

To: The Chairman and Members of Heath & Holmewood Parish Council.

Dear Councilors

You are respectfully summoned to attend the meeting of Heath & Holmewood Parish Council to be held at **7pm, Wednesday 7<sup>th</sup> March 2018, at The Pavilion, Heath Road, Holmewood, Chesterfield, S42 5RB** (Any apologies please telephone on 01246 857261 or 01773 860505)

Yours sincerely,

Karen Howe  
Clerk to the Council

## Agenda

1. **To receive apologies for absence**
2. **Variation of Order of Business**
3. **Declarations of Members Interest**  
**Please note: -**
  - a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken
  - b) Where a Member indicates that they have a prejudicial interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item c) of Public Speaking.  
The Declarations of Interests will be read out from the Declaration Sheet, Members will be asked to confirm that the record is correct.
4. **Public Speaking (10 Minutes)**  
**Please note:-**
  - (a) A period of note more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter.
  - (b) If a County councilor, District Council Member or police officer is in attendance they will be given the opportunity to raise any relevant matter.
  - (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do at this stage.
5. **To confirm the parish minutes of the meeting held on the 8<sup>th</sup> November 2017 and 10<sup>th</sup> January 2018**  
**To confirm the Extra ordinary parish meeting minutes of the meeting held on 22<sup>nd</sup> November 2017**  
**To present the HS2 meeting minutes of the meeting held on 23<sup>rd</sup> January 2018**
6. **Chairman's Announcements**  
Cllr C Roberts
7. **Staffing Issues**  
Parish Warden Vacancy  
Assistant Parish Clerk update
8. **Accounts –** In the absence of the Responsible Finance Officer the Clerk will present the financial information for consideration and approval.
  1. Payment schedule, bank reconciliation and budget monitoring report.
  2. The council to consider allocating a portion of the underspend to additional parish events for 18-19 and new Christmas lighting.
  3. Grant application completed and submitted to Derbyshire County Council Leadership Scheme – HHPC community garden.
9. **Report of the Clerk**  
**Update**
  1. All website, postal and email correspondence dealt with.
  2. The pavilion approved CCTV works will commence 27<sup>th</sup> & 29<sup>th</sup> February 2018 – contractor Farmery Security
  3. The new muga lighting works will commence 19<sup>th</sup> March 2018 – contractor Abacus Lighting
  4. New sponsorship for the A6175 island has been sought, with 3 companies currently interested in sponsoring quadrants of the island.
  5. New bench seating – Queensway – this location is not suitable to site a bench; therefore, an alternative location is being sought.
  6. A request has been received from a local resident for a litter bin to be placed at Church Lane, Heath (towards the underpass). Contact with police and North East Derbyshire has taken place and hopefully working in partnership with NEDDC a bin can be sited at this location.
  7. Following numerous complaints about the on-going litter problems outside the garage on Chesterfield Road, a letter has been sent to Blakemore Retail expressing the parish councils concerns and to kindly request that the number of litter bins are increased, encourage staff to deliver a message to the customers to dispose of their litter correctly and place anti-litter

signage outside the premises. A request to sign up to Defra's voluntary code of practice to help reduce litter caused by 'food on the go' was also made.

8. The parish vehicles overdue service and annual Mot has been carried out. The renewal dates have now been added to the parish council calendar to ensure that future bookings can be made on time.

#### **Correspondence**

1. Derbyshire Police – notification of the newly appointed Inspector for the North East Section – Insp. 819 Bowns
2. North East Derbyshire District Council – District & Parish Business Meeting – Wednesday, 7<sup>th</sup> March 2018, 6pm at the District Offices, Mill Lane, Wingerworth.

#### **Items for determination**

1. Various Section 137 Grant requests, Knit & Natter Group and HHHFG Parent & toddler group
2. Annual review of the parish councils risk assessments.
3. Holmewood and Heath Healthy Futures Group takeover of the management of the Holmewood Cricket pavilion – request for the parish warden to offer assistance.
4. Parish Christmas lighting provision for 2018
5. Parish summer event – ideas for consideration – split event – Heath Village, afternoon tea – Holmewood – teddy bears picnic
6. General Data Protection Regulation provision
7. Defra's voluntary code of practice for local partnerships to help reduce litter – how the parish council could implement certain elements of the code for local businesses within the parish.
8. Policy documents – annual review

#### **10. Derbyshire Association of Local Councils**

Training and Events Diary – already circulated to members.

#### **11. Planning Matters**

**NED17/00425/FL** – S106 update

**Date of next meeting – Wednesday 11<sup>th</sup> April 2018, 7pm – The Pavilion, Heath Road, Holmewood, S42 5RB**  
**Apologies to be received by the Clerk as soon as practicable.**