

MINUTES of the MEETING of the  
SOUTH DERBYSHIRE DISTRICT COUNCIL  
held at the Civic Offices, Civic Way, Swadlincote  
on Thursday 6<sup>th</sup> NOVEMBER 2014  
at 6.00 p.m.

**PRESENT:-**

**Conservative Group**

Councillor Murray (Chairman) Councillor Atkin (Vice Chairman) together with Councillors Mrs Brown, Ford, Mrs Hall, Harrison, Hewlett, Mrs Hood, Jones, Mrs Patten, Mrs Plenderleith, Roberts, Smith, Stanton, Watson, Mrs Watson, Wheeler.

**Labour Group**

Councillors Bambrick, Bell, Chahal, Dunn, Frost, Mrs Heath, Mulgrew, Pearson, Rhind, Richards, Shepherd, Southerd, Stuart, Taylor, Tilley, Wilkins

CL/62 **APOLOGIES**

Apologies were received from Councillors Bale, Lemmon and Mrs Mead

CL/63 **MINUTES OF THE COUNCIL**

The Open Minutes of the Council held on 25<sup>th</sup> September 2014 (Minute Nos. CL/41- CL/57) were approved as a true record.

CL/64 **DECLARATIONS OF INTEREST**

The Council was informed that no declarations of interest from elected members had been received.

CL/65 **ANNOUNCEMENTS FROM THE CHAIRMAN, LEADER AND CHIEF EXECUTIVE**

The Chairman of the Council, Councillor Murray, listed the events that he had attended since the last meeting of the Council. Many of these, he explained, had been within the District and involved local communities. In this context he highlighted his visit to the Castle Court care home.

The Leader of the Council, Councillor Wheeler, reminded members that Rolls Royce had announced that it was likely to make redundancies and these would include job losses at its Derby plant. The Leader called on the Chief Executive to develop a plan that would help to minimise the impact of these job losses on the District; and in particular to help people who are made redundant to find employment with other local firms. The Chief Executive agreed to do this.

The Chief Executive reminded members that the consultation period on the 'Article 4' direction, on a former brewery building in Woodville, had now ended. Following on from the consultation exercise he confirmed that the officer recommendations remained that the building ought not to be demolished.

He also pointed out that the Legal & Democratic Services Manager, Ardip Kaur, had recently qualified as a solicitor. The Council congratulated Miss Kaur on this.

CL/66 **QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

Council was informed that no questions had been received.

CL/67 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

Council was informed that no questions had been received.

CL/68 **ANNUAL AUDIT LETTER**

Council received a copy of the Annual Audit Letter for the 2013/14 financial year. This had been prepared by its external auditors, Grant Thornton. Kyla Bellingall, on behalf of the company, explained the contents of the letter and the key findings, which they had reached. She made it clear that they had issued unqualified opinions on the Council's 2013/14 financial statements and its efforts to achieve Value for Money (VFM). The auditors were satisfied that in all significant respects the Council had put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

Members discussed the letter and the external auditor's findings. They asked them to explain their conclusion that the draft accounts and papers, produced for audit, had not been to the same standard as in previous years. It was stated that the documents and information provided by the Council had been wholly adequate for their purposes, but that because of capacity issues, the services ability to prepare them in the usual way had been reduced. In response to this finding, it was confirmed that a review would now be undertaken of the accountancy function and how resources are deployed to carry out the function.

**RESOLVED:-**

***Approve the Annual Audit Letter***

CL/69 **OPEN REPORTS**

Council received and considered the open minutes of its committees.

**RESOLVED:-**

***That the open minutes of the following Committees are approved as a true record:-***

**Overview & Scrutiny Committee 10.09.2014 (OS/6-OS/13)**

**Planning Committee 16.09.14 (PL/51-PL/64)**

**Finance & Management Committee 25.09.2014 (FM/27-FM/37)**

**EDS 02.10.2014 (EDS/29-EDS/44)**

**Planning Committee 07.10.2014 (PL/67-PL/83)**

**Housing & Community Services Committee 09.10.2014 (HCS/24-HCS/38)**

**Finance & Management Committee 16.10.14 (FM/42-FM/48)**

**Licensing & Appeals Sub-Committee (LAS/68-LAS/70)**

On Minute FM/48, members queried whether the recent European Union directive on overtime payment would have an impact on the Council. This would, it was explained, need to be assessed and reported back to the Committee. It was also confirmed that the Council does carry out an annual review of equal pay and differentials within the authority.

On Minute FM/49, members discussed the terms of reference for the review of cash handling, which the Committee had asked the Overview & Scrutiny Committee to undertake. It was confirmed that this review would look at the ways in which the Council provides customer services and as part of this, it would look at the potential use that could be made of self-service cash handling machines when customers pay bills. Council was informed that the Overview & Scrutiny Committee intended to carry out this review within the next few months and report back early in the New Year. Members welcomed this and supported the review.

**Licensing & Appeals Sub Committee 21.10.2014 (LAS/68-LAS/70)**

The minutes were approved, subject to the substitution of Councillor Atkin for Councillor Watson on the list of members who constituted the Sub-Committee.

CL/70 **THE COMPOSITION OF COMMITTEES, SUB-COMMITTEES & WORKING PANELS FOR THE MUNICIPAL YEAR**

Council was informed that no changes had been made to the composition of committees, sub-committees and working panels since its last meeting.

CL/71 **COMPOSITION OF SUBSTITUTE PANELS**

Council was informed that no changes had been made to the composition of the substitute panels since its last meeting. It was noted that there were currently no formal substitute arrangements for the Audit Sub Committee.

**CL/72 REPRESENTATION ON OUTSIDE BODIES**

Council was informed that no changes had been made to the Council's representation on outside bodies since its last meeting. It was reported that the Derby and Sandiacre Canal Trust had indicated that the Council was entitled to appoint an additional representative on to it.

**CL/73 LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)****RESOLVED:-**

*That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.*

**CL/74 EXEMPT MINUTES OF THE COUNCIL**

The Exempt Minutes of the Council, held on 25<sup>th</sup> September 2014 (Minute Nos. CL/58-CL/61) were approved as a true record

**CL/75 EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NUMBER 11**

Council was informed that no questions had been received.

**CL/76 RECRUITMENT FOR THE DIRECTOR OF HOUSING & ENVIRONMENTAL SERVICES**

The Council received a report setting out the suggested process for recruiting the Director of the Housing & Environmental Services, following the departure of the existing director, Bob Ledger, to take up an appointment with another authority. Members congratulated Mr Ledger on his appointment and thanked him warmly for the work he had carried out for the Council and for his role in improving housing provision and environmental services in the District. They wished him well for the future.

**RESOLVED:-**

*Approve the proposed recruitment process for the Director of Housing & Environmental Services.*

**CL/77 ASTON ON TRENT**

Council was asked to agree a short term loan to Aston on Trent Parish Council. The circumstances for this were explained to members. It was confirmed that the loan would be paid back to the District Council within one year.

**RESOLVED:-**

***Approve the recommendations***

CL/78 **EXEMPT REPORTS**

Council received and considered the Exempt Minutes of its committees.

**RESOLVED:-**

***That the Exempt Minutes of the following Committees are approved as a true record:-***

***Overview & Scrutiny Committee 10.09.2014 (OS/14-OS/15)***

***Planning Committee 16.09.14 (PL/65-PL/66)***

***Finance & Management Committee 25.09.2014 (FM/38-FM/41)***

***EDS 02.10.2014 (EDS/45-EDS/47)***

***Planning Committee 07.10.2014 (PL/84-PL/96)***

***Housing & Community Services Committee 09.10.2014 (HCS/39)***

***Finance & Management Committee 16.10.14 (FM/59-FM/64)***

The meeting terminated at 6.50pm

Councillor P. Murray

CHAIRMAN OF THE DISTRICT COUNCIL