

**Minutes of the Meeting of WINSTER PARISH COUNCIL held on Monday 2nd March 2020 in the Jubilee Room, Winster.**

**Present:** Cllr D Crutchley (Chairman (DC), Cllr A Cooper (AC), Cllr R Knox (RK), Cllr C Newton (CN), Cllr D Robinson (DR) Cllr A Stone (AS) Cllr S Wood (SW)

In attendance: 4 members of the public:

Miss A Higton (Locum Clerk/RFO) (AH)

**PART 1**

**40/20 Apologies** : As all Councillors were in attendance there were no apologies.

**41/20 Variation of Order of Business:** None

**42/20 Declaration of Members Interests:** The no declarations of either pecuniary or non-pecuniary interest were given. .

**43/20 Public Speaking**

a) Ms A Dale – Wished to comment on an item on the agenda namely Planning Application NP/DDD/0120/0101. It was RESOVLED to suspend Standing Orders for this item to permit public participation.

b) Ms J Hinsliff – Spoke to the parking issues on East Bank Winster and that due to inappropriate parking in the event of an incident emergency vehicles would not be able to obtain access.

**RESOLVED:** to draft a notice for inclusion in the village magazine explaining the difficulties encountered.

Ms A Dale indicated that she had seen notices from Derbyshire Fire and Rescue Service that had been placed on vehicles reminding owners/drivers of the difficulties encountered in an emergency.

**RESOLVED:** that the Locum Clerk would contact Derbyshire Fire and Rescue Service with a view to obtaining a template of the notice and the approval of the DFRS to post them on vehicles inappropriately parked on West Bank.

c) Ms W Kirton - Wished to speak on an item on the agenda namely the Outdoor Gym Project.

**RESOVLED** to suspend Standing Orders for this item to permit public participation

d) Cllr A Cooper - A large pothole had appeared on East Bank. Cllr Stone agreed to report this to DCC by way of the on-line reporting system. Councillors and parishioners were reminded that this reporting system was available to all and would speed up repair actions without the delay of wating to report at a Parish Council meeting.

Cllr Cooper agreed to look into the handrail at the Woodhouse Lane play area and as the

posts affixed to this were already noted to be in poor condition and appeared to be rotting it would be prudent if this also required replacement, to undertake works on both at the same time. Cllr Copper agreed to report back at the next meeting when it was likely that the entire rail and post area would have been replaced.

There were also issues with the wall at The Dell. Cllr Cooper agreed to contact DCC Highways in this respect and report his findings back to the next Parish Council meeting.

e) Cllr S Wood - Cllr Indicated he had in fact been able to attend the Playing Fields Association meeting prior to his recent illness and the he had raised the matter in question, and this had been approved by the PFA.

f) Cllrs D Crutchley, R Knox, C Newton, D Robinson and A Stone had nothing to report that would not be covered under agenda items.

**44/20 Minutes** : The Minutes of the Council Meeting held on the 3rd February 2020 were accepted as a true record and signed by the Chair.

Proposed: Cllr AS Seconded: Cllr AC

#### **45/20 Matters Arising**

a) 24/20 The Locum Clerk had made representations to DCC in respect of HGVs using West Bank and excessive speeding in the area. A response is still awaited

b) 26/20 It was RESOLVED to defer the Parish Statement until the next meeting of the Parish Council due to other pressing matters. It was noted that this statement contains some factual inaccuracies and did not appear to consider the community's aspirations and views. it was further noted that most Parish's statements were of a similar nature.

**46/20. To Determine which Items if any from part 1 of 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.**

**In view of the confidential nature of items 62 to 64 to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Administration to meetings) Act 1960, s1, in order to discuss the item.**

**RESOLVED** The item to be dealt with under Part 2 of the Agenda.

#### **47/20 Chair's Announcements**

a) The locum clerk's draft Contract of Employment was circulated and noted. Both parties then signed the same.

b) Discussion took place following a recent sink hole appearing in the churchyard and whether the Parish Council or the Parochial Church Council had responsibility for it. AH was tasked with contacting ICCOM to confirm the legal responsibilities. It was further noted that many of the headstones in the churchyard were leaning and may have to be made safe.

c)The Chair thanked all councillors for their efforts in ensuring the security of the land affected by the sink hole especially Cllr Cooper who indicated that he would wait for the land to settle before infilling.

d)Following the recent meeting with Tanbury Limited in respect of the pathway between the flats and the children's play area Tanbury had provide two estimates a) £58,800 plus VAT and b) £19,788 +VAT. Councillors considered that both of these estimates are too great a burden to the Parish and Cllr Newton agreed to look into what grants may be available to the Parish Council if they chose to undertake the works directly.

**RESOLVED** that this item be placed on the agenda of the next Parish Council meeting.

Tanbury Limited had informed the Parish that the next stage of the building works would involve the use of a crane to put in place the first-floor concrete joists and this would by its very nature cause disruption.

**RESOLVED** to ask Tanbury to keep residents informed of dates and times of working.

e) The Chair thanked Cllr Robinson for alerting the Parish Council to the issue of the land drain on the Woodhouse Lane playing fields. Cllr Cooper had investigated and was of the understanding that the drain had been installed when the path had been put in. It was

**RESOLVED** that this would be an agenda item at the next Parish Council meeting.

#### **48/20 Report of the Locum Clerk:**

a) The Locum Clerk indicated it had been a very busy month and she was working up to the 20 contracted hours.

**RESOLVED** that if additional hours were worked and could be accounted for, they should be paid at plain time.

b) AH thanked Councillors for their support during her learning curve with the Parish and especially in respect of the burial ground and queries received.

c) AH indicated she had received correspondence in respect of reimbursements to be submitted and indicated as she did not have the necessary paperwork she was unable to find what this related to. Councillors indicated this related to item 59/20.

d) AH agreed to contact DCC in relation to the cost of this for 2019-2020 and also contact DDDC with a view to requesting payment for the amount set in the precept with any amendments either way to be repaid at a later date.

e) Copy of reconciled bank statement was circulated to all Councillors and signed as correct.

f) AH indicated she had contacted Brian Wood who had acted as internal auditor in the previous year, and he had agreed he was willing to undertake this role in 2020 at the same cost as last year, if required. It was **RESOLVED** to appoint B Wood as Auditor for 2019-2020.

g) AH was tasked to contact the substantive clerk to obtain the information necessary to produce year end accounts along with burial records to enable her to carry out her functions in this respect.

h) AH indicated she was dealing with matters and they came up and was using last year's

agenda and minutes to attempt to ensure all matters were accounted for.

#### **49/20 Finance**

##### **Accounts for Payment**

Payee Reason for Payment Amount Payable  
R D Greatorex Clerk/CLNS Sick Pay £227.64  
R F Purslow Parish Warden £29.31  
A J Highton Locum Clerk £192.00  
HMRC Employees income tax £105.00  
Southern Electric Electricity WCs £33.30  
2Commune Website Domaine Name £180.00

**RESOLVED** That payments listed are approved for payment

Copies of the reconciled income and expenditure from 1 October 2019 to 1 March 2020 were circulated for information and noted.

#### **50/20 Co-option of Parish Councillor**

The closing date for applications is 27 March 2020 with a view to the co-option process taking place at the April Parish Council meeting.

#### **51/20 Grazing Licences**

The closing date for expressions of interest is 14 March 2020.

#### **52/20 Winster Market House Lease**

The Lease has now been completed and all payment made.

**53/20 To consider planning application NP/DDD/0120/0101. Single detached barn adjacent to B5056 opposite historic Ore House. Proposed change of use from agricultural building to holiday cottage.**

Members of the public indicated that they were against the application on the grounds of design and appearance as well as the overabundance of holiday cottages already in the village.

**RESOLVED** to submit an objection along the lines of the original objection when the previous application was made for the site as there were no fundamental changes to the application.

#### **54/20 Derbyshire Children's Holiday Centre – Request for Financial Assistance**

AH was tasked with contacting Derbyshire Children's Holiday Centre to ascertain if any children within the Parish benefited from the donation made last year.

#### **55/20 Parish Survey & Highways Issues**

Cllr DR spoke to the Parish Survey the findings of which had been collated A copy to be

made available to the Parish website. He also wished to thank Katrina Gilling who had set up the online survey and assisted in the collation of the same. The major areas of concern were shown to be traffic speed, parking difficulties and the weight and volume of traffic in the village. DR indicated he needed time to fully analyse the findings and produce an Action Plan with Key Priorities. Once this was in place it was the intention to have Parish Council representatives on all community groups within the village.

Cllr CN spoke on his recent meeting with Mr S Allcock of DCC Highways during which issues including residents parking was discussed but it was felt as there was a cost impact to this, and it was not something that would be taken forward. Consideration had also been given to extending the white lining outside the village shop and on Woodhouse Lane to reduce congestions. Councillors also indicated that they may give consideration in future to speed detectors and it was noted that a parishioner had indicated they would cover the cost of one unit.

Cllr CN agreed to phone and write to Steve Alcock at DCC Highways to advance the above items and report back to the Parish Council.

#### **56/20 Outdoor Gym Project:**

M Lester spoke on the prospective village gym project and requested formal support from the Parish Council.

Cllr DC indicated that letters of objection had been received by the Parish on the grounds of parking and that other sites would be more appropriate. An objection had also been received to the proposed skateboard park which was not part of this project.

ML indicated that to access grant funding she would require copies of the Parish Insurance. As this is a public document AH agreed to furnish this via email. ML was asked to provide a written report on the project with costing to be presented to the Parish Council before a formal response could be given as it was their understanding that ML would require the Parish Council to purchase the equipment on her behalf in order to reclaim VAT on the same. AH was tasked with contacting PDNP to find out if planning permission would be required for the gym.

**57/20 Cemetery Regulations and Review of Fees 2020** : It was agreed to defer this item until the next meeting due to time pressures.

#### **58/20 Grounds Maintenance: Winster Common and Woodhouse Lane 2020**

AH to Contact DCC and obtain a copy of the invoice for 2019-2020. Buying into the service deferred until next Parish Council meeting due to pressure of time and additional areas of land being under consideration for the service.

**59/20 Correspondence** : Previously circulated via email and hard copies.

**60/20 Date of Next Meeting** – Monday 6th April 2020

Signed..... Date: