

# STONEY MIDDLETON PARISH COUNCIL

*Temporary Contact: Cllr Shirley Holt, The Barn, High Street, Stoney Middleton,  
Hope Valley, Derbyshire S32 4TL.*

*Tel. 01433 631051, Mobile 07740 919912*

*email [clerk@stoneymiddletonparishcouncil.org.uk](mailto:clerk@stoneymiddletonparishcouncil.org.uk)*

*Website [www.stoneymiddletonparishcouncil.org.uk](http://www.stoneymiddletonparishcouncil.org.uk)*

Unadopted minutes of the Extraordinary Meeting of Stoney Middleton Parish Council held on  
Thursday 13<sup>th</sup> August 2009.

PRESENT – Chair Cllr David Thorpe, Cllr Jennifer Bettney, Cllr Joy Fox, Cllr Shirley Holt and  
Cllr Marija Nicholson.

## MINUTE

### NO.

### ACTION

- 08/09-5227 **WELCOME MEMBERS OF THE PUBLIC TO THE MEETING**  
There were no members of the public.
- 08/09-5228 **APOLOGIES FOR ABSENCE**  
Apologies were received from, Councillor Michael Longden, Councillor Cate Hunt, Kath Potter, Peak Park Representative.
- 08/09-5229 **DECLARATION OF MEMBERS INTEREST**  
There were no declarations of members' interests.
- 08/09-5230 **PUBLIC SPEAKING**  
None
- 08/09-5231 **REPORT FROM TEMPORARY CONTACT**
- 08/09 5232 Update on arrangements for Audit.  
Councillor Holt reported that she had contacted the Audit Commission and explained that the clerk who resigned on 6<sup>th</sup> July had not kept the accounts up to date. They had agreed an extension until the end of September and that on this occasion they would waive the requirement for an internal and external audit. .
- 08/09-5233 Update on appointment of new clerk  
Councillor Holt reported that she had received 26 applications within the time limit and one after the due date. These had all been acknowledged
- 08/09-5234 **TO APPROVE THE ACCOUNTS FOR 2008/2009**
- 08/09-5235 As there is no Responsible Financial Officer it was proposed by Councillor Bettney and Seconded by Councillor Fox that Councillor Holt be appointed Acting Responsible Financial Officer from 7<sup>th</sup> July 2009 to 5<sup>th</sup> October 2009.
- 08/09-5236 The accounts for 2008/2009, which had been prepared by Councillor Holt in the absence of a Responsible Financial Officer, were approved and signed by Councillor Thorpe. Councillor Holt explained that as a considerable number of receipts and payments had been held over from 2008/09 to 2009/10 the variances on this occasion were considerable. As there were to be no internal or external audits full documentation has been provided as

attachments to the variance statements.

08/09-5237 The accounts were further complicated by the decision in spring 2008 to collect all allotment rents in advance. It was proposed by Councillor Fox and seconded by Councillor Bettney that in future invoices for allotments should be despatched during late March but payment into the bank should be delayed until April.

08/09-5238 **TO APPROVE THE DRAFT CONTRACT OF EMPLOYMENT AND JOB DESCRIPTION FOR NEW CLERK**

The draft contract of employment and job description for the new clerk were approved

08/09-5239 **TO REVUE THE FINANCIAL STANDING ORDERS**

Add to September agenda

08/09-5240 **FINANCE**

a) To authorise payment to: -.

- i. M Greaves – Payment made under Data Protection Act, 19. As no invoice had been received from Mrs Greaves in response to Councillor Thorpe’s letter this item was not actioned
- ii. M Greaves – Imprest - As no invoice had been received from Mrs Greaves in response to Councillor Thorpe’s letter this item was not actioned
- iii. Sue Lloyd – Payment made under Data Protection Act, 1988
- iv. Sherwood Foresters – Donation – Payment of £30 not sent in 2008/2009
- v. Payment to Shirley M Holt Associates for Johnston Publishing North £193.20 for Advertising
- vi. Payment to Peak Advertiser £34.50 for Advertising

08/09-5241 **THE DATE OF THE NEXT MEETING CONFIRMED AS – 7<sup>th</sup> September 2009**

08/09-5242 **THE MEETING CLOSED AT 8.45 pm**

08/09-5243 **PART 11 – EXEMPT INFORMATION**

Staff Matters

Key – Mrs J Bettney (JB), Mrs J Fox (JF), Miss S Holt (SH), Mrs M Nicholson (MN), Mr D Thorpe (DT)