**Minutes of the ordinary meeting of Darnhall Parish Council**

**Held in Darnhall Village Hall on Tuesday 17th July 2018 at 7.30pm**

Members of the public present: None

Members of the council present: Cllr Jinks (chair), Cllr Bostock, Cllr Bownes, Cllr Davenport, Cllr Langley, Cllr Sherry & Cllr Strachan.

1. **Apologies for absence**

None.

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remarks**

The 4th Darnhall Show held on Sunday 8th July at Court House farm proved to be very successful. Richard Langley was taken to hospital o the Saturday but was back in time for the show. It was a very hot day, dog show was down, crowds were same number, main ring entertainment, various food and drink, side saddle, black smith demo gave it a rural flavour, tractors, fairground, new compare, Dave Fowles due to Chris Pope not well. Cllr Jinks thanked all those who helped set up and take down the show.

1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday 19/06/18. 115/18 a change needed to be made to the finance value, this was agreed and then resolved that the council approved the minutes of the ordinary meeting held on 19/9/18.**

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 19/06/18**

* Still no bill for the 50mph on Swanlow Lane
* Guest speaker for Parish Assembly – check with Robin Wood about Chester Zoo
* GDPR – John Henry- accountant had offered to help. Find out what the £200 fee covers.
* Working group still not had meeting.
* Suggestion to change the title to “Darnhall Social Committee” to try and encourage others to join

1. **Clerks report**

* Accounts posted to external auditor
* Email sent to highways regarding over grown hedge at the bus stop
* Still sorting out the vat
* Petty cash – used £59.40 to buy ink and magnets for the outside notice board. £27.72 left in petty cash.

1. **Planning, Neighbourhood Plan (NP)**

No plans.

Richard Thresh meeting going well. Some changes needed to the draft, these will be done shortly. Everything seems on schedule. Next meeting this Thursday. Had stand at Darnhall Show which went well.

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1. **Finances**
   1. To receive the Natwest bank statement and agree the figures with the bank reconciliation. The balance at the end of June was £13,903.79 there are two cheques to be made out totalling £900.00 leaving a closing balance of £13,003.79
   2. Pay Platt White Partnership for the 2nd interim fee £600 for work to do with the Village Hall.

Also just before the meeting a third bill was given to the Clerk for payment at the meeting from Platt White Partnership for a further £300. All agreed to this being paid.

* 1. Discuss the new GDPR and the possibility of seeking further advice from John Henry

Our internal accountant who specialised in this. As discussed earlier clerk to look into what the £200 fee covers.

* 1. To receive the Barclays bank statement for the Village Hall and agree the figures with the bank reconciliation. The bank balance at the end of June was £2,473.75. WE have received £5,662.46 during the past month and spent £2,827.80 leaving a new balance of £5,308.41. Most of the money received was from the show. There is still around £1300 to be paid out for show expenses.

Deposit account had £15,856.46 plus interest added £9.24 give a new balance of £15,865.70.

* 1. To receive the Barclays bank statement for the 200 club and agree the figures with the bank reconciliation. The balance at the end of June was £398.00 Money has recently been paid into the account at a total of £1,440.00. Therefore, the new balance is £1,838.00. No prize money has been at yet.

1. **Update on the Darnhall Village Hall Project. (this item to be discussed near the start of the meeting)**

Robin Wood updated us since our last meeting.

1. We have written to Darnhall Estate. The email has been acknowledged and Robin will start to chase up shortly.
2. Richard Strachan and Dave Lamb of Platt White and Robin visited the Village hall o 19th July and agreed that it would be desirable to re-locate and replace the septic tank and drains to the area to the left of the gates as you enter the car park.

Following authorisation from Laurence Jinks, we commissioned Dave Lane to prepare a detailed spec of the work and this has been sent to the 4 builders who previously submitted tenders. We have asked to receive prices for this extra work by Friday 20th July. The Platt White fee for this work is £250 plus vat

1. It has also been agreed that the Calor Gas tank should be relocated to the same place as the septic tank. Robin will now approach them for a price.
2. Catering – we had agreed that we should review the adequacy of the present catering facilities. This has not made progress and Richard Strachan has kindly agreed to pursue this with one of his contacts.
3. Signage - Robin has a recommendation on signage and have discussed with Richard Strachan. We have identified a company who may be prepared to sponsor the sign and Richard will pursue this.
4. The preparation of the WREN application form has begun and basic info e.g. contact details, location, history, our health and safety policy our diversity & equality policy has all been typed in as has a basic description of the work that we want to do.

We now need to start work on:

* Financial performance and performance against budget
* Occupancy rates

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* Our marketing strategy to increase occupancy
* Letting rates
* Details of the members and activities of the membership committee

The final date for the form to be submitted is 13th September.

This means completion and approval of by DPC by the end of August ie only 6 weeks and there is a lot of info to be gathered and then typed in.

Conclusion.

So we are making progress and the next task is to complete collecting info for the WREN form from Sue Langley and the Village Hall Management Committee.

Clerk to book the Village Hall for 28th August for a meeting to discuss the WREN application.

1. **Allotment in Darnhall**

Cllr Davenport has received a request from a local resident.

The local resident had an allotment at Over Allotments but has had to leave as he was not local to the area. So he has asked if there are any, or will there be any in Darnhall.

Darnhall has no allotments. Question do we want/need any. Need to negotiate for land for allotments.

Clerk to contact the estate to see if any land suitable.

Clerk also to contact Winsford Town Council for rule and fees for allotments.

1. **Update on any other meetings attended by Councillors.**

There was none this month.

1. **Cllr Langley to update on Village Hall Fundraising**

The Darnhall Show has made of profit of around £2,600 at the moment but the profit from the teas has yet to come in and donation from the Star Pub.

Suggestion of entertainment in the main ring after the show for everyone to join in such as historical type school sports or slow bike race.

Animal at the show – if licences are needed look in to it.

1. **Darnhall Village Hall working group**

Need to arrange a meeting still.

1. **Items for information and discussion only**

Cllr Davenport reported the hedge over the path opposite Knobbs Farm. The hedge is now over the path. She will report this first and is nothing happens suggest the Clerk sends a letter.

Cllr Sherry reported the Darnhall Sign from Wettenhall into the village was missing. Cllr Jinks will check.

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The clerk unfortunately is going to have to hand in her notice. Due to the extra work that is now required for the role of clerk to look after the Village Hall, Parish Council and 200 club the clerk had to give up either the Darnhall Show or the Parish Council.

She has agreed to continue to work to the end of April/May. This will allow her to complete the year end accounts and send them in for audit.

Suggestion made that a new clerk be found as early as possible next year and start to take the role over in stages, may be starting with agendas and minutes.

This will be discussed further at our next meeting.

The Chairman also added that as next year is an election year he will no longer be standing on the council.

Meeting Closed at 9.20pm

Signed by the Chairman …………………………………………………………………………………………………….

Dated ………………………………………………………………………………………………………………………………

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