

HILTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 27TH SEPTEMBER 2006 AT HILTON VILLAGE HALL COMMENCING AT 7.00PM

PRESENT:

Councillor: L Kolkman (in the Chair)

Councillors: P Hickinbottom, A Plenderleith, D Allen, P Walton-Knight,
J Keery, G Rice and G Banton

1 District Councillor, 1 County Councillor and 5 members of the Public were in attendance.

PUBLIC PARTICIPATION

It was raised by a member of the public that the spelling of Egginton Road was incorrectly spelt in the minutes dated 2nd August 2006. It should be Egginton not Eggington.

It was reported by a member of the public that the manhole cover on Egginton Road had still not been repaired. It was explained that this matter was in-hand and would be repaired shortly. The damage was caused by the contractors that were clearing this land. Highways will be sending the Parish Council a letter to this effect.

It was reported by a member of the public that a Farm Shop had opened within the Village but no Planning Application had been seen. It was explained that a Planning Application had been applied for.

POLICE MATTERS

There was nothing to report. No police were present at the meeting.

COUNTY COUNCILLOR'S REPORT

Cllr Hood commented on the name plates and said that they looked very professional.

Cllr Hood explained that the surgery he had planned for September would not be going ahead, he has not yet received all the information that he requires. He planned for this meeting to be held sometime in October, Date to be confirmed.

Cllr Hood reported that nothing can be done with regards to the entrance/exit at Witham Close. Although the bus stop could possibly be moved at the entrance. Cllr Hood said that he would give the Clerk the phone number of the people responsible for making this decision.

Cllr Hood reported that Main Street and Dale End Road had now been adopted for maintenance. Cllr Hood commented that he was very pleased about this decision.

Cllr Hood reported that the turning circle at Hilton School had been reinstated.

DISTRICT COUNCILLOR'S REPORT

An apology for absence was submitted and accepted on behalf of Councillor R Walton.

Cllr Littlejohn reported on the worries/concerns over the dangers on Welland Road. Teamwork's have mentioned to Mr Marriot that it may be an accident waiting to happen. 1 member of the public is going through her insurance company at the moment as her garage has been damaged by a car driving in to it. The police are looking into the problem of parked cars on the side of the road causing an obstruction.

Cllr Littlejohn reported that a Joint Parish Council Meeting will be held at the Civic Offices in Swadlincote commencing at 5.30pm on 18th October 2006.

Cllr Littlejohn gave an email to the Clerk from Chris Mason at SDDC with regards to them paying for the cleaning of the Greenway.

Cllr Littlejohn gave the Chairperson an email from Chris Mason at SDDC with regards to the Rabbit Fencing around the Mease Football Pitch. SDDC will not pay for this work to be completed.

1. MINUTE NUMBER 141/06 - APOLOGIES

An apology for absence was submitted and accepted on behalf of Councillor Dave Smalley.

2. MINUTE NUMBER 142/06 – DECLARATION OF MEMBERS INTERESTS

There was no Declaration of Members Interests submitted.

3. MINUTE NUMBER 143/06 - TO CONFIRM THE NON EXEMPT MINUTES OF THE MEETING HELD ON 2ND AUGUST 2006.

Resolved: To move a motion to add to the minutes the comment from Cllr Walton-Knight that the Clerk pull out all of the minutes relating to the build up of Witham Close.

The Minutes of the Meeting held on Wednesday 2nd August 2006 having been circulated were approved and signed as a true record.

4. MINUTE NUMBER 144/06 – TO DETERMIN WHICH ITEM IF ANY FROM PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED.

There was nothing to report.

5. SUB COMMITTEE REPORTS

A) MINUTE NUMBER 145/06 - CHAIRPERSONS REPORT

It was reported that after the last Parish Council meeting, the contractors responsible for leaving behind the polystyrene balls under the tree on back lane had been contacted and they promised that they are going to clean up the mess.

It was reported that Taylor Woodrow would be digging up the corner of the field in about two weeks time, they will inform the Parish Council as to the state of the drains once work commences.

It was reported that no contact had been received from SDDC with regards to the situation with the 106 money and where it will be spent.

It was reported that the tenders for the Mease Football Pitch and Pavilion had now been received. It was also reported that the Rabbit Fencing will have to be purchased out of the project money as SDDC will not pay for this as originally agreed.

B) MINUTE NUMBER 146/06 - FOOTPATHS REPORT

The Clerk referred to an email that she had received from Cllr Littlejohn from Chris Mason at SDDC. SDDC have confirmed by email to Cllr Littlejohn and by telephone to the Clerk, that they are prepared to pay for our Lengthsmen to clean the Greenway for 3 hours per week at the rate of £6.00 per hour. The Clerk asked if the Parish Council would like to invoice Chris Mason at SDDC 6 monthly or 12 monthly.

Resolved: The Clerk to invoice Chris Mason at SDDC 6 monthly in advance for 3 hours per week at £6.00 per hour for the cleaning of the Greenway, commencing October 2006.

C) MINUTE NUMBER 147/06 - FINANCE REPORT

It was reported that the Village Hall Committee had a meeting on the 4th September 2006 to discuss the take over of the Hall by the Parish Council. It was agreed that some issues needed to be resolved before this could happen, for example: Asset Registers, Cosh Register and PAYE system.

It was reported that the Asset Register and Cosh Register was in the process of being completed.

It was reported that the Clerk to the Parish Council had now received the documentation she required from the Accountant to the Village Hall so that work could commence on them.

It was agreed by the Village Hall Committee that the Clerk to the Parish Council would be paid for her extra work on balancing the books before they go to the Auditor.

The Clerk reported that she had written to Stone Construction to quote on the continuation to the original contract on Egginton Road. This was to add extra top soil and spread grass seed. They will be out to complete the quotation within the next few

days. It was reported that this land had been mowed by SDDC within the last few days and it was looking really tidy.

Resolved: To let Stone Construction quote on the work but to make a decision on what was to be done at a later date.

D) MINUTE NUMBER 148/06 - RECREATION REPORT

It was reported that a letter had been received from a resident on Bloomfield with regards to the football teams parking in residential places obstructing residents parking. A key to the barrier has now been added to the Pavilion keys so that the barrier can be opened on match/training days.

Resolved: The Clerk to write to all hirers of the football pitches including all of the football teams asking them to refrain from parking on Bloomfield.

It was reported that cars were getting onto the football pitch by riding over the footpath on Sore Close. It is not clear as to how this is happening as there are bollards blocking the way. Maybe they are getting on via the Greenway.

Resolved: For the Lengthsmen to monitor this situation for the next month and to take the registration numbers of any cars spotted and pass them on to the Clerk to report to the Police.

D) MINUTE NUMBER 149/06 - VILLAGE HALL REPORT

It was reported that the Village Hall Committee would like their appreciation known for the donation towards the cutting and pruning of the tree outside the main entrance to the Village Hall.

It was reported that the TAG Committee have authorised the purchase and installation of extra CCTV. To be situated on the back of the Village Hall overlooking the skate park. Both will look like smoke detectors, one will be fully operational but the other will be a dummy camera, both cameras will be colour and they can be installed into the existing system that the Village Hall currently use.

It was reported that the lighting at the Village Hall should switch off at 10pm every evening.

It was proposed that the Parish Council become the Corporate Body as Trustees to the Village Hall and accept the Draft scheme.

Resolved: The Parish Council to become the Corporate Body as Trustees to the Village Hall and adopt the Draft Scheme.

It was proposed that flowers be sent to Roma Walton to cheer her up due to her illness and to show that we are all thinking about her.

Resolved: flowers to be ordered and sent to Roma Walton on behalf of the Parish Council.

E) MINUTE NUMBER 150/06 - ETWALL AREA MEETING

It was reported that a meeting was held at the Memorial Hall in Egginton. It was Chaired by the leader of SDDC.

The Chair encouraged all communities within SDDC to enter comments/ideas to improve all community aspects. The deadline for comments will be on the 2nd October 2006.

It was reported that Gill Hague presented the basics for the planning rules and regulations and what is required for the criteria.

It was reported that representatives from the Environmental Department at SDDC also attended the meeting and reported that the curb side collection was working well.

It was reported that the Clean Team are in great demand costing the tax payers £80k per year to clear away fly tipping.

F) MINUTE NUMBER 151/06 - EDUCATION FOUNDATION REPORT

There was nothing to report.

G) MINUTE NUMBER 152/06 - AIRFIELD REPORT

There was nothing to report.

H) MINUTE NUMBER 153/06 - TOYOTA REPORT

There was nothing to report.

I) MINUTE NUMBER 154/06 - POLICE LIAISON REPORT

There was nothing to report.

J) MINUTE NUMBER 155/06 - SCHOOL GOVERNORS REPORT

It was reported that the figures for the children's numbers at the school included the first stage of the development but not the second stage of the development.

K) MINUTE NUMBER 156/06 - TREE WARDENS REPORT

It was reported that a few trees within the Village required some attention.

Resolved: The Clerk to request 3 x quotes to look and advise on the trees within the Village.

L) MINUTE NUMBER 157/06 - MARSTON ON DOVE AND DISTRICT RELIEF IN NEED CHARITY

There was nothing to report.

M) MINUTE NUMBER 158/06 - LENGTHSMEN REPORT

It was reported that hedges were overgrown on Derby Road starting at number 15, 13 and the nursery. Although number 13 had taken the top off there hedge.

Cllr Hood replied that he would look in to this matter.

It was reported that the hedge at 24 Welland Road were overgrown.

It was reported that a house on Normandy Road by the jitty was also overgrown.
(Details of the house number to be given to the Clerk at a later date.)

Resolved: The Clerk to write a letter to all of the above residents requesting that they cut the hedges back to the boundary line.

N) MINUTE NUMBER 159/06 - FOOTBALL REPORT

It was reported that the football pitches had been mowed and the line marking had been done.

It was reported that the football teams would like 2 x blackboards putting up in the Pavilion so that they could be used for team tactics.

Resolved: The Clerk to get 3 x quotes for the painting of 2 x black blocks on the walls in the Pavilion.

It was reported that the guttering around the Pavilion was in need of repair.

Resolved: The Clerk to ask the Lengthsmen to fix/resolve this problem.

Cllr Kolkman reported that she had received lessons on line marking out the football pitches. The caretaker at the Village Hall was asked if he would like the job but he declined. Cllr Kolkman asked the permission of the Parish Council to continue to mark out the pitches.

Resolved: The Parish Council agreed for Cllr Kolkman to continue marking out the football pitches.

It was reported that we could increase the rental on the football pitches if they are pre marked out and ready for use. At the moment we charge £19.00 per match. It was proposed that we increase this to £21.00 per match to commence on 1st November 2006.

Resolved: To increase the rental on the pitches to £21.00 commencing on 1st November 2006. The Clerk to write to all of the football teams informing them of the decision.

6. MINUTE NUMBER 160/06 - REPORTS FROM COUNCILLOR'S THAT HAVE ATTENDED ANY OTHER MEETINGS

Cllr Banton reported that he had been speaking with the secretary of the Gardening Club with regards to planting etc on the plot of land on Egginton Road. It was proposed that The Parish Council give £500.00 towards this project.

Resolved: The Clerk to raise a cheque for the sum of £500.00 made payable to Hilton Gardening Club to enable the planting of the land on Egginton Road.

7) MINUTE NUMBER 161/06 - CLERKS REPORT

The Clerk prepared a report and proposed that the Parish Council change the Internal Auditor for the Financial Year 2006/2007.

Resolved: The Clerk to inform Ian Fraser that he has been given the job of the Internal Auditor for the Financial Year 2006/2007 and to write to the current Auditor explaining the change.

The Clerk prepared a report and proposed that the Parish Council purchase Scribe 2000 Financial Package. The package is designed for Parish and Town Councils and produces everything that is required. The package costs £245.00 per year subscription which includes all updates and technical support.

Resolved: The Clerk to order Scribe 2000 Accounting Package for immediate use.

The Clerk proposed that we contact the Clean Team to remove the old goal posts and the rubbish out of the garage, it will cost £50.00 + VAT.

Resolved: The Clerk to contact the Clean Team once Derek is back off holiday and have the rubbish removed.

The Clerk proposed that we change the start time of the Parish Council Meeting to 6.45pm for a 7.00pm start.

Resolved: Time of the Parish Council Meeting to be changed on the next agenda.

The Clerk proposed that the Parish Council purchase waterproofs for the Lengthsmen/Groundsmen to enable them to perform there duties even when raining.

Resolved: The Clerk to purchase waterproofs.

The Clerk proposed that the Parish Council adopt Financial Regulations.

Resolved: Financial Regulations were adopted.

The Clerk proposed that the Parish Council adopt Standing Orders.

Resolved: Standing orders were adopted.

The Clerk proposed that the Parish Council adopt Internal Controls

Resolved: Internal Controls were adopted.

The Clerk proposed that the Parish Council adopt Risk Assessments.

Resolved: Risk Assessments were adopted.

8. MINUTE NUMBER 162/06 – DERBYSHIRE ASSOCIATION OF LOCAL COUNCIL'S

The Clerk was asked to gather further information on circular 30/2006 section 2 – Village Halls run by Parish Councils as sole Trustees. The Clerk explained that she had already received this information but had not brought it to the meeting.

Resolved: The Clerk will distribute this information to the Parish Council members for information.

9. MINUTE NUMBER 163/06 – FINANCE

Resolved: Accounts for payment.

Cheque No:	Payee:	Description:	Amount
-------------------	---------------	---------------------	---------------

001002 DALC	DALC Training	£90.00
001003 Stone Construction	Clearing Land Eggington Road	£4,654.67
001004 Derwent Fencing	Fencing at Playing Fields	£575.75
001005 Hilton Village Hall	Tree pruning	£150.00
001006 B Dowell	Wages	£56.16
001007 Cancelled		
001008 C Orme	Expenses	£36.50
001009 G Hall	Wages	£391.20
001010 C Orme	Wages	£571.69
001011 D Woolliscroft	Wages	£280.80
001012 Inland Revenue	NIC's	£346.18
001013 Cancelled		
001014 DALC	Training	£20.00
001015 Derwent Fencing	Supply & Fit Steel Railing	£5,152.38
001016 Cancelled		
001017 Cancelled		
001018 DALC	Copy of Model Standing Orders	£6.00
001019 Steelway Fensecure	Bench from TAG	£5101.85
001020 Linton Parish Council	Arnold Baker and Postage	£62.73
001021 Powergen	Electricity	£167.53
001022 Mrs E Kolkman	Food for DALC Training	£89.10
001023 D Woolliscroft	Wages	£243.36
001024 G Hall	Wages	£56.16
001026 P Sretton	Wages	£36.00
001027 C Orme	Wages	£584.51
001028 Inland Revenue	NIC's	£378.72
001029 C Orme	Expenses	£22.77
001030 Hilton Gardening Club	Planting Eggington Road	£500.00

Payment by Direct Debit to BT for the Phone Bill to the value of £66.29 due 11.09.2006.

Payment received from the Football Foundation for Claim Number 1 for the value of £23,660.00.

The Clerk explained that the Annual Return had been received back from the Audit Commission – No recommendations/problems to report.

11. MINUTE NUMBER 164/06 – ITEMS FOR INFORMATION

Resolved: To note the following information.

- A) Reply from Mr Mark Todd MP – Ref : the Police Merger
- B) DCC – Conditions of the Public Rights of Way Network
- C) East Midlands Development Agency – Change of Clerk Details form – Completed and sent back 14.08.2006
- D) EMEDA – News Magazine
- E) South Derbyshire Community Strategy Action Plan 2006/2008
- F) Standards Board of England – Bulletin No 30
- G) Midland Rural Housing – Re: Hilton - Local Housing Needs update
- H) Royal Mail – Redirection of Mail Service
- I) SDDC – Derbyshire Residents Survey – Listening to your Views
- J) Powergen – Price Increase Information

- K) Barlow and Associates – Tender Documentation information

- L) Teamwork – Safer Neighbourhoods in South Derbyshire – Dates of Meetings to be held 7pm Wednesday 11th October at Hilton Primary School
- M) H M Revenue and Customs – Paying your Employee’s Workshop
- N) CCLA Investments Ltd – Half Year Accounts to 30th June 2006
- O) Derbyshire Rural Community Council – AGM to be held Wednesday 27th September 2006 at Hulland Ward at 9.30am to 12.30pm
- P) DCC – Disability Employment Project
- Q) Inland Revenue – New Tax Code for Clare Orme
- R) DCC – Derbyshire Young Achievers Award 2006 information
- S) DCC – Information on the Health of Derbyshire
- T) Letter of thanks from John Walton for the Radio/CD Player
- U) SDDC – Information from Cllr Roma Walton on the National Forest Food Network e-bulletin No 2 – September 2006
- V) Rosliston Forestry Centre – Conkers Championships Sunday 1st October 2006 between 1pm and 2pm
- W) Derbyshire Constabulary – Police Liaison Meeting Tuesday 17th October 2006 at Melbourne Leisure Centre commencing at 7.30pm

12. MINUTE NUMBER 165/06 – ITEMS FOR DECISION

- A) Letter from Residents at Bloomfield Close – Parking of football Team Vehicles.
Resolved: The Clerk to write to all hirers of the football pitches including the football teams asking them to refrain from parking on Bloomfield.
- B) DCC – Possible sites for the new waste management development – Waste Site Allocations Development Plan Document, Draft Objectives “Latest News”.
Resolved: The Clerk to reply on this document with the Parish Council concerns and objections.
- C) Letter from Mr & Mrs Price – Ref Matter not Closed x 2
Resolved: It was agreed not to respond to any more of the letters received from Mr and Mrs Price, matter closed.

13. PLANNING APPLICATIONS

A) MINUTE NUMBER 166/06 - PLANNING APPLICATIONS TO BE CONSIDERED

- A) Reg No 9 2006 1022 FH – The erection of an extension at 6 Utah Close, Hilton
Resolved: No objections
- B) Reg No 9 2006 0961 A – Directional Sign on land at the junction of Derby Road and the Mease, Hilton – EXTENSION REQUESTED
Resolved: The Clerk to reply with objections that the sign is too big and in the incorrect place, It could be dangerous to road users and cause an accident if people try to look at it whilst driving. The Clerk is to also comment that the sign has already been installed.
- C) Reg No 9 2006 1025 F – The division of the existing dwelling into two dwellings at 59 Main Street, Hilton.
Resolved: The clerk to reply expressing concerns over cars having enough room on the drive way to be able to turn vehicles around and not to reverse on and off the drive onto the main road. Also to express concerns over extra vehicles parking on the highway and causing a further obstruction.
- D) Reg No 9 2006 0996 FH – The erection of a Conservatory at 15 Derby Road, Hilton.
Resolved: The Clerk to reply with no objections.

- E) Reg No 9 2006 1015 MR - Erection of 149 houses on Don Amott Land Eggington Road, Hilton.

Resolved: The Clerk to reply objecting to the application on the grounds that it will have an ecological impact affecting the wildlife including red and amber birds that are on the list. The application is not within the boundary of the Village, there is no provision for a footpath on the development side and residents will have to cross at the roundabout. Where the new island is proposed it is seen to be too close to the entrance of Lucas Lane, causing a danger to pedestrians and vehicle users. The Village does not have enough infrastructures to support more housing. The school is full to capacity and no provisions for extra crossings are stated.

13. MINUTE NUMBER 167/06 - PLANNING MATTERS FOR DECISION – EXTENSION REQUESTED BUT NOT GRANTED

Resolved: To note the following applications.

- A) Reg No 9 2006 0922 FH – The erection of an extension at 109 Avon Way, Hilton
- B) Reg No 9 2006 0916 B – The Variation of conditions 1 (a) of Planning Permission 9 2004 1446 R to extend the period for the submission of reserved matters for a further five years on land at Former Hilton Depot, Eggington Road, Hilton
- C) Reg No 9 2006 0982 MD – The application for amendments to the approval scheme 9 2005 0839 DM incorporating additional windows, amended parking layout, wood store and gates and 2.4m high fence at Daher Sawley, Hilton Business Park, Hilton
- D) Reg No 9 2006 0644 F – The erection of a new dwelling and garage at land adjoining 16 Elm Drive, Hilton – Reason for re consultation: Amended plan received, resiting the dwelling slightly and changing its appearance
- E) Reg No 9 2006 0968 FH – The erection of an extension at 9 Oak Drive, Hilton
- F) Reg No 9 2006 0999 U – The change of use from residential to bed and breakfast accommodation at 11 Main Street, Hilton
- G) Reg No 9 2006 0971 D – The landscaping scheme for the approval of reserved matters of planning application 9 2005 0839 at Daher Sawley, Hilton Business Park, Hilton
- H) Reg No 9 2006 0920 F – Substitution of house type to Plot 3 (Approved under 9 1999 0890 F) at 10 Dale End Road, Hilton

14. MINUTE NUMBER 168/06 – PLANNING MATTERS FOR INFORMATION

Resolved: To note the following applications.

- A) Reg No 9 2006 0705 A The display of corporate signage at Daher, Hilton Business Park, Hilton – GRANTED
- B) Reg No 9 2006 0656 FH – The erection of a conservatory at 1 Churchill Drive, Hilton- GRANTED
- C) Reg No 9 2006 0588 FH – The erection of a conservatory at 6 Eden Close, Hilton – GRANTED
- D) Reg No 9 2006 0589 FH – The erection of an extension at 22 Peacroft Lane, Hilton – GRANTED
- E) Reg No 9 2006 0652 MD – Application for the approval of reserved matters of planning permission 9 2004 1515 M for the erection of 271 units with associated road and sewer at Area H23 and H24 Former Hilton Depot, Hilton – GRANTED
- F) Reg No 9 2006 0531 FH – The erection of an extension at 6 West Avenue, Hilton – GRANTED

- G) Reg No 9 2006 0644 F – The erection of a new dwelling and garage at 16 Elm Drive, Hilton – GRANTED
- H) Reg No 9 2006 0819 FH – The conversion into living accommodation of the garage and the erection of an extension at 15 Hawthorne Close, Hilton – GRANTED
- I) Reg No 9 2006 0798 F – The erection of new twin walled polycarbonate structure over the existing swimming pool at Hilton Primary School, Hilton – GRANTED
- J) Reg No 9 2006 0812 FH – The erection of an extension at 3 Field Close, Hilton – GRANTED
- K) Reg No 9 2006 0761 FH – The formation of a vehicular access to serve West Winds Lucas, Hilton – GRANTED
- L) Reg No 9 2006 0746 FH – The erection of a conservatory at 2 Sandford Brook, Hilton – GRANTED
- M) Reg No 9 2006 0734 F – The erection of 3 bungalows to the north of Percy Wood Close, Hilton – GRANTED
- N) Reg No 9 2006 0730 M – The demolition of three existing dwellings and the erection of a three storey Office Block and a three storey Block of Flats with associated parking, landscaping and road access at 130 134 Derby Road, Hilton – REFUSED

15. MINUTE NUMBER 169/06 - DATE OF THE NEXT MEETING

The next Parish Council Meeting will be held at Percy Wood Community Lounge on the 25th October 2006 commencing at 6.45pm for a 7.00pm start.

16. MINUTE NUMBER 170/06 - EXEMPT ITEMS

- A) Lengthsman/Groundsman Contracts and Hours
- B) Booking Clerk Contract
- C) Cleaners Contract

The Clerk reported that she had produced Contracts of Employment and Job Descriptions for the Lengthsman/Groundsman, Booking Clerk and the Cleaner. The Clerk asked if anybody had any changes to make or could they be sent out to the employees for signing. It was requested that a Health and Safety clause be added to the contracts before employees sign.

Resolved: For the Clerk to put the Contracts and Job Descriptions into place once the clause on Health and Safety has been added.

The Clerk reported that she had found an old Job Description for a Groundsman which included, line marking of the pitches, weeding of the tennis and netball courts etc which is not part of the duties at present.

Resolved: The Clerk to add these items to the Job Description for the Groundsman.

It was reported that a meeting had taken place with the Lengthsman/Groundsman after the last Parish Council Meeting, this was with regards to routes and hours. After this meeting new time sheets and routes were produced. It was proposed that these be used by the Lengthsman/Groundsman in the future.

Resolved: That the new time sheets are introduced to the Lengthsman/Groundsman.

It was reported that one of the Lengthsman/Groundsman was given a verbal warning with regards to his racially motivated comments towards another member of the Parish Council.

- D) Previous Clerks Gratuity and Contract

The Clerk explained that after her meeting with the previous Clerk nothing has been received.

E) New Clerks Contract including expenses for fuel

It was reported that the Clerk had received her Contract of Employment. The Clerk was happy with the Contract and was prepared to sign it once the clause on Health and Safety had been added.

Resolved: Cllr Rice to email over the clause on Health and Safety for the Clerk to add this to her Contract.

The Clerk asked if she was entitled to fuel expenses for attending meetings above and beyond her normal working hours.

Resolved: It was agreed that the Clerks place of work was 3 days a week in the Parish Council Office as this covers the majority of her hours. It was agreed that the Clerk would be paid fuel at 40p per mile for all additional meetings etc that she attends. If the Clerk does more than 10,000 miles in a year this will be reduced to 25p per mile.

F) Inland Revenue Information

There was nothing yet to report on this matter.

CONFIRMATION: _____ DATE: _____