

**MINUTES OF THE ORDINARY MEETING OF
STAVELEY TOWN COUNCIL**

Held on Tuesday, 10th February 2015

Commencing at 6.00 p.m.

In Room 1, The Speedwell Rooms, Inkersall Road, Staveley

Present: -

Councillor A. Hill – (Chair)
Councillor J. Bacon – (Vice-Chair)

Councillor S. Bagshaw	Councillor H. Elliott
Councillor J. Barnett	Councillor C. Ludlow
Councillor O. Cauldwell	Councillor K. Ludlow
Councillor D. Collins	Councillor E. Tidd
Councillor B. Dyke	

In attendance: Paul Harris – Acting Town Clerk and Financial Officer
Members of the Public

		ACTION
	<p><u>PART I – NON CONFIDENTIAL INFORMATION</u></p> <p>The Chair informed members and public that in case of fire the fire meeting point was now at the far end of the car park.</p>	
739/14	<p>APOLOGIES FOR ABSENCE Apologies for absence were received from</p> <p>Councillor L. Collins Councillor P. Hill – family commitments Councillor V. Lang – holiday Councillor D. Parsons – work commitments Councillor J. McManus – illness Councillor J. Williams - illness</p>	
740/14	<p>COUNCILLORS NOT PRESENT There were no Councillors not present.</p>	

741/14	<p>CHAIR'S ANNOUNCEMENTS</p> <p>The Chair informed members and public that Staveley Town Council had moved offices onto 26 High Street. It was hoped there would be an open day in the foreseeable future probably Eastertime, once everything was up and running to let public know the role of Staveley Town Council. He informed members and public that the floor in the Speedwell Rooms had been refurbished.</p> <p>The Chair asked any other members if they had any announcements.</p> <p>Councillor D. Collins informed members and the public that the new elected member from the by-election result at Brimington, as it affected Hollingwood residents was Trish Gilby.</p>	
742/14	<p>CORRESPONDENCE</p> <p>No correspondence had been received.</p>	
743/14	<p>VARIATIONS OF ORDER OF BUSINESS</p> <p>There was no variation of business requested.</p>	
744/14	<p>TO DETERMINE WHICH ITEMS IF ANY FROM PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED</p> <p>None required.</p>	
745/14	<p>DECLARATION OF MEMBERS' OR OFFICERS' INTERESTS</p> <p>a) There were no Declarations of Members' or Officers Interests.</p> <p>b) No requests for dispensations were received.</p>	
746/14	<p>PRESENTATIONS.</p> <p>It was decided that Presentations should be taken off future Agenda of Staveley Town Council Ordinary Meeting as all presentations would be held as part of the The Arts and Crafts Presentation Evening in July, apart from presentations of Section 137 grant cheques.</p>	
747/14	<p>PUBLIC SPEAKING</p> <p>The Chair invited questions from the public.</p> <p>John Morehen spoke on behalf of Staveley Seniors. He informed members and the public that the last meeting of Staveley Seniors had been cancelled due to inclement weather. He informed the meeting that the Elderly Seniors</p>	

Committee were being given the chance of a visit by the Armed Response Unit of the Police. Sgt. C. McNulty mentioned that it may be able to happen sometime in the future as the request had been received by the Police.

John Morehen asked the Committee whether the agreement had been found regarding the installation of the Friends of Pools Brook County Park Christmas illumination. He believed there was a socket on a lighting column for this purpose.

The Chair informed John Morehen that no such agreement or minute had been found.

The Acting Town Clerk informed the meeting that the lighting unit had been found but had not been tested and there appeared to be no physical damage to it.

John Morehen asked if the illumination could be kept in storage till the next switch on and Friends of Pools Brook Country Park would put in a proposal to have the light erected as part of the Christmas lights.

Councillor C. Ludlow informed members and the public that a meeting was proposed to be held with Civic Pride the Contractor who puts up the Christmas lights. If the Friends of Poolsbrook Country Park illumination needed any repairs, he would be asked for a quote.

Marion Gerrard had passed a master plan around and informed members and public that surveys had been undertaken on King George V Park and would keep everyone updated on funding and progress. A future meeting would be held at the Fire Station at 6.30 p.m. on the 3rd March.

Members were impressed with the plans.

The Chair offered Friends of King George V use of The Speedwell Rooms for future meetings and Marion informed members that meetings were normally held the first Tuesday of every month, and was grateful for the offer.

The Chair thanked the public and closed the public session

b) Community Safety (Police, Fire and Ambulance Community Safety Partnership)

Sgt. C. McNulty informed members of crime figures within the Staveley area. Anti Social behaviour incidents had risen in Hollingwood and Inkersall compared to last year, but the other areas in Staveley figures had decreased. Problems were being noted at the moment with youngsters from Danesmoor. He informed members that something was happening on social media and youngsters were coming from the other side of Chesterfield to Staveley, and an upturn in criminal damages had been noticed over the past year. These

	<p>youngsters have been damaging cars and shop windows, officers were placed in Staveley Town Centre at the weekend and arrests had been made and a dispersal order put in place for 48 hours, but since then further damage had been caused. He asked members if anyone had any information regarding the youngsters and why this was occurring and to let him know.</p> <p>He informed members that there would be a court result from Nottingham Crown Court placed in the Derbyshire Times and the person who had committed the offences was in prison. Social media should be left alone regarding this, as it was an emotive subject he did not want the victims to suffer any further.</p> <p>Councillor H. Elliott said she would ask around Inkersall to try and find out who the youngsters were causing the damage. Councillor C. McNulty informed members that schools had been approached regarding this, but as yet had not received any feedback.</p> <p>The Chair thanked Sgt. McNulty for the extra patrols which had been put in at Duckmanton.</p> <p>Councillor B. Dyke asked whether the vandalism was linked to spates at Newbold and Loundsley Green, and whether it had moved on from that area into Staveley. He informed members and the public that one of the areas these youngsters tended to go was the Remembrance Gardens.</p> <p>Sgt. C. Mcinulty said he would look into that.</p> <p>Councillor C. Ludlow asked the age group of the youngsters involved.</p> <p>Sgt. Mcinulty replied they were around the age of 12. He said anti social dispersal orders would be used.</p> <p>John Morehen asked about the Bayonet in the Gardens of Remembrance and questioned whether it was World War II and not World War I? Councillor K. Ludlow informed John Morehen it was the correct bayonet.</p> <p>There were no further questions from the public and the Chair thanked Sgt. C. McNulty for his report, and closed the Public Session</p>	
748/14	<p>CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF STAVELEY TOWN COUNCIL HELD ON TUESDAY, 13th JANUARY 2015. It was RESOLVED that the Minutes of the Ordinary Meeting of Staveley Town Council held on Tuesday 13th January 2015 be approved as a true record.</p>	
749/14	<p>MATTERS ARISING FROM THE MINUTES OF THE ORDINARY MEETING</p>	

	<p>OF STAVELEY TOWN COUNCIL HELD ON TUESDAY, 13th JANUARY 2015 There were no matters arising.</p>	
750/14	<p>CONFIRMATION OF THE MINUTES OF THE POLICY, PUBLICITY AND FINANCE COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 27TH JANUARY 2015 It was RESOLVED that the Minutes of the Policy, Publicity and Finance Committee of Staveley Town Council held on Tuesday 27th January 2015 be approved as a true record, after amendment on the commencement time being 6.00 p.m. and that Councillor C. Ludlow was present at the meeting.</p>	
751/15	<p>MATTERS ARISING FROM THE MINUTES OF THE POLICY, PUBLICITY AND FINANCE COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 27TH JANUARY 2015.</p> <p>690/14 - It was RESOLVED - that the Health and Safety Policy be now signed as it had been approved.</p>	
752/14	<p>TOWN CLERK'S REPORT The Acting Town Clerk spoke to his report:</p> <p>The Acting Town Clerk wanted to make members aware that he had approached Keith Church, Health and Safety Advisor for Staveley Town Council. He had undertaken an inspection of 26 High Street in relation to the office spacing. Keith Church did not see any particular reason why the front office space could not be used, members were asked to take this on board as to how the Acting Town Clerk should proceed.</p> <p>Staveley Town Council moved offices on Wednesday 28th January to 26 High Street. Work was being undertaken on the filing system to get main administration files within the office and using the Speedwell Rooms for archived files. The archived files would eventually be sorted and sent for Derbyshire County Council archives or destroyed if no longer needed. There were a few issues which needed resolving within the office. Keith Church was looking at managing public areas and ensuring a safe working environment for staff. Thought needed to be given by members of Council about where leaflets and public information may be accessible to members of the public and where public notices should be placed. At present there was no place for these.</p> <p>Councillor B. Dyke asked whether the notice board outside the Post Office could be used to advertise meetings.</p> <p>It was suggested that notices be placed in the window of 26 High Street, to be visible to the public.</p>	

Councillor H. Elliott mentioned notice boards in the Staveley Town Council surrounding areas. Councillor C. Ludlow informed the members that Wendy Blunt at Chesterfield Borough Council was looking at reviewing notice boards, improvements to them around the area, and access to the notice boards.

There would still be the issue about leaflets and them being accessible to the public.

The Acting Town Clerk informed members that there were security issues with the office layout as it stood. The concerns were regarding security of information and cash handling as well as providing a safe environment for staff to work. As a temporary solution inside doors had locks installed and visitors could ring a bell for attention. It was recommended that a safety hatch be installed in the safety glass to ensure entry into the office space was managed. It could also be considered including an inner door or hatch using the front space as a reception area for public and leaflet information.

The Acting Town Clerk informed members that the main reason for his report was to share concerns of staff.

The Acting Town Clerk read out the report from Keith Church, key points included

- The reception area and moving the photocopier upstairs.
- Blinds at the windows in case of sun trap – cooling fans may be required.
- Personal safety
- Small amounts of money could be dealt with in a rear office
- Desk at reception office was large enough for computer workstation
- Work stations within the office should be undertaken using a work station assessment tool provided at HSE.

Councillor C. Ludlow responded to The Acting Town Clerk's report saying the whole idea of moving onto the High Street was to be visible and available to the public and the public have the opportunity to visit at any time. She did not want barriers it was about being face to face. Councillor C. Ludlow said the large desks would not be appropriate in the reception area and employees should be working to a clear desk policy. Councillor C. Ludlow said now that the report of Keith Church had been received things could move forward. She agreed the photocopier should go upstairs but said they would have liked to have been able to offer a photocopying facility to the public.

The Acting Town Clerk informed members that he and the clerical assistant were both in the office Mondays to Thursdays between 9.30 a.m. and 1.00 p.m. on the whole. At other times staff were working alone and it was recommended that a lone working policy be drafted and implemented. He also proposed that the opening times of the office to the public should be Monday to

Thursday 9.30 a.m. to 1.00 p.m. in addition appointments could be offered by arrangement.

The Chair informed members and public that the whole idea of the office being on the High Street was so that the public could gain access during all office hours. He said a lone working policy should already have been implemented. The Acting Town Clerk said he was not aware of one having been implemented.

Councillor H. Elliott informed members that a lone working policy had been adopted at Chesterfield Borough Council.

Councillor B. Dyke asked whether the opening times and lone working policy should be dealt with at Policy, Publicity and Finance Committee as it involved staffing hours. The Chair informed members that under the staff review there would be more than two people in the office.

The Acting Town Clerk responded that the opening times of 9.30 a.m. to 1.00 p.m. would be when there were two people in the office at present.

Councillor C. Ludlow did not agree with the opening times and that while the office was staffed it should be open. She commented that Friday had not been mentioned in the opening times, and she felt that this was one of the main days in which the public did their shopping in Staveley. The Acting Town Clerk informed members that if meetings were being held it was sometimes difficult to provide a service to the public, also at lunch times.

Councillor K. Ludlow asked whilst Staveley Town Council was in Staveley Hall were statistics ever recorded regarding queries from the public during the day?

The Acting Town Clerk informed members that there have never been vast numbers of public making enquiries, but the move to High Street expected an increase in numbers.

It was felt that there should be a staff presence in the office at all times including a Friday and once the staffing had been sorted this should not be an issue.

The Acting Town Clerk informed members that the agent had been contacted as there had been a couple of maintenance issues regarding the lift, boiler and alarm and fire systems. The agent had informed him that the landlord was under no obligation in these matters, and this had been checked with solicitors. In the meantime enquires had been sought for lift maintenance. A quote had been received from Concept Elevators with prices for maintenance levels had been received. It was stated by Councillor Ludlow that three quotes were not required as the Council needed to comply with Disability Access legislation.

It was **RESOLVED** – to accept the £300.00 1 star option on the quote from Concept Elevators for lift maintenance.

The Acting Town Clerk informed members that the boiler had been serviced and the fire and alarm systems would be looked at shortly.

With regard to The Staveley Hall Business Units Optima Finance had moved into the Business Unit 1 on 14th February and Emerald Accountancy Services were also seeking a tenancy. Conceptunet were working alongside Staveley Town Council and tailoring telephone services to the tenant's requirements.

The Chair informed the Committee that the new tenants would be given a bottle of wine out of the Chair's allowance as a welcome gift.

The Acting Town Clerk's report was **RECEIVED** but the recommendations were not approved.

753/14 ACCOUNTS

(a) The Schedule of payments for approval.

See below

Printed On: 2/02/2018
 PJ 12:40

STAVELY TOWN COUNCIL MMS
 PURCHASE DATABASE - PURCHASE LEDGER 1

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 UOZS - JT

Ledger No 1 for Month No 10
 Items marked with * are split invoices

Invoice Date	Invoice No	Order No	Supplier Ac Name	Supplier Ac Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description	
01/01/2015	291214	C-4	BRITISH GAS	GAS01	21.78	1.00	22.87	4015	113	31.78	381214021518072314 GAS BUS	
TOTAL INVOICES										21.78	22.87	21.78
VAT ANALYSIS CODE F @ 0.08 %										21.78	1.00	22.87
TOTALS										21.78	1.00	22.87

Order by Invoices Entered

Nominal Ledger Analysis

Ledger No 1 for Month No 10

Items marked with a * are disputed invoices.

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/c Centre	Amount	Analysis Description
19/01/2015	550142978	<i>direct debit</i>	BRITISH GAS	GAS01	417.50	20.88	438.38	4015 216	417.50	550142978/000158/BRITISH GAS B
10/01/2015	130501	<i>direct debit</i>	YORKS	YOR01	1,028.33	205.67	1,234.00	4015 101	1,028.33	130501/000159/YORKSHIRE GAS AN
10/01/2015	130463	<i>direct debit</i>	YORKS	YOR01	208.57	10.43	219.00	4015 101	208.57	130463/000160/YORKSHIRE GAS AN
15/12/2015	T08502	<i>chg 506735</i>	CHESTERFIELD GAS	CHES10	197.87	39.58	237.45	3001 204	197.87	T08502/000161/CHESTERFIELD GAS
21/01/2015	070115	<i>direct debit</i>	BRITISH TELECOM	BT01	40.95	8.19	49.14	4021 101	40.95	070115/000162/BRITISH TELECOM
06/01/2015	62881	<i>chg 506736</i>	BOLSOVER	BOL02	140.00	28.00	168.00	4055 101	140.00	62881/000163/BOLSOVER HEALTH A
17/12/2015	1342	<i>chg 506737</i>	GADGYS	GAD01	710.00	0.00	710.00	4201 101	710.00	1342/000164/GADGY'S DRAINAGE S
11/01/2015	288	<i>Bacs transfer</i>	BROOKE	BRO02	4,608.72	0.00	4,608.72	4055 444	4,608.72	288/000165/BROOKE ARCHITECTURE
14/01/2015	140115	<i>debit card</i>	POST OFFICE	POS01	13.55	0.00	13.55	4022 101	6.40	140115/000166/POST OFFICE COUN
								4022 202	7.15	140115/000166/POST OFFICE COUN
31/12/2014	15/16	<i>chg 506738</i>	SOCIETY OF LCC	SLC01	279.00	0.00	279.00	4024 101	279.00	15/16/000167/SOCIETY OF LOCAL
16/01/2015	160115	<i>debit card</i>	NEOPOST	NEO01	200.00	0.00	200.00	4022 101	200.00	160115/000168/NEOPOST LTD
05/01/2015	593464	<i>chg 506739</i>	VIKING	VIK01	122.66	24.53	147.19	4023 101	122.66	593464/000169/VIKING DIRECT
10/01/2015	AAJ61015901	<i>direct debit</i>	THREE	THR01	2.25	0.45	2.70	4021 101	2.25	AAJ61015901/000170/THREE
09/01/2015	20231	<i>chg 506740</i>	CIVIC PRIDE	CIV02	2,100.00	420.00	2,520.00	4201 101	2,100.00	20231/000170/CIVIC PRIDE UK LT
17/01/2015	20239	<i>chg 506740</i>	CIVIC PRIDE	CIV02	5,000.00	1,000.00	6,000.00	4203 429	5,000.00	20239/000172/CIVIC PRIDE UK LT
19/01/2015	1176	<i>Bank transfer</i>	PARKIN	PAR02	687.50	137.50	825.00	4055 444	687.50	1176/000173/PARKIN HERITAGE &
27/11/2014	1173	<i>Bank transfer</i>	PARKIN	PAR02	8,525.00	1,705.00	10,230.00	4055 444	8,525.00	1173/000174/PARKIN HERITAGE &
01/01/2015	SM15243	<i>chg 506741</i>	RURAL BUSINESS SUPP	RUR01	596.00	119.20	715.20	4060 101	596.00	SM15243/000175/RBS SOFTWARE
TOTAL INVOICES					24,877.90	3,719.43	28,597.33		24,877.90	
VAT ANALYSIS CODE E @ 0.00 %					710.00	0.00	710.00			
VAT ANALYSIS CODE F @ 5.00 %					626.07	31.31	657.38			
VAT ANALYSIS CODE N @ 20.00 %					18,440.56	3,688.12	22,128.68			
VAT ANALYSIS CODE Z @ 0.00 %					5,101.27	0.00	5,101.27			
TOTALS					24,877.90	3,719.43	28,597.33			

Printed On : 23/01/2015

At : 14:50

STAVELEY TOWN COUNCIL 14/15

PURCHASE DAYBOOK - PURCHASE LEDGER 1

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Ledger No 1 for Month No 10

Items marked with a * are disputed invoices.

Order by Invoices Entered

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
10/12/2014	1	610	COPIER EXPORT	COP03	30.17	6.03	36.20	4023	101	30.17	1/000176/COPIER EXPORT LTD
TOTAL INVOICES					30.17	6.03	36.20			30.17	
VAT ANALYSIS					N	@ 20.00 %	30.17	6.03		36.20	
TOTALS					30.17	6.03	36.20				

Ledger No 1 for Month No 10

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Order by Supplier A/c Number

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/c	Centre	Amount	Analysis Description
19/01/2015	11059	chay 506743	BRM SOLICITORS	BRM01	1,750.00	350.00	2,100.00	4055	101	1,750.00	11059/000178/BRM SOLICITORS
22/01/2015	1156	chay 506744	CHEST CANAL TRUST	CCT	36.00	0.00	36.00	4024	101	36.00	1156/000177/CHESTERFIELD CANAL
19/01/2015	851001433745	506745	BRITISH GAS	GAS01	77.94	3.90	81.84	4015	113	77.94	851001433745A/000179/BRITISH G
30/10/2014	2307854	506746	JOHNSTONE	JOH01	341.60	68.32	409.92	4031	427	341.60	2307854/000180/Johnstone Publi
27/11/2014	2392325		JOHNSTONE	JOH01	112.00	22.40	134.40	4031	429	112.00	2392325/000181/Johnstone Publi
TOTAL INVOICES					2,317.54	444.62	2,762.16			2,317.54	

VAT ANALYSIS CODE F	@ 5.00 %	77.94	3.90	81.84
VAT ANALYSIS CODE N	@ 20.00 %	2,203.60	440.72	2,644.32
VAT ANALYSIS CODE Z	@ 0.00 %	36.00	0.00	36.00
TOTALS		2,317.54	444.62	2,762.16

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At : 11:40

STAVELEY TOWN COUNCIL 14/15

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PURCHASE DAYBOOK - PURCHASE LEDGER 1

Ledger No 1 for Month No 10

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Order by Invoices Entered

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
24/01/2015	44077	<i>CHG 506747</i>	BRIMINGTON	BRI03	120.83	24.17	145.00	4046	101	120.83	44077/000182/BRIMINGTON MOT
19/01/2015	657005	<i>CHG 506748</i>	VIKING	VIK01	128.34	25.67	154.01	4022	101	128.34	657005/000183/VIKING DIRECT
TOTAL INVOICES					<u>249.17</u>	<u>49.84</u>	<u>299.01</u>			<u>249.17</u>	
VAT ANALYSIS CODE N @ 20.00 %					249.17	49.84	299.01				
TOTALS					<u>249.17</u>	<u>49.84</u>	<u>299.01</u>				

Ledger No 1 for Month No 10

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Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
02/02/2015	1573082		FUELGENIE	FUE01	66.67	13.33	80.00	4044	101	66.67	1573082/FUELGENIE BUSINESS ACC
02/02/2015	17058400		ZURICH	ZUR01	6,109.07	0.00	6,109.07	4025	101	6,109.07	17058400/ZURICH MUNICIPAL
01/02/2015	28814907-41		ADT	ADT01	111.29	22.26	133.55	4261	101	111.29	28814907-41/ADT FIRE & SECURIT
22/01/2015	7627803		CBC BORO TREASURER'S	CBC08	665.57	133.11	798.68	4055	101	665.57	7627803/CHESTERFIELD BOROUGH C
22/01/2015	7627798		CBC TOWN CLERK & CE	CBC03	2,216.18	443.24	2,659.42	4103	101	2,216.18	7627798/CBC TOWN CLERK & CHIEF
30/01/2015	00001		WILLIAMS FLOOR RESTO	WIL02	5,212.50	1,042.50	6,255.00	4036	216	5,212.50	00001/WILLIAMS FLOOR RESTORATI
12/01/2015	5128		VAINES	VAI01	12.75	2.55	15.30	4023	101	12.75	5128/ANDY VAINES IT SERVICES L
31/01/2015	7		SALLY PLUMMER	SPL01	281.20	0.00	281.20	4055	101	281.20	7/SALLY PLUMMER

Order by Invoices Entered

Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount
TOTAL INVOICES	14,675.23	1,656.99	16,332.22			14,675.23
VAT ANALYSIS CODE E @ 0.00 %	6,390.27	0.00	6,390.27			
VAT ANALYSIS CODE N @ 20.00 %	8,284.96	1,656.99	9,941.95			
TOTALS	14,675.23	1,656.99	16,332.22			

Printed On : 04/02/2015

At : 09:25

STAVELEY TOWN COUNCIL 14/15

PURCHASE DAYBOOK - PURCHASE LEDGER 1

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Ledger No 1 for Month No 10

Items marked with a * are disputed invoices.

Order by Invoices Entered

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
31/01/2015	159		JO TAYLOR	JOT01	1,315.60	0.00	1,315.60	4055	101	1,315.60	159/JOANNE TAYLOR
TOTAL INVOICES					1,315.60	0.00	1,315.60			1,315.60	
VAT ANALYSIS CODE E @ 0.00 %					1,315.60	0.00	1,315.60				
TOTALS					1,315.60	0.00	1,315.60			1,315.60	

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Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
29/01/2015	108214		GELDARDS	GEL01	5,035.57	1,007.12	6,042.69	4055	101	5,035.57	108214/GELDARDS LLP
TOTAL INVOICES											
					5,035.57	1,007.12	6,042.69			5,035.57	
VAT ANALYSIS CODE N @ 20.00 %											
					5,035.57	1,007.12	6,042.69				
TOTALS											
					5,035.57	1,007.12	6,042.69				

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Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
17/01/2015	298937		BOOKER	BO001	75.86	15.17	91.03	3002	204	75.86	298937/BOOKER CASH & CARRY
16/01/2015	24333		LEIVERS	LEI03	380.00	76.00	456.00	4036	216	380.00	24333/W R LEIVERS LTD
27/01/2015	968374		GELDARDS	GEL01	663.00	132.60	795.60	4055	101	663.00	968374/GELDARDS LLP
27/01/2015	2/15		CARRUTHERS	CAR01	600.00	0.00	600.00	4055	444	600.00	2/15/CARRIE CARRUTHERS
31/01/2015	212683*		TOTAL HIRE & SALES	TOT02	140.80	28.16	168.96	4202	444	140.80	212683/TOTAL HIRE & SALES LTD
TOTAL INVOICES											
					1,859.66	251.93	2,111.59			1,859.66	
VAT ANALYSIS CODE N @ 20.00 %											
					1,259.66	251.93	1,511.59				
VAT ANALYSIS CODE Z @ 0.00 %											
					600.00	0.00	600.00				
TOTALS											
					1,859.66	251.93	2,111.59				

	<p>It was RESOLVED that the Schedule of payments be approved.</p> <p>b) The Bank Reconciliation and Bank Statements</p> <p>It was RESOLVED that Councillor B. Dyke would sign the Bank Reconciliation and Bank Statements in accordance with Standing Orders and Financial Regulations.</p> <p>754/14 PRECEPT 2015/2016</p> <p>The Chair informed the Committee that the Government had placed a cut on Precept under all claimants of benefits, and this would have to be funded solely by Staveley Town Council by 2022. The Chair informed members and the public that he proposed that a 4.5% increase on the precept be set, this would equate to 4p extra per week per household, to continued providing services for the people of Staveley.</p> <p>Councillor C. Ludlow informed members and public that by April all Staveley Town Council Staff would be on the living wage.</p> <p>It was RESOLVED - that a 4.5% increase on the Precept be set for 2015/2016.</p> <p>755/14 26 HIGH STREET</p> <p>This had been covered earlier in the meeting.</p> <p>It was RESOLVED – To remove 26 High Street from any future agenda of Staveley Town Council.</p> <p>756/14 HEART OF STAVELEY</p> <p>The Chair informed members and the public that the contractors should be in Staveley Hall by 10th March. All necessary funding to complete the Hall was in place.</p> <p>Councillor D. Collins informed members that working alongside Derbyshire County Council and Chesterfield Borough Council the cash flow that was required had been secured for this project.</p> <p>The project once completed would be an asset to Staveley people.</p> <p>Councillor B. Dyke asked if progress photographs could be taken throughout the course of the restoration and be made available to the public so they can</p>	
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	<p>see the work that is taking place on Staveley Hall. The Chair assured the members and public that the public would be fully informed of happenings, and he hoped that controlled visits could be undertaken. Councillor B. Dyke asked if the DerbyshireTimes could be invited to write an article when the contractors were due to start, regarding the funding and the whole project.</p> <p>Councillor C. Ludlow said that Chesterfield Borough Council and Derbyshire County Council press officers would be involved.</p> <p>Councillor K. Ludlow suggested that an album as an historic record be kept of the restoration. Councillor C. Ludlow said that an exhibition could be held upstairs at 26 High Street, once a month as an open day for public to view photographs etc.</p> <p>It was RESOLVED – that the quote received from Bardon for the asbestos removal at Staveley Hall under the Heart of Staveley project be approved in the sum of £11,132.</p> <p>It was RESOLVED – that the insurance increase of £5,763.27 with Zurich be approved whilst Contractors were in Staveley Hall. This would be recoverable from the Heart of Staveley Project.</p>	
757/14	<p>WARD REPORTS BY COUNCILLORS</p> <p>a) Councillor B. Dyke informed members and the public that Staveley Football club were raising money through various events for defibrillators.</p> <p>Councillor H. Elliott informed members that there was a deep pot hole in front of the unadopted shops at Inkersall. Councillor D. Collins informed members and public that Derbyshire County Council did not repair pot holes on private land, it would be left to the shop owners.</p> <p>Councillor S. Bagshaw mentioned that tipping had been taking place in Poolsbrook.</p> <p>b) Generally Nothing raised.</p>	
758/14	<p>ALLOTMENTS</p> <p>Councillor C. Ludlow said that the pipe at Middlecroft needed to be connected to the mains water supply.</p> <p>The Chair informed members and public that he had spoken with the Secretary at Middlecroft Allotments who was happy to have the water connected in April. This could then come out of the Allotments Budget 2015/2016.</p>	

759/14	<p>ITEMS FOR ACTION Nothing to report.</p>	
780/14	<p>CHESTERFIELD BOROUGH COUNCIL Councillor C. Ludlow informed members and the public that Andy Simpson the Chair of Housing at Chesterfield Borough Council had died. Details of funeral would be obtained if required.</p> <p>The Chair informed members and the public that Chesterfield Borough Council would be freezing their Council Tax in 2015/2016.</p>	
781/14	<p>SEALING OF DOCUMENTS</p> <p>RESOLVED – That the Common Seal of the Council be affixed to any documents or agreements necessary to carry into effect any resolution or decisions passed by or confirmed at this meeting.</p> <p>(i) A lease for Emerald Accountancy Services of Unit 2 of The Stables was signed and sealed by two members of the Council and the Acting Town Clerk.</p>	
782/14	<p>PART II – CONFIDENTIAL BUSINESS PUBLIC BODIES (ADMISSION TO MEETINGS ACT), 1960</p> <p>RESOLVED – That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press excluded from this meeting during the discussion thereof.</p>	
783/14	<p>ESTABLISHMENT Nothing to report</p>	
784/14	<p>STAFFING REVIEW Matters relating to implementation of the staffing review were discussed.</p> <p>It was RESOLVED that the Acting Town Clerk’s employment contract would be extended by one month with one month’s notice.</p> <p>All votes FOR</p>	

