

**Findern Parish Council**  
**Clerk: Mrs Clare Orme**  
Findern Parish Rooms, Lower Green, Findern, Derbyshire. DE65 6AD  
Tel: 0771 9599132

**MINUTES OF THE FINDERN PARISH COUNCIL MEETING HELD ON THURSDAY 11<sup>th</sup> May 2017  
AT FINDERN PARISH ROOMS COMMENCING AT 6.30PM**

**Present:**

Cllr M Goodall (in the Chair)  
Cllr R Brook, Cllr S Brook, Cllr Rose and Cllr Woodhouse

There were 5 members of the public in attendance at the meeting.

There were no County Council Representatives, District Council Representatives or Police Representatives present at the meeting.

**AGENDA**

1. **Minute Number 4083/17 - Election of the Chairperson for the year 2017/2018 and the completion of the Declaration of Acceptance of Office**

*Resolved: That Cllr Mary Goodall was elected as Chairperson to Findern Parish Council for the ensuing year. (Cllr Mary Goodall thereupon occupied the Chair)*

*Resolved: In accordance with the Local Government Act 1972 Cllr Mary Goodall read and signed the Declaration of Acceptance of Office before the Clerk.*

2. **Minute Number 4084/17 - Election of the Vice Chairperson for the year 2017/2018 and the completion of the Declaration of Acceptance of Office**

*Resolved: That Cllr Richard Brook was elected as Vice Chairperson to Findern Parish Council for the ensuing year.*

*Resolved: In accordance with the Local Government Act 1972 Cllr Richard Brook signed the Declaration of Acceptance of Office before the Clerk.*

3. **Minute Number 4085/17 - Co-option of a Councillor including the completion of the Declaration of Acceptance of Office and the Register of Members Interests.**

*Resolved: Mike Ratcliffe was co-opted onto Findern Parish Council with immediate effect.*

*Resolved: In accordance with the Local Government Act 1972 Cllr Mike Ratcliffe signed the Declaration of Acceptance of Office before the Clerk.*

4. **Minute Number 4086/17 - To receive apologies for absence**

*Resolved: Apologies were received and accepted as follows:*

- *Cllr Brown due to Annual Leave.*

5. **Minute Number 4087/17 - Variation of the Order of Business**

There were no Variations to the Order of Business.

6. **Minute Number 4088/17 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

**7. Minute Number 4089/17 - Public Speaking – (10 Minutes)**

**Minute Number 4089/17/A – Public Speaking**

There was nothing to report.

**Minute Number 4089/17/B – Police Representatives Report**

There were no Police Representatives present at the meeting and there was nothing to report.

**Minute Number 4089/17/C – County Council Representatives Report**

Cllr Ford gave his apologies.

The Chair gave congratulations to Cllr Ford for remaining as the Derbyshire County Councillor Ward Member for Findern.

It was reported that the encroaching embankment issue raised at the April 2017 Findern Parish Council Meeting, in relation to Porters Lane had been completed the day of this meeting. This has made Porters Lane wider. The overhanging hedges belong to the property on the corner, which is currently for sale, DCC are in the process of dealing with this.

**Minute Number 4089/17/D – District Council Representatives Report**

There were no District Council Representatives present at the meeting and there was nothing to report.

**8. Minute Number 4090/17 - Election of Councillors to Committees, Sub Committees, Working Parties and Representatives to other Bodies for the year 2017/2018**

**Committees, Sub Committees and Working Parties**

a) Website Working Party

***Resolved: Findern Parish Council agreed to Cllr R Brook, Cllr S Brook and Cllr Rose sitting on the Website Working Party.***

b) Hillside Playing Field Working Party

***Resolved: Findern Parish Council agreed to Cllr M Goodall and Cllr R Brook sitting on the Hillside Playing Field Working Group.***

c) Finance Committee

***Resolved: Findern Parish Council agreed that all Councillors would sit on the Finance Committee.***

**Representatives to other bodies**

a) Village Hall Committee

***Resolved: Findern Parish Council agreed to Cllr Rose representing Findern Parish Council on the Village Hall Committee.***

b) Toyota Liaison Committee

**Resolved: Findern Parish Council agreed to the Chair and Vice Chair representing Findern Parish Council on the Toyota Liaison Committee.**

c) Area Forum and Safer Neighbourhoods Committee

**Resolved: Findern Parish Council agreed to the Chair and Cllr Ratcliffe representing Findern Parish Council on the Area Forum and Safer Neighbourhoods Meetings. All other Councillors were more than welcome to attend if they wished.**

**9. Minute Number 4091/17 - Completion of the Declaration of Acceptance of Office for all other Members and any amendments to the Register of Members Interests.**

**Resolved: All other members present other than Cllr Brown took a declaration of acceptance of office before the Clerk and signed the appropriate Declaration of Acceptance of Office form held by the Clerk.**

**Resolved: The Clerk to arrange for Cllr Brown to sign her Declaration of Acceptance of Office on her return.**

**Resolved: All Members of Findern Parish Council present at the meeting agreed that the Register of Members Interests still stand as completed the previous year with no amendments.**

**10. Minute Number 4092/17 - To confirm the Minutes of the exempt and none exempt monthly Findern Parish Council Meetings held on 13<sup>th</sup> April 2017.**

**Resolved: Findern Parish Council approved that the Minutes of the Findern Parish Council Meetings held on 13<sup>th</sup> April 2017, having been circulated were approved and signed as a true record**

**11. Minute Number 4093/17 - Adoption of the Following Policies and Procedures**

- Adoption of the Findern Parish Council Code of Conduct for the year 2017/2018
- Adoption of the Financial Regulations for the year 2017/2018
- Adoption of the Findern Internal Control Policy for the Financial Year 2017/2018.
- Adoption of Findern Parish Councils Standing Orders for the year 2017/2018.
- Adoption of the Complaints Procedure for the year 2017/2018
- Adoption of the H&S Statement of Intent for the year 2017/2018
- Adoption of the Freedom of information Policy for handling requests and supporting information for the year 2017/2018
- Adoption of the Data Protection Policy for the year 2017/2018
- Adoption of the Recruitment, Selection, Equality and Diversity Policy for the year 2017/2018
- Adoption of the Information Security Policy for the year 2017/2018
- Adoption of the Internal Policy relating to the delivery of Services for the year 2017/2018
- Adoption of the Record Management Policy for the year 2017/2018
- Adoption of the Parish Council Risk Assessment system with Watson and Watson 2017/2018
- Adoption of the Zero Tolerance Policy for the year 2017/2018
- Adoption of the Protocol on Recording and Filming Parish Council Meetings for the year 2017/2018
- Adoption of the Findern Parish Council Publication Scheme for the year 2017/2018

**Resolved: Findern Parish Council approved to adopt the above policies, procedures and Risk Assessments, with the only change being the terms of reference for the Hillside Playing Field Working Party and the Website Working Party being added to the Standing Orders.**

## **12. Minute Number 4094/17 - Chairpersons Report**

### CHAIR'S ANNUAL REPORT MAY 2017

As I looked back over the past year I was again surprised by how much we have achieved. We have recognised the valuable voluntary work in the Village with the Awards Evening on the 1<sup>st</sup> July 2016.

We gave the children at Findern Primary School and Pre-school commemorative medals to mark Queen Elizabeth 11's 90<sup>th</sup> Birthday.

We purchased a new slide for King George V Playing field for the younger children.

We gave a grant to Findern PTA for their new School Library

We purchased 2 Grass Mowers for the Footpaths Group

The decision to change the use of the Parish Rooms to a Tearoom has proved to be a great asset to the Village.

The Village Pump has been refurbished and the area round planted for all seasons.

The Village Green has had a complete overhaul with new posts, chains, new benches, the trees have been trimmed and Snowdrops planted for spring next year.

King George V trees, hedges and steps have all had remedial work done and arrangements for the grass to be cut more often. The Bootcamp that is operating there 3 x a week appears to be successful.

Exciting work has started to provide the Parish Council with a greatly improved Website which should be going live fairly soon.

The Children's Play Area on Hillside Playing Field will shortly be completely replaced with grateful thanks to the group of residents who have worked hard with the Parish Council and SDDC, particularly Abby Litting and Dawn Foote who's vision started this project.

One of the main objectives of the Parish Council of the previous 2 years was to work towards a better understanding of the place of the Parish Council in the community. By engaging with the Findern Community Facebook we have been able to achieve this to an extent and correct misconceptions at source. I hope we will be able to build on this over the next year

Sadly we have had some disappointments. We were unable to purchase Stanhope Wood and Stanhope Hole, however we were able to protect the area for wildlife by gaining a blanket TPO.

We were also disappointed when we were unable to erect speed activated signs and the parking problem still remains.

3 Councillors have resigned this month, Mark, Maurice and Brian due to work commitments or health problems. They have all played a significant role and will be sadly missed.

It just leaves me to thank all the councillors, past and present for their tireless work.

Last but by no means least I wish to thank Clare for all her hard work and commitment to Findern and her help and advice to me as Chair.

***Resolved: A vote of thanks was given to the Chair for all her hard work over the previous 12 months, the Chair is doing a marvellous job.***

## **13. Minute Number 4095/17 - Hillside Playing Field project update – Working Group Meeting – Previously reported under minute number 3026/16, 3052/16, 3075/16, 4001/17, 4027/17, 4051/17, 4074/15**

The Chair explained that there had been some bad news, we had recently been informed that the Awards For All Application had not been successful. The reason for this was the fact that Findern Parish Council only had a license on the land and not a Lease Agreement. Therefore SDDC could take the license back at any time. To satisfy the application, Findern Parish Council would require a lease agreement for 5 years or longer. The Chair had spoken to Zoe Sewter at SDDC on this matter and she was speaking with their legal department to see if anything could be done.

***Resolved: Findern Parish Council agreed to cover the shortfall of the project from the £10k ring fenced in the budget providing other funding could not be obtained.***

**Resolved: It was agreed that the Clerk would contact local businesses, Toyota and the Airport to see if any further funding could be obtained towards the project.**

**Resolved: Cllr Woodhouse agreed that his company would contribute towards the cost of the play bark. The Chair to ask Richard Giles-Grant to contact Cllr Woodhouse on this matter.**

#### **14. Minute Number 4096/17 - Report of the Parish Clerk**

- a) Maypole – Previously reported under minute number 1739/15, 1757/15, 1774/15, 1894/15, 1921/16, 1937/16, 1970/16, 1995/16, 2025/16, 2097/16, 3027/16, 3053/16, 3076/16, 4002/17, 4028/17, 4052/174075/17

**Resolved: Findern Parish Council agreed to take this matter off the agenda.**

- b) Butterfly Bank – Previously reported under minute number 4075/17

The Clerk reported that Saville's, working on behalf of Highways England were looking into the legalities of the installation of a Butterfly Bank should one be installed and what, if anything would be the implications if the land was then given protection in the future. The problem at present was there was only a 3 year rolling lease agreement in place. Highways England could request the land back at any time and any work completed there may need to be put back to its original state prior to handing it back.

**Resolved: Findern Parish Council agreed that Findern Footpaths Group should ring-fence money with in their accounts should this project go ahead, just in case Highways England request the land back and it is required to be put back to its original state.**

It was thought that should the Footpaths Group fold at any time in the future, any funds they have would be passed over to the Parish Council. The Clerk said that their constitution would need to reflect this, should this be the case.

- c) Parish Room Front Door – Previously reported under minute number 4075/17

**Resolved: Cllr woodhouse agreed to obtain a price for the fitting of the door.**

**Resolved: Once a price is received Cllr Woodhouse will email this to the Clerk, the clerk will email all information to the Councillors for a decision to be made via email and ratified at the next meeting in June 2017.**

- d) Path across the Village Green – Previously reported under minute number 4075/17

**Resolved: Findern Parish Council agreed to leave the path closed and the signage in place until the Village Fete.**

- e) Purchase of a Defibrillator for Wyevale

**Resolved: Findern Parish Council agreed to purchase a defibrillator to be installed on the wall at Wyevale.**

**Resolved: Findern Parish Council agreed for Cllr Ratcliffe to look at Grant Funding for the defibrillator.**

**Resolved: Cllr woodhouse agreed that once the defibrillator was installed he would check it on a weekly basis.**

**Resolved: Once the new defibrillator is installed a training session will be set up to show people how to use it.**

- f) Purchase of cameras for ASB trouble spots

The Chair reported that there had been some activity down the lane from where she lives resulting in lots of rubbish being left behind. There had also been anti-social behaviour at the entrance to the Hillside Playing Field, the Police had been made aware of both issues. The Police were happy for CCTV to be installed providing that the landowner gives permission

**Resolved: Findern Parish Council agreed to speak with the Neighbourhood Watch Group in the first instance.**

g) Purchase of a banner for Neighbourhood Watch Group to use at the Village Fete  
**Resolved: Findern Parish Council agreed to help the group with purchasing a banner under Section 137, but they would be required to put in a receipt.**

h) Neighbourhood Watch Expenses for printing and paper  
**Resolved: Findern Parish Council agreed to help the group with their expenses under Section 137, but they would be required to put in a receipt.**

i) Cars parked on grass verge opposite EDM on a daily basis  
**Resolved: Findern Parish Council agreed that this matter should be reported to DCC Highways Department.**

j) Speeding traffic Murrays corner and again effecting residents property  
The Chair reported that last week a speeding car with a drunk driver behind the wheel had not made the bend outside Murray's Funeral Directors and had ended up in the front garden of one of the properties, making a complete mess. The Chair had spoken to a consultant in Traffic Management and talked about barriers being installed, however his advice was that installing barriers would bounce the traffic into other oncoming traffic causing further accidents. It was reported that there had now been three accidents in that area.

**Resolved: Findern Parish Council agreed to keep noting such accidents/incidents in and around the village in the hope of building up evidence for traffic calming measures.**

k) Proposal of new footpath linking Airport Way and Hillside Playing Field  
**Resolved: The Clerk to send the information received from a resident to Zoe Sewter to look into if this would be possible.**

l) Parish Room Garage alarm quote  
**Resolved: Findern Parish Council agreed for the work to go ahead at a cost of £194.82 excluding VAT.**  
**Resolved: The Clerk to confirm with Yee Group that the isolation switch will be secure by way of either a key, a key box or coded box.**

m) Parish Room Window replacement  
**Resolved: Findern Parish Council agreed for this to go ahead as soon as possible at a cost of just over £600.00.**

#### **15. Minute Number 4097/17 - Planning Matters for Decision**

a) 9/2017/0340 - 20 WEST LAWN FINDERN DERBY DERBYSHIRE DE65 6BB - THE ERECTION OF EXTENSIONS (INCLUDING PARTIAL DEMOLITION OF THE CURRENT BUILDING)

**Resolved: Findern Parish Council had no objections to the above planning application.**

b) 9/2017/0243 - 130 NADEE HEATH LANE FINDERN DERBY DERBYSHIRE DE65 6AR - THE ERECTION OF EXTENSIONS

**Resolved: Findern Parish Council had no objections to the above planning application.**

#### **16. Minute Number 4098/17 - Reports from Councillor's that have attended any other Meetings.**

a) Toyota Community Liaison Committee  
There was nothing to report.

b) Village Hall  
There was nothing to report.

c) Other meetings attended

There was nothing to report.

d) Notification of forthcoming meetings

There was nothing to report.

### **17. Minute Number 4099/17 - Finance**

***Resolved: Findern Parish Council approved the following payments with the additions of cheque number 002736 to 002741 inclusive:***

1) Items for payment

<b>CHEQUE NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
002730	G Digital Print	Replace Chq 002726	£299.00
002731	Aucuba Landscapes	Maintenance	£123.01
002732	Watson & Watson	Risk Assessment	£954.00
002733 to 002735	Salaries, Tax and NIC's		£705.60
002736	M Goodall	Flowers – Chairs Allowance	£30.00
002737	B Wood	Internal Audit 2016/2017	£81.70
002738	Devmac	Annual Domain Renewal	£24.00
002739	P D Hawker	Maintenance	£62.50
002740	Zurich Municipal	Annual Insurance renewal	£1,442.39
002741	Bee's Tea Room	Room Hire, April & May	£50.00

2) Section 1 – Annual Return - Annual Governance Statement 2016/2017 for approval

The Clerk gave her report as follows:

Section 1 - The Annual Governance Statement sets out Findern Parish Councils responsibility for ensuring that there is a sound system of Internal Control, including the preparation of the accounting statement.

Therefore Findern Parish Council Members are asked to confirm that the Annual Governance Statement for 2016/2017 fairly reflects the corporate governance arrangements in place for Findern Parish Council in relation to this matter.

Findern Parish Council Members were asked to confirm that, to the best of their knowledge, the Council's Corporate Governance arrangements as set out in Section 1 of the Annual Governance Statement for 2016/2017 were correct as follows:

The Clerk asked Findern Parish Council to either agree or disagree with the following statements:

- Box 1 – Has Findern Parish Council put in place by way of approved Financial Regulations and an Internal Control Policy, arrangements for effective financial management during the year and have they prepared their accounting statement in accordance with the Accounts and Audit Regulations.

***Resolved: Findern Parish Council agreed that they had put in place arrangements for effective financial management during the year and had prepared their Accounting Statement in accordance with the Accounts and Audit Regulations.***

- Box 2 – Has Findern Parish Council maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. Has Findern Parish Council made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.

**Resolved: Findern Parish Council agreed that they had maintained an adequate system of Internal Control, including measures to prevent and detect fraud and corruption. They also agreed that they had proper arrangements in place and accepted responsibility for safeguarding public money and resources in their charge.**

- Box 3 – Has Findern Parish Council taken all reasonable steps to assure themselves that there are no matters of actual or potential non-compliance with laws, regulations or proper practices that could have a significant financial effect on the ability of Findern Parish Council to conduct its business, or on its finances. Has Findern Parish Council only done what it has the legal power to do and has Findern Parish Council complied with proper practices in doing so.

**Resolved: Findern Parish Council agreed that they had taken all reasonable steps to assure themselves that there were no matters of actual or potential non-compliance with laws, regulations or proper practices that could have had a significant financial effect on the ability of Findern Parish Council to conduct its business, or on its finances. Findern Parish Council agreed that they had only done what they had the legal power to do and had complied with proper practices.**

- Box 4 – Has Findern Parish Council provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. Did Findern Parish Council give all persons interested, the opportunity to inspect and ask questions about Findern Parish Council's accounts.

**Resolved: Findern Parish Council agreed that they had provided proper opportunity during the year for the exercise of elector's rights in accordance with the requirements of the Accounts and Audit Regulations and they had given everyone the opportunity to inspect and ask questions about the Findern Parish Council Accounts.**

- Box 5 – Has Findern Parish Council carried out an assessment of the risks facing them and took appropriate steps to manage those risks, including the introduction of internal controls and external insurance cover where required. Has Findern Parish Council considered the financial and other risks it faces and have they dealt with them properly.

**Resolved: Findern Parish Council agreed that they had carried out an assessment of the risks facing them and had taken appropriate steps to manage those risks, this included including internal controls and external insurance cover where appropriate. Findern Parish Council agreed that they had considered the financial and other risks it may have faced and have dealt with them properly where required to do so.**

- Box 6 – Has Findern Parish Council maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. Has Findern Parish Council arranged for an internal competent auditor, independent of the financial controls and procedures, to give an objective view on whether internal controls met the needs of Findern Parish Council.

**Resolved: Findern Parish Council agreed that they had in place throughout the year, an adequate and effective system of internal audit of the accounting records and control systems. Findern Parish Council agreed that they had arranged for an internal competent auditor, independent of its financial controls and procedures, to give an objective view on whether Findern Parish Council's internal controls met the needs of the Council.**

The Clerk gave her next report as follows and asked the Parish Council to agree or disagree with her statements:

Under the Accounts and Audit Regulations, I as Findern Parish Council Clerk/RFO and Proper Officer are obliged to carry out a review of the effectiveness of its internal controls and Financial Regulations and to report the matter to Findern Parish Council.



There is also a requirement for me to conduct a review of the effectiveness of Findern Parish Council's system of Internal Audit and formally report to Findern Parish Council accordingly.

The Financial Regulations under which Findern Parish Council's internal controls operate, which were approved and adopted at the Findern Parish Council Meeting held on 25.05.2016 minute number 1742/16, are required to be reviewed by me the Clerk/RFO at least annually. As the Clerk/RFO/Proper Officer and advisor to Findern Parish Council on its financial issues, I recommend that no changes are required at this time.

***Resolved: Findern Parish Council accepted and agreed with the Clerks report that no changes were required at this time to the Findern Parish Council's Financial Regulations under which Findern Parish Council's internal controls operate.***

In relation to the effectiveness of the system of internal audit. Findern Parish Council has appointed a qualified Auditor being Ian Fraser CPFA to act as its independent internal auditor. The role of the internal auditor is to assist Findern Parish Council in fulfilling its responsibility for the prevention and detection of fraud, corruption, errors and mistakes. It is for Findern Parish Council to determine the level of internal audit required based on the internal controls in place which were approved and adopted at the Findern Parish Council Meeting held on 25.05.2016 minute number 1742/16. Currently the internal auditor undertakes an internal audit after the end of the financial year. Amongst other things he reviews the internal controls and ensures that Findern Parish Council has complied with its own Financial Regulations. As Clerk/ RFO and Proper Officer I provide quarterly bank reconciliation to the Internal Auditor together with copies of bank statements. All payments are approved by Findern Parish Council and all invoices are available for inspection by the Council at their meetings. Cheques are signed by 2 members of the Parish Council and countersigned by the Clerk/RFO. The internal auditor produces a written report for the Council after the internal audit and highlights any deficiencies in the internal controls, or provides a clean bill of health.

As your Clerk/RFO and Proper Officer I am happy with these arrangements and would not wish to change them as it provides both Findern Parish Council and myself with an element of security. I am therefore satisfied with the effectiveness of Findern Parish Council's system of Internal Audit.

The Council considered the report by the Clerk/RFO regarding the obligations of the Council relating to the Financial Regulations and the effectiveness of the Internal Audit.

***Resolved: That the comments of the Clerk/RFO and Proper Officer are approved and the Council, having reviewed the effectiveness of the system of Internal Audit, approved the current arrangements.***

- Box 7 – Has Findern Parish Council took appropriate actions where required on all matters raised in reports from the internal and external audit and responded to any matters brought to its attention by the internal and external audit where applicable.

***Resolved: Findern Parish Council agreed that they had taken appropriate actions where required on all matters in reports from the Internal and External Auditors and had responded to any matters brought to their attention.***

- Box 8 – Has Findern Parish Council considered any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, which may have had a financial impact on Findern Parish Council, and, where appropriate have included them in the accounting statement. Has Findern Parish Council disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

***Resolved: Findern Parish Council agreed that they had considered where relevant any litigation, liabilities or commitments, events or transactions occurring either during or after year end, which may have had a financial impact and where appropriate have included them in the accounting statement. Findern Parish Council agreed that they had disclosed***

**everything that they should have in relation to their business activity during the year and anything taking place after the year end where relevant.**

- Box 9 – Has Findern Parish Council discharged their accountability responsibilities for the funds or assets including financial reporting and if required, independent examination or audit for any trust funds including charitable.

**Resolved: Findern Parish Council agreed that this section was not applicable as they were not Sole Managing Trustees of any Trust Funds or Registered Charities.**

3) Asset Register 2016/2017 for approval

The Clerk explained that the Asset Register had reduced by £44,000.00, due to the fact that the land owned by Highways England was not a Findern Parish Council Asset. The land was leased and could be taken back at any time if Highway England wished.

**Resolved: Findern Parish Council approved the Asset Register as at 31.03.2017 with no amendments.**

4) Land and Building Register 2016/2017 for approval

**Resolved: Findern Parish Council approved the final version of the Land and Building Register for 2016/2017 with no amendments.**

5) Councillor Responsibility information 2016/2017 for approval

**Resolved: Findern Parish Council approved the final version of the Councillor Responsibility Information for 2016/2017 with the addition of Cllr Ratcliffe.**

6) Internal Audited Year End Accounts for approval from 01.04.2016 to 31.03.2017

Current Account	5,984.07
Reserve Account	64,982.10
Less unrepresented chq's	<u>(3,048.93)</u>
<b>TOTAL</b>	<b><u>67,917.24</u></b>

**Resolved: Findern Parish Council approved the Year End Accounts, Bank Reconciliation as above and all other supporting paperwork as provided by the Clerk including a complete copy of the cash book.**

**Other Income for approval as at 31.03.2017**

**Resolved: Findern Parish Council approved the following income:**

Date	Receipt Number	Description	Amount
03.02.2017	010	SDDC - CONCURRENT EXPENSES	7,123.29
07.03.2017	011	Elliot Mather LLP - Payment on account refund	200.00
13.03.2017	012	DCC - COMMUNITY GRANT HILLSIDE PLAYING FIELD	1,000.00
28.12.2016	R011	WOODGROW HORTICULTURE LTD - RENT	1,750.00
30.12.2016	R012	NAT WEST - BANK INTEREST	0.44

31.01.2017	R013	BEEES TEA ROOM - RENT	333.33
31.01.2017	R014	NAT WEST - BANK INTEREST	0.48
13.02.2017	R015	TESCO BAGS OF HELP GRANT – HILLSIDE PLAYING FIELD	7,500.00
28.02.2017	R016	NAT WEST - BANK INTEREST	0.45
01.03.2017	R017	BEEES TEA ROOM - RENT	333.33
27.03.2017	R019	WOODGROW HORTICULTURE LTD - RENT	1,750.00
27.03.2017	R020	NAT WEST - BANK INTEREST	0.54
31.03.2017	R021	BEEES TEA ROOM - RENT	333.33

**Other Expenditure for approval as at 31.03.2017 and approval to continue with the Direct Debit**

***Resolved: Findern Parish Council approved the following payments and confirmed that the Direct Debit Payment remain in place.***

Date	Voucher Number		Description	Amount
09.01.2017	186	DD	EON ELECTRICITY ON THE GREEN	£ 15.08
15.02.2017	187	DD	EON ELECTRICITY ON THE GREEN	£ 15.36
27.02.2017	188	DD	EON ELECTRICITY ON THE GREEN	£ 13.31

7) Section 2 – Annual Return – Accounting Statement 2016/2017

***Resolved: Findern Parish Council certified that the year ended 31.03.2017, the accounting statement in the Annual Return, presented fairly the financial position of the authority and its income and expenditure.***

8) Approval of the Internal Auditors Report and any recommendations

***Resolved: Findern Parish Council approved the Internal Auditors Report 2016/2017, there were no recommendations made.***

**18. Minute Number 5000/17 - Items for Information**

***Resolved: Findern Parish Council noted the following information:***

- SDDC – Press release – Use the window of your imagination at heritage event
- SDDC – Press release – Get out and active for some Easter fun
- SLCC – Make sure your Council is compliant in 2017 and beyond information

- d) SDDC – Press release – Go wild this Easter and beyond
- e) SDDC – Press release – Council doing its bit to protect the humble hedgehog
- f) SDDC – Press release – Fun day with a serious side at historic South Derbyshire venue
- g) Get Active in the Forest – Bird Walk Saturday 10.06.2017 at 10am at Rosliston Forestry Centre
- h) Get Active in the Forest – Butterfly Walk Sunday 02.07.2017 at 2pm at Rosliston Forestry Centre

**19. Minute Number 5001/17 - Derbyshire Association of Local Councils**

***Resolved: Findern Parish Council noted the following information:***

***A) DALC circular 05/2017***

- New DCLG guidance on Transparency funding for authorities with a turnover of over £25,000
- National Living Wage New Rates from 1 April 2017
- Updated Legal Topic Notes
- New Governance & Accountability Guide published
- Proposed new NALC model Contract - Information
- Vacancies on the DALC Executive Committee
- Arnold-Baker on Local Council Administration 10<sup>th</sup> Edition
- Training & Events

**20. Minute Number 5002/17 - To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.**

***Resolved: In view of the confidential nature of the business to be transacted, it was advisable in the public interest, that the press and public be temporarily excluded and were instructed to withdraw from the meeting.***

**21. Minute Number 5003/17 - Website Update – Previously reported under minute number 4016/17, 4041/17, 4065/17**

There was nothing to report.

**22. Minute Number 5004/17 - Date of the next meeting**

***Resolved: The next meetings of Findern Parish Council were confirmed as follows:***

- ***Exempt part of the meeting on 8<sup>th</sup> June 2017, at Bee’s Tea Room, commencing at 6.15pm.***
- ***Non Exempt part of the meeting on 8<sup>th</sup> June 2017, at Bee’s Tea Room, commencing at 7pm***

***Signed.....Dated.....***