

Minutes of the Meeting of WINSTER PARISH COUNCIL held on Monday 8th June 2020 remotely as per The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

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

In attendance: 3 members of the public

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

61/20 Apologies

Apologies were received and accepted from Cllr A Cooper

62/20 Variation of Order of Business:

It was RESOVLED that Co-option of New Parish Councillor be brought forward to be brought forward to item 63.

63/20 Co-option of Parish Councillor:

It was RESOVLED to Co-opt Jade Roper as Member of Winster Parish Council.

Cllr Roper then

- a) Signed the Declaration of acceptance of office
- b) Signed the Councillors Code of Conduct
- c) Completed the and signed the register of Members Interests

64/20 Declaration of Members Interests:

No declarations of either pecuniary or non-pecuniary interest were given.

65/20 Public Speaking

a) Cllr C Swindell (DDDC) indicated he had been sending out information via electronic media during the current Covid-19 situation and the only addition to this is that DDC were still looking into if/when markets and public WCs would be opened.

b) Ms J Hinsliff – Enquired as to why the temporary traffic lights were still in place near The Miners Standard as the works appeared to have been completed some time ago. It was RESOLVED to contact County Councillor Simon Spencer regarding this question and also noting that there had been incidences of properties being ‘clipped’ by lorries prior the installation of the same and could anything be done with regard to permanent traffic calming in that area.

c) Ms A Dale spoke on

- a) The beauty of the common land and its wild flowers now it is has not been mowed to the current Covid-19 situation
- b) HGVs using East Bank. One of which had backed into a wall and another had damaged a vehicle. It was RESOLVED to incorporate the Parish Councillors concerns in the correspondence to Cllr Spencer.
- c) The renovation of the Old Chapel and the amount of traffic this may bring to East Bank and the potential for works traffic to use Common Land as a parking area. Councillors indicated that they had made their views known to Peak Park and DDDC previously and that a Traffic Management Plan should be put in place as part of the Planning Process.

Cllr Crutchley spoke regarding the recent sinkhole which had appeared in the churchyard and discussions took place on whether this was the responsibility of the Parish Council as no documents handing over the same could be located. It was RESOLVED to write to the Parochial Church Council to indicate the lack of any evidence to the contrary the responsibility for this remains with the PCC.

It was further RESOLVED that Cllr Newton write to Steve Allcock DCC Highways chasing up the proposed traffic management improvements provision discussed

Tall leylandii trees at the junction of Winton Road are overhanging into the highway and causing difficulties for users of the same. It was RESOLVED to write to the occupiers asking if they would cut them back.

66/20 Minutes:

The Minutes of the Council Meeting held on the 2nd March 2020 were accepted as a true record and signed by the Chair.

Proposed: Cllr DC Seconded: Cllr SW

67/20. To determine which Items if any from 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 78 to 80 to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s1, in order to discuss the item.

RESOLVED The item to be dealt with the public excluded

68/20 To Approve Parish and Parish Council Meetings Schedule 2020-2021

The following dates for 2020-2021 were RESOLVED

- Monday 6 July 2020
- Monday 3 August 2020
- Monday 7 September 2020
- Monday 5 October 2020
- Monday 2 November 2020

Monday 7 December 2020
Monday 4 January 2020
Monday 8 February 2021
Monday 8 March 2021
Monday 12 April 2021 Parish Meeting 7.00 pm followed by a Parish Council Meeting

69/20 Chair's Announcements

The combination of the Covid-19 situation and the disruption caused by the substantive clerk's absence on ill health grounds have made Council business very difficult and time consuming to deal with. The Chairman thanked Councillors and the Locum Clerk for the sterling work they have done to keep matters moving forward.

Cllr Crutchley indicated he would be standing down as Chair following the July meeting of the Parish Council due to personal reasons.

Cllrs DR and CN also thanked DC for all his hard work over the last 3 months.

70/20 Report of the Locum Clerk:

The Clerk indicated she had spoken with Derbyshire Fire and Rescue Services who informed her that the notices they placed on vehicles blocking the highway were specific to DFRS and were not for circulation to Parish Councils.

Derbyshire Childrens Holiday Centre – The Clerk had ascertained that no children from the parish had benefitted from this scheme. It was RESOLVED not to make a donation to the organisation at this time.

71/20 Finance

Accounts for Payment

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| R Greateorex Sick Pay | Confidential |
| A Highton Salary | Confidential |
| Parish Warden Salary | Confidential |
| HMRC – Income tax | Confidential |
| Locum Clerk Stationery | £26.87 |
| 2Commune – Website Domain | £180.00 |
| ICCM Membership | £95.00 |
| DALC Annual Membership | £335.86 |
| Peak Parishes Forum | £12.00 |
| C Moses – HR Consultancy | £360 |
| Water Plus – WCs | £45.28 |
| D Crutchley - Stamps | £7.80 |
| DALC – Training | £50.00 |
| E Smith - Salary | Confidential |
| P Street – Salary | Confidential |
| Came and Co – Annual insurance | £779.29 |

RESOLVED That payments listed are approved for payment. It was noted that due to the currently unprecedented circumstances some payments have had to be made in advance of the meeting and retrospective permission was given in these cases.

Copies of the reconciled income and expenditure from 1 March 2020 to 31 May 2020 were circulated along with bank statements supporting the same and were noted.

72/20 To consider the Establishment of a Staffing Committee and Associated terms of Reference

It was RESOLVED to establish a staffing committee consisting 3 Councillors namely Cllrs RK, SW and AS and it was further RESOLVED to adopt the NALC standard terms of reference for the same.

73/20 To consider the adoption of an Attendance Management Policy

It was resolved to adopt the NALC model attendance management policy.

74/20 To consider planning application

No applications received since last meeting of Parish Council.

75/20 Allotments

As interest had been received from a Parishioner in working the disused allotment land. It was RESOLVED that the Clerk obtain a copy of the allotment licence and the matter be taken forward at the next Parish Council meeting in respect of land clearance and timescales etc.

76/20 Florence Gladwin Close Woodhouse Lane Site

Following discussion and in the absence of Cllr AC it was RESOLVED to defer this to the next Parish Council meeting. Cllr SW agreed to obtain a materials quotation in the interim.

77/20 Correspondence:

Previously circulated via email and hard copies.

CN agreed to draft a response to property owners who appeared to be encroaching on common land. Chair to send when draft agreed.

Members of the public then withdrew

78/20 To Approve the CONFIDENTIAL Minutes of Council meeting held on 2 March 2020

The Minutes of the Council Meeting held on the 2nd March 2020 were accepted as a true record.

Proposed: Cllr DC Seconded: Cllr SW

79/20 to consider interim arrangements for covering Clerk's responsibilities during his absence: an update

Cllr Knox indicated that two attempted meetings with RG had not come to fruition. This matter now comes within the remit of the Staffing Committee and they will offer dates for a meeting.

80/20 To consider process for dealing with parishioners Complaint; an update.

Deferred until next meeting of Parish Council.

81/20 Date of Next Meeting – Monday 6th July 2020

Signed..... Date: