

Minutes of the Meeting of WINSTER PARISH COUNCIL held at 7pm on Wednesday 3rd March 2021 remotely in accordance with 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 S Wood, Cllr D Greatorex & Cllr J Plant.

In attendance: Mr R D Greatorex (Clerk & RFO) and 53 members of the public.

21/21 Welcome to Appointed Members

The Chairman welcomed Cllr D Greatorex and Cllr J Plant appointed to Winster Parish Council by Derbyshire Dales District Council by virtue Section 91(1) of the Local Government Act 1972 following the resignation of Cllr R Knox, Cllr C Newton, Cllr D Robinson and Cllr J Roper to provide sufficient resilience until an election or co-option can take place and those elected or co-opted have taken up office.

22/21 Apologies

Apologies were received and accepted from Cllr A Cooper.

23/21 Variation of Order of Business

None.

24/21 Declaration of Members Interests

None.

25/21 Public Participation

Resident 1 raised objection to item 19 Proposed Scheme of Delegation.

Resident 2 reported on the achievements of the Outdoor Gym Group which had raised approximately £20k to date.

Resident 3 echoed the same objection raised by Resident 1.

Resident 4 echoed the same objection as Resident 1 and 3.

Resident 5 as Project Leader for the Outdoor Gym Group gave her final report including confirmation that A Cooper had been appointed to provide the surfacing under the new equipment and erect benches and noticeboard provided as part of the project. Thanks, was also expressed to the council for its support towards the project.

Resident 6 raised objection to item 6 Co-option to fill Casual Vacancy.

Resident 7 echoed the same objection raised by Resident 1, 3 & 4.

Resident 8 echoed the same objection raised by Resident 1, 3, 4 & 7.

Resident 9 reported on a meeting recently between the members of the council who had recently resigned, the CEO and Director of Director of Corporate and Customer Services at Derbyshire Dales District Council.

26/21 Co-option to Fill Casual Vacancy

Following the resignation of Cllr Crutchley the casual vacancy was advertised and as no election was called the Returning Officer directed the council to fill the vacancy by co-option. In accordance with the councils Co-option Policy the vacancy was advertised 20th January 2021 and two applications had been received.

Resolved That the co-option to fill the casual vacancy be deferred until the Annual Meeting.

27/21 Minutes of the Council Meeting held on 4th January 2021.

The Clerk clarified that the minutes were produced by the former Locum Clerk Mrs J Jackson. As Cllr Greateorex and Cllr Plant were not present at the last meeting, they abstained from this item.

Resolved That the minutes 4th January 2021 be received unsigned.

28/21 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 13 & 21 to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions of Meetings) Act 1960, s1, in order to discuss the items.

Resolved That items 13 & 21 be dealt with the public excluded.

29/21 Chairman's Announcements.

None.

30/21 Clerks Report.

Response to queries to External Audit 2019/20 – completed – see 11(e)
Prepared claims for 2019/2020 & 2020/21 reimbursable expenditure – completed
Chased unpaid invoices 2019/2020 & 2020/21
2021/2022 Budget/precept preparation
Pot hole reported to DCC – Leacroft Road x 2, East Bank x 1, Elton Road x3 - repaired
Blocked gullies reported to DCC – East Bank x 2 and Wensley Road x2– cleared
Grit bin opposite Lyndhurst, West Bank, refill request to DCC
Street Light No.80956 fault reported to DCC - Elton Road – repaired
Damaged WINSTER sign at Bank Top reported to DCC – repaired
Reported to DCC rocking manhole B5056 below Pike Hall Lane junction
One interment at Winster Cemetery arranged.
Liaised with DDDC re: temporary appointments
Advertised casual vacancies
Advertised Co-options
Removal of stray sheep from cemetery
Purchase of Zoom licence

Resolved That the report is noted.

31/21 Finance

(a) Approval of Payments	
RF Purslow (Wardens salary) #	CONFIDENTIAL
HMRC (Tax up to 5/1/21) #	CONFIDENTIAL
R D Greatorex (Clerks salary) #	CONFIDENTIAL
J Jackson (Locum Clerks salary) #	CONFIDENTIAL
HMRC (Tax – Feb) #	CONFIDENTIAL
(# Payment issued previously in accordance with Financial Regulations)	

Resolved That the above payments listed made in accordance with Financial Regulations are approved retrospectively.

Personnel Advice & Solutions Ltd (HR advice) (VAT £60.00)	£360.00	(717)
E Smith (Cleaning – December)	£75.00	(718)
Open Spaces Society (Membership)	£45.00	(719)
PFK Littlejohn LLP (External audit 19/20) (VAT £40.00)	£240.00	(720)
DM Payroll Services Ltd (Payroll half year)	£66.00	(721)
DM Payroll Services Ltd (re-run M2 payroll)	£12.00	(721)
Derbyshire County Council (GM 19/20) (VAT £1103.28)	£6619.69	(722)
Derbyshire County Council (GM 20/21) (VAT £1142.56)	£6855.35	(722)
P Street (Bus shelter cleaning)	£9.00	(723)
2commune (Website hosting, email account) (VAT £87.00)	£522.00	(724)
E Smith (Cleaning – January)	£75.00	(718)
Wicksteed Leisure Ltd (Outdoor gym) (VAT £3275.65)	£19653.90	()
DALC (Annual Subscription)	£352.00	(726)
SSE (PT energy) (VAT £1.58)	£33.30	(727)
R D Greatorex (Clerks expenses)	£179.43	(728)
E Smith (Cleaning – February)	£50.00	(718)

Resolved That the above payments are approved for payment.

(b) Income Received	
Winster Outdoor Gym (Gym project)	£207.00
T Greatorex & Sons FD (D Roskilly-ERB, 1 st int & admin)	£753.00
Public Toilet Honesty Box	£20.45
DDDC (reimbursable exp 2019/20 2020/21)	£4474.00

Resolved That the income listed is noted.

- (c) To Consider the Parish Estimate 2021/2022.
The Clerk & RFO presented his report and proposed budget for 2021/22 which members were asked to consider.

Resolved That:

- (1) a surplus of £4000 is carried forward to 2021/22 as a general reserve.

- (2) the Budget of £27411 for 2021/22 is approved
- (3) projected income £3428 including reimbursable expenditure during 2021/22 is noted
- (4) a precept of £17500 is levied to fund council services 2021/22 and the billing authority is confirmed accordingly.
- (5) earmarked reserves listed in the report are noted
- (6) earmarked reserves are used for the purposes set out in the report
- (7) the three year projected forecast set out in the report is noted.

(d) To Consider on-line Banking

Members were asked to consider on-line banking.

Resolved That the item is not pursued at the current time.

(e) To Receive Final External Auditor Report and Certificate 2019/2020.

On 29 November 2020, the external auditor issued a report detailing the results of their limited assurance review of Sections 1 and 2 of this authority's Annual Governance & Accountability Return for the year ended 31 March 2020. The external auditor explained that they were unable to certify completion of the review at that time. The external auditor is now in a position to certify completion of the review.

The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows: On the basis of their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in the external auditors opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting the external auditors opinion which we draw to the attention of the authority: The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.

Resolved That:

- (1) The External Auditors Report 2019/20 is received.
- (2) It is noted that requirements have been satisfied in accordance with The Accounts and Audit Regulations 2015 (SI 2015/234) as amended by the

Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404).

(f) Budget Appraisal and Risk Assessment

Resolved That all decisions taken in good faith. No new Risk Assessment or insurance items received.

32/21 ROSPA Audit Report

Resolved That the item is deferred until the May meeting.

33/21 Decision Notices into Member Conduct and Recommendations of the Hearing Panel.

Resolved That the item is deferred until the May meeting.

34/21 Planning Decision Notices

NP/DDD/1120/1114 - To extend existing agricultural entrance from 4.5m to 7.3m Land at Clough View Farm Main Road, Wensley. **Granted Conditionally.**

NP/DDD/1120/1077 - Listed Building consent - Installation of replacement windows and repairs/modification to some window openings. Carpenters Cottage, Main Street, Winster. **Refused.**

NP/DDD/1120/1078 - Construction of a timber-built firewood log store in rear garden. Carpenters Cottage, Main Street, Winster. **Granted Conditionally.**

NP/DDD/0920/0837 – External stairway and access door to first floor of garage. Clough Lodge, Winster. **Granted conditionally.**

Resolved That the above planning decision notices are received.

35/21 To Consider Planning Application Number - NP/DDD/1220/1194 Winster Methodist Church, East Bank, Winster. Development Description - S.73 application for the removal or variation of condition 2 on NP/DDD/0619/0665

Resolved That the application is recommended for approval.

36/21 Correspondence

J Welch – Land to rent
ICCM – Newsletter Feb 21, Recruitment Service, training
Payroll Services – HMRC Late Payment Notice
DALC – Training reminder, vacancies, notes from meeting with MHCLG, notes from chair/clerks meetings, Funding bulletin, Guidance on possible

return to in person meetings, Jan, Feb newsletter, Training courses for 2021, Local elections to go ahead, Parkinson Partnership Finance Courses
DDDC – Various bin updates, Weekend lockdown, Licensing Act 2003 – Review of Alcohol, Entertainment and Late Night Refreshment Licensing Policy, Temporary Appointments
DCC – New local health apps, Minor Maintenance Claim, Covid facts not fiction campaign, Community news x2
F Hewett – Conversion of historic buildings
E Lee – what3words
PPPF – Management committee minutes, Letter to MP's
Noticeboard Company – Maintenance free wood effect noticeboards
BHIB – Year end accounts
Ice Watch – Gritting service
Ruth Smith – Online arthritis support
Mallatite Traffic Safety – Slow down
Glasdon – Winter maintenance equipment
G Grove – Allotments
PDNPA – NP/DDD/1220/1169 – Variation of use of existing single storey attached barn, currently used as store and workshop to be used as kitchen diner to main house. Painters way Farm, Painters Way, Winster. Withdrawn.
NP/DDD/0520/0424 – Listed Building Consent Wet dash render to west facing exterior gable end of house. Rock View, East Bank, Winster. Withdrawn.
C Farrell – 20's Plenty for Derbyshire
A Savage – Census 2021 Awareness
The Local Government Boundary Commission for England – Boundary review
PDNPA – Various press releases, Parishes Bulletin
I Foster – Allotments
CADD – Coronavirus Impact Report
Terrain – Introducing Safecouncil.uk
OSS – January Commons and Planning
A Rawlence – Interpretation Boards
Came&Company – Tell us how we are doing, Insights
SJL Landscapes Ltd – Grounds maintenance and grass cutting 2021
C Young – Neighbourhood plans
London Hearts – Parish & Town Councils £200 grants
R & M Welch – Allotments
G Lester – 2021 Annual Parish Meeting
Calor Gas – 3 weeks until applications open
G Bawldwin – Allotments
Winster Mag – Statement for Magazine

Resolved That the correspondence listed is noted.

37/21 Policies and Procedures Review

Resolved That the item is deferred to the May meeting.

38/21 Scheme of Delegation

Resolved That the item is deferred to the May meeting.

39/21 Arrangements for Annual Parish Meeting

Resolved That the 2021 Annual Parish Meeting be arranged to take place after the by-election which is anticipated to take place on 6th May 2021.

40/21 Grounds Maintenance Contracts 2021

Resolved That the 2021 contracts be offered to Vertas on the same service levels as in previous year's.

Mr Greatorex (Clerk & RFO) left the meeting before consideration of the next item.

41/21 Parishioners Complaint

Resolved That Cllr D Greatorex is appointed to investigate the complaint

Meeting closed 20:15

Signed..... Date.....