 Utility services update

Electricity – There are still two meters, three phase and single phase, which are incurring standing charges. At the last meeting I reported that I have asked the supplier to remove the redundant meter. The supplier, SSE, has informed me that the total disconnection fee will be £125 + VAT. There is no advantage in disconnection as the PC will only be charged a single standing charge for the supply.

Water – without water the central heating, toilet and wash basin are not useable. The water supply to the site is through one of the stores where the stop-cock is located. This building has been demolished; the supply will be temporarily reconnected to the office following receipt of quote. At the time of writing the quotation was not available.

The Proposal

- 7.1.1 To authorise the Chair/ Clerk to contract with the plumbing contractor on receipt of satisfactory quotation.

7.2 Nether Close Allotments – boundary issues and proposals

Meetings with the new owner have resulted in agreement about the position of the boundary fence. I am waiting for copy of documentation that shows the precise measurements. These will be forwarded to the PC solicitor who will formalise the agreements and proceed with the registration of the Nether Close Allotments with Land registry.

7.3 Asset Register – report on registration of all Parish Council Land with Land Registry

Registration is on-going and subject to clarifying the boundary of the southern boundary of the Shirley Road Allotments.

7.4 Shirley Road Allotments – Update

No further developments to report. I will be consulting the Swanwick Allotment Association and then write to adjoining property owners with appropriate advice in each case.

7.5 Christmas Lights Contract – proposed review of current contract

There has been limited response from our current contractor. Information that was requested in July has not been provided. I have found alternative suppliers/ installers. As

this is late in the year, we have to accept some compromise in both the number of lights (reduced for 35 to 28) and the cost. The lights can be installed and switched on 1 & 2 December 2016.

The quotation is based on a three year rental contract:

Total for 2016 is £13,680 + VAT

Total at present for 2017 and 2018 is £8,895 + VAT per annum

At the time of writing I have not established whether some of the businesses/ churches still wish to have additional lights. These will be charged at an additional cost. The

The Proposal

7.5.1 To approve the action of the Chair/ Clerk to secure an alternative supplier.

7.5.2 To confirm the three year rental contract at the quotation price.

The lights and equipment owned by the Parish Council are currently held by the previous contractor. Arrangements have been made to hire a van and collect all the lights and equipment on 7th November. These are unlikely to be used this year. It is certain that they have not been tested and therefore not fit for use. All the lights will be stored in the office pending a decision whether they are still usable or deemed to be scrap.

7.6 Non-domestic rate demand (Business Rates)

The demolition has now been completed. However the anticipated visit from the Valuation Officer to re-assess the Non-domestic rates to be levied on the remaining building has not materialised at the time of writing this report. The next instalment of NDR is payable pending re-valuation.

7.7 Demolition – Party Wall

Two segments of the buildings have been retained. The wall to the rear of the site provides a secure boundary to the Baptist cemetery. The end wall adjacent to 86 Derby Road has also been retained as the outer shell is a party wall. A meeting was held with the landlords on 5th November to agree what action was necessary. Subject to written confirmation, the outer shell of the cottages will be retained as the boundary at a height commensurate with the attached buildings. Capping will be provided to prevent weather penetration.

The work will be undertaken when further site clearance is arranged.

7.8 Removal of trees, hedge shrubs and weeds

The work has started. I have arranged a meeting with the contractor to discuss the progress. It was anticipated that the work will be completed before the beginning of the demolition work but appears to have slowed down.

7.9 Refurbishment of Coal tubs/ Miners cars at Butterley end of Village

At the last meeting Members resolved to authorise the Chair/ Clerk to receive quotes for the work and appoint contractors to undertake the necessary works (Min 235.9.1/2016 & 235.9.2/2016).

The mine cars have been removed from site on 7th November and will be returned in approx three weeks time. The cost of the refurbishment including collection from and return to site will be £2,100 + VAT. The additional cost of sign writing will be £70-00.

The Proposal

- 7.9.1 To approve the refurbishment and transportation costs of £2100-00 + VAT and the additional sign writing cost of £70-00.

7.10 Snow Warden Training

Members authorised attendance of the Clerk and Village caretaker for Snow warden Training. Unfortunately the Clerk was unable to attend and the Village Caretaker's competence was still valid. The necessary forms & risk assessments will be returned to DCC to ensure that a supply of Salt bags will be delivered to our site at 76 -80 Derby Road.

Derbyshire Association of Local Councils



Aldern House, Baslow Road, Bakewell, Derbyshire DE45 1AE
Tel: 01629 816338
e-mails: chiefofficer@derbyshirealc.gov.uk
admin@derbyshirealc.gov.uk
www.derbyshirealc.gov.uk

Circular No. 16/2016

To all Member Town and Parish Councils and Parish Meetings

GENERAL CIRCULAR

In this Circular:

- A fond farewell to Sarita Presland and a warm welcome for Wendy Amis
- Annual Executive Meeting & AGM – 6 October 2016
- National Minimum Wage Increase
- Police & Crime Commissioner Funding for Communities
- Bright Ideas Fund
- Neighbourhood Planning update from DCLG
- Grants for Green Spaces
- Training
- Vacancy

1. A FOND FAREWELL TO SARITA PRESLAND AND A WARM WELCOME FOR WENDY AMIS

Sarita will step down as Chief Officer at the end of October and I will take up the reins after an intensive handover during October. I'm sure you will join the Association in wishing Sarita well in her new ventures. I have organised a number of sessions around the County in November to try to meet as many of you as I can. Details are in the diary dates section. It would be lovely if you could join Glen and I at these events and tell us what you want from us as we continue to provide a proactive and responsive service for all our members. I

realise these times may not be suitable for all of you but I hope many of you will be able to join us.

2. ANNUAL EXECUTIVE MEETING & AGM – 6 OCTOBER 2016

It was pleasing to note the increased attendance at Chatsworth House on 6 October, 2016 at the DALC Annual Executive Meeting and AGM and acknowledgement is given to our commercial sponsors:

Castle Associates

2commune Limited

Streetscape (Products & Services) Ltd

Without their support this would not have been possible with the constraints of our budget for this event.

3. NATIONAL MINIMUM WAGE INCREASE

A reminder that from 1st October 2016 there will be increases implemented in the National Minimum Wage hourly rates as follows:

Adult rate (21 – 24 years old) from £6.70 to the new rate of £6.95

18 – 20 years old from £5.30 to £5.55

16 and 17 years old from £3.87 to £4.00

Apprentices increases from £3.30 to £3.40

Please ensure to check the age and rates of pay of all employees affected to ensure compliance with the new rates.

4. POLICE AND CRIME COMMISSIONER FUNDING FOR COMMUNITIES

In 2016-17, Hardyal Dhindsa, the Police and Crime Commissioner for Derbyshire will share £275,000 among community safety organisations that support his Police and Crime Plan Priorities. These include:

- keeping vulnerable people safe from harm, supporting victims
- maintaining strong and effective partnership working
- tackling drugs and alcohol
- supporting those with mental health issues, and
- working with young people to break the cycle of offending and repeat victimisation
- Priorities

He has invited community groups, non-profit making organisations and third sector organisations to work with him to deliver his priorities at a local level. Large grants of between £2,501 and £25,000 will be available once during the year while smaller

grants of up to £2,500 will be allocated three times per year. For further guidance and information, please follow the link below:

<http://www.derbyshire-pcc.gov.uk/communityactiongrant>

5. BRIGHT IDEAS FUND

A new funding opportunity, the Bright Ideas Fund, opened on Friday 30 September. It aims to give community groups, including, we understand, town and parish councils, the support and tools to set up a community business.

For details on a programme of support and grants of up to £20,000 follow this link:

<http://mycommunity.org.uk/funding-options/bright-ideas-fund>

6. NEIGHBOURHOOD PLANNING UPDATE FROM DCLG

The October edition of DCLG's (Department of Communities and Local Government) Notes on Neighbourhood Planning may be of interest, please follow the link:

<https://www.gov.uk/government/publications/notes-on-neighbourhood-planning-edition-18> which includes the latest on the Bill, an update on the implementation of the Housing and Planning Act 2016 and the latest referendum statistics and a range of new tools and case studies.

7. GRANTS FOR GREEN SPACES

Below is a list of some of the key funding sources that support green spaces in the UK. Use the links to find out more information if you are looking to support your green spaces:

[Biffa Award](#): for community projects for rebuilding biodiversity, community buildings, cultural facilities and recreation.

[Big Lottery Fund – Awards for All](#): Funding for community based projects across UK.

[Big Lottery Fund – Parks for People](#): funding to revitalise historic parks and cemeteries.

[Esmee Fairburn Foundation](#): funding for alternatives that produce higher quality food in ways that are better for people, the environment and livestock.

[European Commission – LIFE Programme](#): for the environment and climate action.

[Groundwork – Tesco Bags of Help](#): Helping local community groups improve places that create havens for wildlife, offer opportunities to get people into employment, create stronger communities, and inspire children through contact with the natural world.

[Grow Wild](#): To transform a communal space by sowing and growing UK native plants.

[Growing a Greener Britain](#): Supports local communities to crowdfund their projects in green spaces.

[Heritage Lottery Fund – Parks for People](#): Historic public parks and cemeteries are valued places at the centre of local communities. The Parks for People fund aims to help people to conserve them with funding of £100,000–£5million.

[Landfill Community Fund](#): The Landfill Communities Fund (LCF) is an innovative tax credit scheme enabling operators of landfill sites to contribute money to organisations enrolled with ENTRUST as Environmental Bodies (EBs)

[National Community Land Trust](#): The national CLT (Community Land Trust) network provides advice, support and funding to establish a community land trust (CLT are local organisations set up and run by people to develop and manage homes and other community assets such as community enterprises, food growing or workspaces).

[People's Health Trust](#): Active Communities is a funding programme for community groups and not-for-profit organisations, with an income of less than £350,000 a year or an average of £350,000 over two years.

[Power to Change](#): Since May 2015, Power to Change have provided over £6m of grant funding to community led businesses that are tackling challenges in their local area, including shops, railways, farms and community centres.

[SITA Trust](#): SITA Trust provides funding for physical improvements to community leisure amenities through the Landfill Communities Fund.

[WREN](#): WREN is a company limited by guarantee and a non-profit making Environmental Body (EB) registered to fund projects which are eligible under the Landfill Communities Fund. There are four schemes available.

8. TRAINING

Law and Practice of Local Council Meetings – Thursday 23 February 2017 – Stretton Village Hall – 10am – 2.30pm to include a light buffet lunch

The course has been formulated to cover the following elements:

- Annual, ordinary and extraordinary meetings
- Voting procedures including “secret” ballot and recorded votes
- Role and responsibilities of Chairman, the Proper Officer and elected Members
- Agendas, reports and minutes
- Public/residents’ questions
- Confidential business and exclusion of public and press
- Public access to information
- Recording, filming and broadcasting meetings
- The committee system, terms of reference and delegated powers
- Advisory groups and working parties
- Transparency and Members Codes

Alan Fairchild will be the trainer on this occasion.

For Councils having the benefit of enhanced DALC membership there is no cost involved for up to 3 delegates. For member councils on the basic membership rate the cost per delegate is £25.00.

Clerk Induction Training – Aldern House, Bakewell – 24 November 2016 – 10am – 12.30pm

A further opportunity for existing clerks, new clerks or individuals wishing to become a clerk to undertake the DALC Clerk Induction Training. For Councils having the benefit of enhanced DALC membership there is no cost involved for up to 3 delegates. For member councils on the basic membership rate the cost per delegate is £25.00. For members of the general public the cost is £55.00.

Councillor Induction Training – Aldern House, Bakewell – 29 November 2016 – 10am – 12.30pm

A further Councillor Induction course covering:

- Who we are and what we do
- Parish/Town council structure and legal framework
- How the council is run and roles of the councillors, chair and clerk and council as employer
- Agenda setting, notices, summons and meetings
- Powers and Duties

- Financial Regulations and Standing Orders
- Conduct and Engagement
- Risks and Rewards

For Councils having the benefit of enhanced DALC membership there is no cost involved for up to 3 delegates. For member councils on the basic membership rate the cost per delegate is £25.00.

To reserve delegate places for any DALC training course, please contact Glen on 01629 816338 or admin@derbyshirealc.gov.uk

9. CLERK VACANCY – BONSALL PARISH COUNCIL

CLERK VACANCY – BONSALL PARISH COUNCIL

A vacancy exists for the position of Clerk to the Council, hours of work are approximately 5 hours per week.

The successful candidate should be IT literate and capable of conducting and advising the Parish Council in all its business.

A suitable qualification (such as CILCA) is desirable and training is available.

The Clerk acts as the Clerk for the Burial Ground as well as the Clerk to Bonsall Parish Council.

Bonsall Parish Council will be involved in some projects over the coming months which may require additional time to the base hours which will be paid according to the agreed scale.

Wages: pro rata the LG Scale LC1 points 18-22 currently, £8.83 - £10.10 per hour, depending on skills, knowledge and experience plus expenses and agreed allowances.

Closing date: 19th November. Interviews to take place in the week commencing the 21st November in the evening.

For further details please contact:

Catherine Rawas, Clerk to Bonsall Parish Council

Brocliffe Cottage, Uppertown, Bonsall DE4 2AW

Telephone: 01629 820947

email: bonsallclerk@googlemail.com

**Wendy Amis
Chief Officer**

November 2016

© This document remains the copyright of Derbyshire Association of Local Councils and should not be reproduced in any form without prior permission from the Association.

***“Value for money, quality & responsive service to
Member Councils”***

www.derbyshirealc.gov.uk

TRAINING & EVENTS DIARY

DATE	SUBJECT	CIRCULAR REF	VENUE
21.11.2016 (10am – 11am)	Meet the Chief Officer	16/2016	Ashbourne Town Hall, Ashbourne, Derbyshire DE6 1ES
22.11.2016 (10am – 11am)	Meet the Chief Officer	16/2016	To be agreed
24.11.2016 – (10am – 12.30pm)	Clerk Induction	16/2016	Aldern House, Bakewell
28.11.2016 – (10am – 11am)	Meet the Chief Officer	16/2016	Calver Sough Nurseries, Hassop Road, Calver, S32 3XH
29.11.2016 – (10am – 12.30pm)	Councillor Induction	16/2016	Aldern House, Bakewell
30.11.2016 – (10am – 11am)	Meet the Chief Officer	16/2016	Melbourne Hall Tea Rooms, Church Square, Melbourne, Derbyshire DE73 8EN
23 February 2017 (10am – 2.30pm)	Law & Good Practice of Local Council Meetings	16/2016	Stretton Village Hall