

AGENDA of EYAM PARISH COUNCIL MEETING for 29th April 2019

Website at eyam-pc.org

CLERK: Stephen Mansfield Tel: 01298 83308 Email: eyamparishcouncil@gmail.com

TO: The Chairman and Members of Eyam Parish Council. Issued 23rd April, 2019

You are summoned to attend the meeting of Eyam Parish Council to be held at **7.15pm on Monday 29th April 2019** in the Mechanics Institute, Church Street, Eyam, S32 5QH for the purpose of transaction of the following business.

Signed Clerk/RFO to Eyam Parish Council.....

AGENDA

Part I – Non-confidential information

1. To receive apologies for absence and note persons present.
2. Consider requests for Variations of Order of Business.
3. To hear and make any Declarations of Members' Interests and Employee's Interests.
4. To consider requests for Dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
5. To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded (Public Bodies (Admission to Meetings) Act 1960).
6. To hear Public speaking: A period of not more than 10 minutes will be made available for members of the public to comment on any matter.
7. To report on village works.
 - Highways, etc. defects needing reporting to DCC.
 - Handyman's report.
8. To confirm the Minutes of the Parish Council meeting held on Monday 25th February 2019.
9. To discuss any matters arising from those or previous minutes.
10. Planning:
 - 10.1. To review new applications received to date;

[NP/DDD/0319/0319](#) [Undercliffe The Dale Eyam](#) Removal of existing conservatory to be replaced with single storey side extension. 28 Mar 2019

10.2. To note Planning Decisions received to date; None recieved

10.3. To advise on the previous responses to applications made by Eyam Parish Council.

11. To discuss policies and procedures.
 - 11.1 Ensure election forms are all complete and delivered to DDDC.
12. To hear Chairman's announcements:
 - 12.1 Bank account change.
13. To hear updates from the Clerk:
 - 13.1 Update on lease with DDDC for toilet block.

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13.2 Letters to Residents, Carnival committee, Sports Association, DCC etc

13.3 Road Closure Application

13.4 Costs of Clerk's Cilca Course

14. Parish Issues:

14.1 Meeting with DCC Highways.

15. To discuss Parish Council's policies/representation at other meetings.

15.1 None planned.

16. HR Matters:

16.1 Salary Review – A. Webster

17. To review and manage Finance including;

17.1. To note bank balances at 31st March 2019:

(i) Community Directplus Account balance £2,500.00

(ii) Business Select Instant Access balance £32,912.09

17.2. To authorise payment of the following Parish Council liabilities due in March 2019;

| Cheque No | Payee | Item | Amount |
|-----------|--|--|---|
| 501 | A Webster Handyman | Wages for April 2019 47 hrs Mileage 12 miles @ 45p Expenses Pension Total | £485.51 +£5.40 £6.00 -£24.28 £472.63 |
| 501 | S Mansfield Clerk | Salary for April 2019 Allowance Pension PAYE Total | £329.28 +£18.00 -£16.46 -£ 62.40 £257.21 |
| 501 | HM Revenue & Customs | PAYE & NI for February 2019 | £62.40 |
| 501 | SW Mansfield re: April 2019 Nest Pension Scheme for all employees. | S Mansfield employers contribution S Mansfield employees contribution A Webster employers contribution A Webster employees contribution Total | £9.88 £16.46 £14.57 £24.28 £65.19 |
| 501 | DM Payroll Ltd. | 2 nd half 2018/19 payroll fees | £31.50 |
| 501 | Eyam Sports Association | Donation | £1000.00 |

17.3 Accounts update

18. To agree all meeting dates for 2019/20 including May 2019 Annual Parish Meeting. Clerk proposes Monday 20th May 2019 (not 13th May as proposed in March meeting please see attached LGA rules on page 3 of this agenda).

Part II – To consider business concerning confidential information – if any.

19. To move the following resolution: *In view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.*

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Page 3 – included because next meeting is the first meeting after the election.

The Interpretation of LGA 1972 s 243 and the Date for the First Meeting of a Newly Elected Council

Once the election process is finished, the Local Government Act 1972 section 243 rules apply to deciding when the newly elected councillors take office – the fourth day after the election – and the deadline by which the annual council meeting takes place, which is fourteen days thereafter.

Section 243 works in two different ways. One is that if a day on which something is to happen falls on a Sunday or a bank holiday, you go to the next day. The other is that in working out a period of time, you omit Sundays and bank holidays. The election next year will be on 2nd May. The fourth day after that is Monday 6th, which will be a bank holiday, so you go to the next day, Tuesday 7th, for the day in which the newly elected councillors take up office. You don't omit the Sunday.

The annual council meeting has to take place on that day or within fourteen days after it. Because you are computing a period, you omit Sundays, **which means that the last day possible for the annual council meeting is Thursday 23rd May.**

There is, however, a further anomaly – you probably can't hold the annual council meeting on the fourth day after the election, despite it being defined as the first day on which you can hold it. If you have a contested election, even if you know the result on the day, and get the summons and notice of meeting out on that day, the three clear days' notice of the meeting you have to give would mean that the earliest it could take place would be 8th May.

If the election is not contested, you will know who the new members are in time to send a summons for a meeting on 7th May, but in the case of either a contested or an uncontested election, it may not be lawful to send a summons before 7th May, as the Act requires the summons to be sent to members of the council, and the newly elected members of the council will not technically be its members until 7th May.