



## NOTICE OF MEETING OF UNSTONE PARISH COUNCIL

7 May 2024

To: The Chair and Members of Unstone Parish Council

I hereby give you notice that the Annual Council meeting of Unstone Parish Council will be held at **Moorland View, Apperknowle, S18 4BL** on **Thursday 16 May 2024 at 7.30pm.**

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following Agenda.

Members are to complete the Declaration of Interests Sheet (if appropriate) and email this to the Clerk prior to the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Emma Smith', is written over a faint horizontal line.

Emma Smith

Clerk/RFO

## AGENDA

### NON-CONFIDENTIAL

1. **Election of Chair and signing of the Declaration of Acceptance to Office**
2. **Election of Vice-Chair and signing of the Declaration of Acceptance to Office**
3. **To receive apologies for absence.**
4. **Variation of Order of Business.**
5. **Declaration of Members Interests and Requests for Dispensation**  
Members are requested to declare 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 and withdraw from the meeting at the appropriate time, or to request a dispensation. Please note that appropriate forms should be completed prior to commencement of the meeting.
6. **Confidential Item** - To determine which items, if any, on the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-  
"That in view of the confidential nature of the business about to be transacted, to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."
7. **To confirm the minutes of the Council Meeting held on 18 April 2024**
8. **To review and adopt the Council's Standing Orders**
9. **To review and adopt the Council's Financial Regulations**
10. **To review and adopt the Retention Schedule**
11. **To review and adopt the Freedom of Information Policy**
12. **To review and adopt Equal Opportunities Policy**
13. **To review and adopt the Complaints Procedure**
14. **To review and adopt the Privacy Notice**
15. **To review and adopt the Safeguarding Policy, Procedure and Guidance**
16. **To approve Code of Conduct**
17. **To approve the calendar of meetings for 2024/25**
18. **To approve membership to the Finance and Staff Working Party (Cllr Dale, Cllr Lilleyman, Cllr Rogers, Cllr Smith and Chair)**
19. **To approve the terms of reference for the Finance and Staff Working Party**
20. **To approve representatives on outside bodies**
  - (a) Dronfield Relief in Need - currently Cllr Smith
  - (b) Henry Fanshaw Education Foundation - currently Cllr Rogers
  - (c) Staveley Parochial Society - currently Cllr Hubbard
  - (d) Woodthorpe Relief Charity - currently Cllr Hubbard
21. **Matters to be considered in addition to the Annual Meeting Agenda as a decision is required before the next Full Council Meeting.**
22. **Public Participation (15 minutes allocated)**

## Reports

- (a) If the Police Liaison Officer is in attendance they will be given the opportunity to raise any relevant matter. To note the Police crime report
- (b) If a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

### 23. Chair's Announcements

### 24. To note/discuss Clerks report/correspondence received

- (a) DALC newsletter - May 2024
- (b) NEDDC Chairmans Charity Event - Brass Band Bonanza - 27 April 2024
- (c) NEDDC Chairmans Charity Event - Sunday Luncheon at Barlow Woodseats Hall - 12 May 2024
- (d) DCC - Derbyshire Flood Wardens information
- (e) Bus stop at the Travellers Rest
- (f) CCTV at West Handley
- (g) Replacement trees at Whittington Lane play area and Unstone Green (4 in total)

### 25. To note Charities Report from Unstone Parish Council trustees

### 26. Caretakers report

To note caretakers report circulated to all Councillors

### 27. Responsible Financial Officer report

- (a) To approve the payment list for May 2024
- (b) To approve the bank reconciliations for 30 April 2024
- (c) To note internal audit report
- (d) To approve Annual Governance Statement for 2023/24
- (e) To approve Accounting Statements for 2023/24

### 28. Community Hall

- (a) To discuss Community Hall blinds
- (b) To note Promotor agreement signed with Live and Local on 3 May 2024
- (c) To discuss which acts to select and dates for the events to take place
- (d) To establish a Live and Local working party

### 29. Planning Application

- NED 24/00002/FLH - Proposed extension of existing two storey garage to form granny annexe with rear balcony (revised plans) at The Hollies, Church Street, Unstone
- NED 24/00307/LDC - Application for Lawful Development Certificate for proposed erection of rear detached outbuilding with gravel drive at Summerley Cottage, Summerley Road, Apperknowle

### 30. Planning Decisions

- NED 24/00102/FL - Retrospective application for the erection of a replacement building and creation of level plant display area at Unstone Plant Centre, Main Road, Unstone - **Conditionally approved 8 April 2024**

### 31. Other Planning Matters

Appeal against building operations comprising of the erection of a building located forward of the principal elevation at Summerley Cottage, Summerley, Apperknowle (Planning application 22/00339/OD)

### 32. Planning Application circulated after the agenda was issued

### 33. Confirm the date and time of the next meeting as Thursday 20 June 2024 at 7pm

### 34. To note items for the June 2024 agenda