

# WINSTER PARISH COUNCIL

Acting Clerk & Financial Officer Lesley Brown

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## Minutes of a meeting of Winster Parish Council held on Monday 10<sup>th</sup> January 2022 in the Burton Institute, Winster,

Present: Cllr Frederickson (Chair); Cllrs. Brown, Hatfield, Robinson, Wood, Randles. Lesley Brown (Acting Clerk) Trisha Dale (Newly Appointed Clerk), Spencer Nixon (Police Community Support Officer), 4 members of the public.

No.	Item	Action										
1/22/1	<b>Apologies</b> Received from Cllr Cooper											
1/22/2	<b>Declaration of Interests</b> None											
1/22/3	<b>Appointment of new Clerk/RFO</b> Trisha Dale was duly appointed to take over as permanent Clerk/RFO to Winster Parish Council as soon as the handover from the current Locum Clerk/RFO has been completed.											
1/22/4	<b>Public Speaking</b> Spencer Nixon reported that he would look into the Community Speedwatch Programme as no news had been received. He gave details of 'Derbyshire Alert' a line of communication through which residents can report problems. Forms were left for people to sign if they wished to be part of the scheme. Cllr Randles gave her details as main contact. Cllr Brown raised the problem of HGV traffic driving through the village. Spencer Nixon offered to send forms requesting details of offending vehicle to facilitate the haulier responsible being contacted. It was reported that the gate to the Play Area needs a repair as the spring does not function and the 'No Dogs' sign needs to be replaced. It was reported that most grit bins are empty and one is broken. Cllr Wood offered to see to these issues.	<b>SW</b>										
1/22/5	<b>Approval and Ratification of the Minutes of the previous meeting</b> The Council resolved to accept the minutes of the meeting held on Monday 6 <sup>th</sup> December 2021 as a true record of that meeting. Proposer Cllr Hatfield, seconder Cllr Wood.											
1/22/6	<b>Finance &amp; Administration</b> a) Authorisation and payment of invoices Councillors had received a list of income and payments due. The following payments were approved. <table border="1"><tbody><tr><td>DM Payroll Services</td><td>66.00</td></tr><tr><td>HMRC</td><td>50.40</td></tr><tr><td>Emily Smith (Toilet Cleaning December)</td><td>75.00</td></tr><tr><td>Lesley Brown (Locum Clerk salary December)</td><td>300.00</td></tr><tr><td>Lesley Brown (Expenses: Ink cartridge)</td><td>16.64</td></tr></tbody></table>	DM Payroll Services	66.00	HMRC	50.40	Emily Smith (Toilet Cleaning December)	75.00	Lesley Brown (Locum Clerk salary December)	300.00	Lesley Brown (Expenses: Ink cartridge)	16.64	
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	<b>TOTAL</b>	<b>508.04</b>	
	<p>b) Budget Report &amp; setting of Precept  Cllr Frederickson reported on the difficulties faced by Winster Parish Council with regard to financial monitoring over the past year. In addition to incomplete records and documents, WPC has had 3 Locum Clerks. Therefore, compiling a Budget Report has been difficult. It was recommended that the current Precept of £17,500 should be increased by 5% for the upcoming financial year. This was approved. Cllr Frederickson stated that WPC needs a new Internal Auditor for the next Audit. David Mitchell has offered to do the work and it was agreed that he should be appointed.  It was also agreed that the current payroll agreement should be terminated and that the new Clerk should take on the task.</p> <p>c) Market House Lease Renewal  Councillors agreed the Lease should be renewed. A meeting with Rachel Herbert from the National Trust has been offered for Tuesday 18<sup>th</sup> January 2022 at 9.30 to discuss terms for the future. Cllrs Hatfield, Brown and Wood agreed to attend. The Clerk will confirm this with RH.</p>		<p><b>MH,DB, SW Clerk</b></p>
1/22/7	<p><b>Planning</b>  NP/DDD/1121/1283 – Consultation request. Minor changes at Dower House, Main Street, Winster. No objection  NP/DDD/1121/1174 has been withdrawn.  NP/DDD/1121/1183 has been withdrawn.</p>		
1/22/8	<p><b>Working Party Reports</b>  <u>Communications</u>  Cllr Randles has gained access to the 2Commune website and uploaded several documents. Councillor’s names and Audit Documents need to be uploaded. Approximately 506 documents remain on the old website, of which 200 will need to be transferred to the Netwise website, including an up to date list of WPC Policies. It was agreed that Minutes from the last 2 years should be posted. The deadline for the new website was given as 14<sup>th</sup> February and it should go live from the beginning of March 2022.</p> <p><u>Environment</u>  Cllr Robinson has been planning work for the spring, including specification for Open Spaces Management, to be completed before the start of the mowing season. A tree Maintenance Contract and Parish-on-Line Asset Management software will be worked out together with the Clerk.  The issue of dog fouling needs to be raised and Cllr Robinson suggested arranging a meeting with villagers to consider measures which would improve the situation.  Cllr Randles suggested looking into possible grants for environmental projects.</p> <p><u>Traffic</u>  Cllr Brown reported that the improvements to the footpath on Leacroft will be put into the budget and that he would check that this will include wheelchair access.  An e mail has been received from Highways regarding matters from 2 years ago. Ref. F868298 concerned the widening of the pavement and erection of railings by the school. Ref.868308 concerned the erection of a traffic mirror at the junction with Main Street. Cllr Frederickson requested that the Traffic Working Party should present a clear forward</p>		<p><b>DR/Clerk</b></p> <p><b>DR</b></p> <p><b>DB</b></p>

	<p>plan and response to the rather negative response from Highways. It was agreed that the sign to the Village Shop should be removed from the top entrance to the village.</p>	
1/22/9	<p><b>Chairman's Report</b> Cllr Frederickson proposed that the Parish Council should ask for suggestions from villagers as to how they wish to celebrate the Queen's Platinum Jubilee in June. This was approved.</p>	
1/22/10	<p><b>Clerk's Report &amp; Correspondence</b></p> <p>The Clerk reported the death of Lewis Rose on Friday 7<sup>th</sup> January. Lewis Rose served on many organisations on behalf of Derbyshire Dales and was the longest serving councillor on Derbyshire Dales District Council. He stepped down from office in 2019.</p> <p>Notice has been received that B5056 will be closed from 7<sup>th</sup>-11<sup>th</sup> February due to tree felling work being carried out.</p>	
1/22/11	<p><b>Parish Matters &amp; Maintenance</b></p> <p>a) Allotments Cllr Wood reported that 13 plots have been measured out and he is in the process of contacting applicants. A rental agreement has been finalised. A payment of £60.00 per plot per annum was approved. Proposer Cllr Wood, seconder Cllr Brown. Work can now start on the plots allocated. Payments will be due on April 1<sup>st</sup>.</p> <p>b) Snow Warden Update Cllr Cooper was not present. The Clerk reported that 2 people had expressed willingness to take on the task if necessary.</p>	
1/22/12	<p><b>Casual Vacancy for 1 Parish Councillor</b> 2 applications were received. Votes were taken and John Geddes was duly co-opted onto Winster Parish Council. The Acceptance of Office was signed.</p>	
1/22/13	<p><b>Date of next meeting</b> The next meeting of Winster Parish Council will take place on Monday February 7<sup>th</sup> 2022 at 7pm in the Burton Institute.</p>	