Holymoorside & Walton Parish Council

Minutes of the Annual Parish Council meeting held on 7th May 2025 in Holymoorside Village Hall, Holymoorside, Chesterfield.

Present: Cllr M E Thacker (Chairman), Cllr P Truscott (Vice-Chairman), Cllr S Sen, Cllr A Rice, Cllr D Phelps, Cllr D Corbridge, Cllr R Griffen, Cllr T Tyler; *Locum Clerk* M Colton

AGENDA PART 1 - Non-confidential information

FL001/25-26	**To elect a Chairman of the Council and receive their declaration of acceptance of office** **RESOLVED;** Cllr M E Thacker was elected as Chairman of the parish council. NOTED; Chairman's acceptance of office, both verbally and signed on the appropriate documentation.
FL002/25-26	**To elect a Vice-Chairman of the Council and receive their declaration of acceptance of office** **RESOLVED;** Cllr S Sen was elected as Vice-Chairman of the parish council. NOTED; Vice-Chairman's acceptance of office, both verbally and signed on the appropriate documentation.
FL003/25-26	**To receive apologies for absence:** Noted: No apologies were received.
FL004/25-26	**Public Questions** – (15 Minutes) Noted: No public were in attendance.
FL005/25-26	**Declarations of Interest** Noted: No member declared the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda.
FL007/25-26	**Exclusion of Public** Noted: No items from Part 1 of the agenda required the exclusion of the public or press.
FL008/25-26	**Minutes from the full meeting of the parish council held on Wednesday 2nd April 2025** **Resolved:** Minutes of the parish council meeting held on Wednesday 2nd April 2025 were confirmed as a true record and signed by the Chairman of the meeting .
FL009/25-26	**Councilor's actions** Noted: • The minutes of the Personnel Committee meeting on 30th April 2025 were noted • As of May 5, 2025, a Locum Clerk has commenced work.

FL010/25-26	**Review of delegation arrangements to committees, staff and other local authorities** **RESOLVED;** the power of the Clerk remains the same as do the delegation arrangements and committees. No power is given to other local authorities.
FL011/25-26	**Review of the terms of reference for committees** **RESOLVED;** No changes are to be made to the Terms of Reference for committees
FL012/25-26	**Review the appointment of members to existing committees** **RESOLVED;** The Footpaths working party will comprise of Councillors Griffin, Truscott, Tyler, Sen and Corbridge **RESOLVED;** The Sports and Leisure Committee will comprise of Councillors Thacker, Sen, Griffin, Rice and Truscott **RESOLVED;** The Personnel Committee will comprise of Councillors Thacker, Sen, Tyler, Truscott and Corbridge **RESOLVED;** The internal checker of procedures and accounts will continue to be EMAS Ltd **RESOLVED;** The working party for the organisation of community events will comprise of Councillors Thacker, Rice, Phelps and Truscott **RESOLVED;** The CNAS working party will comprise of Councillors Phelps, Sen and Rice **RESOLVED;** Councillors Sen and Rice will be responsible for the energy performance of the building and will work with the Climate Champion as required
FL013/25-26	**To review the appointment of any new committees in accordance with standing orders** **RESOLVED;** no new committees are to be appointed
FL014/25-26	**Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities** NOTED; the council has no charter or agency agreements, with other local authorities or contributes to the expenditure incurred by other local authorities.
FL015/25-26	**Review of representation on work or work with external bodies and arrangements for reporting back** NOTED; Cllr Thacker continues to be the council representative on Chesterfield United Charities and a report will be provided following his attendance at their meetings. **RESOLVED;** the existing Parish Council Trustees for Walton Village Society, Cllrs Thacker, Truscott, Phelps and Tyler will remain the same.
FL016/25-26	**To review if the council wishes to exercise the General Power of Competence** NOTED; the GPC was not available to the parish council as at least two thirds of the members of the council must hold office as a result of being declared elected. (This means they should have stood for election, whether at an ordinary or by election, even if unopposed, rather than co-opted or appointed).
FL017/25-26	**Review of inventory of land and assets including buildings and office equipment** NOTED; this item be deferred until the auditor had been consulted on recent additions.
FL018/25-26	**Confirmation of arrangements for insurance cover in respect of all insured risks** **RESOLVED;** the Parish Council are satisfied with the level of insurance cover, which will be again fully reviewed when a new schedule is submitted.
FL019/25-26	**Review of the council's and/or staff subscriptions to other bodies** NOTED; The Parish Council is a member of both the SLCC and DALC.

FL020/25-26	**Review of policies and whether on website or not** **RESOLVED;** acceptance of the Complaints Procedure with no changes and a further review in one years' time with the document remaining on the website (all councillors already have a copy). **RESOLVED;** acceptance of the Delegated Authority in Respect of Officers with no changes and a further review in one years' time and the document not placed on the website (all councillors already have a copy). **RESOLVED;** acceptance of the Procedures for Handling Requests Made Under the Freedom of Information Act 2000 (Model Publication Scheme) and the Data Protection Act 1998 with no changes and a further review in one year's time with the document remaining on the website (all councillors already have a copy). **RESOLVED;** acceptance of the Dealing with the Press/Media policy with no changes and a further review in one year's time with the document remaining on the website (all councillors already have a copy) **RESOLVED;** The Standing Orders are to be reviewed at the June Parish Council Meeting **RESOLVED;** The Financial Regulations are to be reviewed at the June Parish Council Meeting **RESOLVED;** acceptance of the Data Protection Privacy Policy with no changes and a further review in one year's time with the document remaining on the website (all councillors already have a copy). **RESOLVED;** acceptance of the Subject Access Request Policy with no changes and a further review in one year's time with the document remaining on the website (all councillors already have a copy). **RESOLVED;** acceptance of the Code of Conduct with no changes and a further review in one year's time with the document remaining on the website (all councillors already have a copy)
FL021/25-26	**To appoint an auditor for the 2024-2025 accounts** **RESOLVED;** East Midland Audit Services Ltd be appointed as the auditor, acting independently of the council and on the basis of an assessment risk, for the 2024-2025 accounts.
FL022/25-26	**Review of the council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence** NOTED; the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England will be reviewed as part of the Audit process for 2024-2025.
FL023/25-26	**To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council** **RESOLVED,** acceptance of timetable of dates for 2024-2025 meetings (papers to be circulated to Councillors).
FL024/25-26	**Community events** NOTED; An event for VJ and VE day will take place at Holymoorside Village Hall on 29th June 2025 at 2 o'clock.
FL025/25-26	**Administration** NOTED; confirmation of the Annual Meeting of the Parish, scheduled for Wednesday 21st May 2024 at 7.00pm.
FL026/25-26	**Outside** **RESOLVED;** A Data Request is to be carried out from Derbyshire Biological Records Centre to help with a Biodiversity Audit at a cost of £78+VAT.
FL027/25-26	**Sports and Leisure**

	NOTED; A meeting is to be set up in July to include the Football clubs, Tennis club and Bowling Club.
FL028/25-26	**Items to the table** NOTED; no comments in relation to items to the table.
FL029/25-26	**Authorisation of accounts** **RESOLVED;** The payments will be deferred to the June meeting due to the Locum Clerk only commencing the role on the 5th May 2025.
FL030/25-26	**Other financial matters** **RESOLVED;** The Locum Clerk is to be added to the Unity Bank account.
FL031/25-26	**Part 2 - Confidential Business** NOTED; no business was conducted under this part of the agenda.