

# WINSTER PARISH COUNCIL

Clerk & Financial Officer: Trisha Dale

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## MINUTES OF ORDINARY MEETING: 4<sup>th</sup> July 2022, 7pm in the Burton Institute, Winster.

*These minutes are hereby approved as a true and accurate record of the above meeting following Resolution of the Council at its monthly Parish Council meeting on 12<sup>th</sup> September 2022*

Signed ..... Chair of meeting

In attendance: Cllr. Frederickson (Chair), Cllr Hatfield (Vice Chair), Cllr. Robinson, Cllr. Brown, Cllr. Wood, Cllr Randles, Cllr Geddes

Also Present: Clerk/RFO Trisha Dale, 2 members of the public.

| No.      | Item  |
|----------|---|
| 07/01/22 | <b>Apologies</b><br>Apologies received from Cllr. Cooper  |
| 07/02/22 | <b>Declaration of Interests</b><br>None received or noted   |
| 07/03/22 | <b>Reports:</b><br>A: County Councillor's Report: None this month<br>B: Borough Councillor's Report: None this month<br>C: Police Report: Whilst there was no report this month PCSO Carly Mattison informed the Clerk that speed checks have been scheduled for July with an update to be given at the next meeting.<br>D: Chair's Report: None this month   |
| 07/04/22 | <b>Public Speaking</b><br>Resident 1:<br>As a representative of the Winster Jubilee Event Group, thanked the Clerk for all support obtaining event funding. Additional funding has provided surplus funds along with a collection on the day raising £137.00, and this money will be split and shared between Secret Garden and Carnival Events.<br>Resident 2:<br>Thanked Cllr Robinson for all the conservation carried out within the village. The village is looking good for residents and visitors. Consequently, the resident was able to advise a family holidaying in the village to enjoy a walk around the paths with fruit trees, and the holidaymakers were thrilled. Cllr Robinson thanked the resident, and as the Councillor is part of a team behind this work, Cllr Robinson will pass on the thank you to the other team members.<br>Expressing a desire to stop the use of weed killer down the side of walls and paths, as this impacts on wildlife. Woodhouse Lane has adopted this approach and are seeing the benefits. Over the last few days Humming Bird Hawk Moths have been seen with the wildflowers, which has been wonderful to watch.<br>This then raised the issue of ginnels which are being overrun and damage is being caused to the tarmac. Clerk would like to consider a community consultation of the ginnels with regard to wild flowering. Regarding the tarmac repairs Clerk to contact DDDC. |

|  | <p>Concerns raised regarding affordable housing, following Robert Coggins update from a previous meeting, having met with former residents of Winster who unfortunately had to move out due to the housing situation but who would desperately like to come back. Concerns that any survey does not take into account the views and reasons why some individuals/families have had to move away, concentrating on current residents only. The Council believe, following the meeting with Robert Coggins, that former residents, if requested, could be included in future surveys.</p> <p>The concerns were heightened by the recent withdrawal of requested planning permission (ref 07/09/22 A ii)). These concerns are shared with the Council, the initial request was for two homes but this was rejected based on a 10-year-old survey. A council working group is being set up to look into these issues. (ref 07/08/22 O)</p>   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
|--|--|--|-----------------|--|------------|--------------|------------|-------------------|-----------|---------|------------|--|--|---------------------------------------|------------|---------------------------|-----------|------------------------|--------|---------------------------------|------------|
| 07/05/22                               | <p><b>Members Questions to the Chair</b></p> <p>Cllr. Randles raised the matter of the school service for pupils attending Highfield School. The issues relate to buses being late, and actually driving passed waiting children or missing pickups. As a consequence of this pupils, through no fault of their own, are being marked as late attendees. Both the bus service and school have been contacted. The bus service provider, Hulleys, put this down to a new driver not familiar with the route. Whilst it is appreciated that on Leacroft it can be difficult to see the bus stop, due to parked cars, this shouldn't be a reason for it continuing to happen. The Council would like to see this issue resolved, and additionally a notification system set up to communicate any late arrivals. A text message could be sent to a nominated individual who then passes on to other parents notifying if the bus is going to be late and the estimated time of arrival. It was agreed that a letter from the Council to be issued to the Bus Service Provider.</p> <p>The Chair was asked to consider urgent repairs to the pathway down to the orchard/gate to field. A number of people have fallen due to a drain gully not being visible as it is now completely overgrown. Cllr. Robinson to gain quotes for work required as a matter of urgency due to the hazard this is causing.</p> |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| 07/06/22                               | <p><b>Minutes of Last Meeting and Matters Relating Thereto</b></p> <p>A: The minutes of the previous Parish Council meeting held on 6<sup>th</sup> June 2022 were considered, the minutes were then approved. (Prop MH. 2<sup>nd</sup> MR, unan).</p> <p><i>Resident left the meeting.</i></p>   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| 07/07/22                               | <p><b>Finance</b></p> <p>A: To note the Council's monetary assets: Bank of Scotland, the Chair of the meeting examined, approved and arrange to signed the bank reconciliation and latest current account statements.</p> <p>Resolved (Prop DF, 2<sup>nd</sup> SW, unan)</p> <table border="1"> <thead> <tr> <th></th> <th>Current Account</th> </tr> </thead> <tbody> <tr> <td>Balance brought forward 1st April 2022</td> <td>£28,747.95</td> </tr> <tr> <td>Total Income</td> <td>£21,085.00</td> </tr> <tr> <td>Total Expenditure</td> <td>£7,286.54</td> </tr> <tr> <td>Balance</td> <td>£42,546.41</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>Last Statement Balance 10th June 2022</td> <td>£44,498.50</td> </tr> <tr> <td>Less un-presented cheques</td> <td>£2,012.09</td> </tr> <tr> <td>Add uncleared deposits</td> <td>£60.00</td> </tr> <tr> <td>Available Balance 4th July 2022</td> <td>£42,546.41</td> </tr> </tbody> </table> <p>B: To approve and instruct the payment by cheque, of presented invoiced items, including the following:</p>  |  | Current Account | Balance brought forward 1st April 2022 | £28,747.95 | Total Income | £21,085.00 | Total Expenditure | £7,286.54 | Balance | £42,546.41 |  |  | Last Statement Balance 10th June 2022 | £44,498.50 | Less un-presented cheques | £2,012.09 | Add uncleared deposits | £60.00 | Available Balance 4th July 2022 | £42,546.41 |
|  | Current Account  |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Balance brought forward 1st April 2022 | £28,747.95   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Total Income                           | £21,085.00   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Total Expenditure                      | £7,286.54  |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Balance                                | £42,546.41   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
|  |  |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Last Statement Balance 10th June 2022  | £44,498.50   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Less un-presented cheques              | £2,012.09  |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Add uncleared deposits                 | £60.00   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |
| Available Balance 4th July 2022        | £42,546.41   |  |                 |  |            |              |            |                   |           |         |            |  |  |                                       |            |                           |           |                        |        |                                 |            |

- i) T. Dale – Salary and expenses- £397.00
- ii) F. Purslow – Salary plus expenses of £7.30 - £312.30
- iii) Burton Institute-Room hire from April 2019 – March 2022 - £1,063.50
- iv) A. Rawlence – Jubilee Celebration - £500.00
- v) E. Smith – Cleaning - £60.00
- vi) RoSPA – Play Areas inspection - £168.00

The following belated invoices received:

- i) A.R. Cooper Builders Ltd – Repairs to Car Park and opposite wall at Top Bank - £396.00
- ii) Water Plus ltd – Water Supply to Public Toilets - £18.81
- iii) S. Wood – Gardening Services (Maintenance) - £120.00

Payments agreed and endorsed. (Prop, DF, 2<sup>nd</sup> MH, Unan)

C: Noted the income and receipts of the Council:

- i) DDDC - Precept - £18,375.00
- ii) DDDC – Jubilee Funding - £500.00
- iii) R. Lee - Allotment Payment - £120.00
- iv) Ashmore Pringle Rent - £120.00
- v) Westhill Rent - £776.00
- vi) Jepson Funeral Director - £327.00
- vii) A. Willis, Purchase of burial plot - £327.00
- viii) Bank Compensation - £100.00
- ix) A. Waterfall – Allotment - £60.00

All income and receipts noted and agreed (Prop DF, 2<sup>nd</sup> MR, unan)

D: Following a brief discussion it was resolved that purchase and services required with a valuation under £25,000 to obtain quotes rather than use the tender process. However, the Council reserved the right, should they agree it is required, for any single purchase or service to use the tender process. (Prop DF, 2<sup>nd</sup> JG, unan)

07/08/22

**Council Matters:**

A: Cllr Brown asked the Council to consider outdoor games (for example, noughts and crosses, Jenga, chess) for the play area, Woodhouse Lane. That he was happy to sponsor, that it could be trialled initially. The games to be removable therefore no costs for installation. The intention would be to place the games Saturday morning, then removing and put back in to storage Sunday evening, which Cllr Brown was happy to take responsibility of. It was suggested that residents close to the area would be happy to act as custodians, Cllr Brown to speak with them. A couple of issues were raised. Placement by the play area would prevent children already using the area for ball games, and following discussion it was agreed to site the games by the outdoor gym equipment. The other issue raised was insurance, are we currently covered for such items? Clerk to check with insurance company. If not and an additional cost incurred of less than £100 Clerk instructed to action.

(Prop DF, 2<sup>nd</sup> DR, unan)

B: Following on from the last meeting where it was agreed that refreshing the footpath and repairs to Woodhouse Lane to be funded by Public Rights of Way Grant – minor repairs for footpath and/or bridleways. Cllr. Robinson to obtain quotes.

C: Following the RoSPA inspection of Woodhouse Lane Play Area, Councillors to consider the recommendations. Councillors to visit the area and draw up a priority

list. It was suggested that in the interim anything, other than the slide, climbing frame, roundabout and swings, that is rotten should be removed for the time being as future plans are being discussed for the Play Area (ref 07/08/22 F).

To review the matting, and possible repairs as a priority and to consider the need to remove and fix the bench currently in situ.

D: Considering the recommendations in the RoSPA report for Top Bank, it was agreed as an interim measure for health and safety to remove the swing leaving only the frame in place until such time repairs can take place. (Prop DF, 2<sup>nd</sup> MH, unan)

E: A quote received from RoSPA gym equipment. £70 plus vat for 5 items, with additional items £3.50 each was deliberated, it was agreed that the Clerk contacted RoSPA to challenge the costs as they would have had no extra expenses other than the time taken, as already on site. Clerk to add to next agenda.

F: Playground replacement and funding were discussed. Councillors have been liaising with the Playing Field Committee in connection with funding, requirements and the possibility of have a joined-up approach. With the aim of ensuring each area offers different facilities, no unplanned duplication and supporting each other with their individual aims. It was recommended that a joint working group was set up, with the Council offering to facilitate, to come up with a strategy setting out aims, objectives, road map also cover funding options.

The Council estimate that at present the requirements to update Woodhouse Lane Play Area would be in the region of £20,000, with the hope of obtaining 80% funding from Tarmac Landfill, the Council funding a portion of the remaining 20% and the gap in funding being supported by local organisations or village fund raising events.

Funds may be available from Secret Gardens, which review beneficiaries in Autumn, and Winster Wakes.

In order for this project to be successful, work needs to commence, it was proposed an initial joint meeting to be held in September.

The Council is fully supportive but if unfortunately, there is a risk to the Councils objective, the Council reserves the rights to precede independently.

G: Cllr Randles updated the council on the Parish Council Emergency Plan.

Following review of the plan it was found to be repetitive, tedious, bureaucratic and over the top, also prior to the introduction of GDPR. The document was set up not for public use but to cover emergencies such as flooding. The proposal is to reduce the content, identify owner and provide a minor update. Also, to consider identifying village contact/s (volunteers) for cases of emergencies. (Prop DF, 2<sup>nd</sup> DR, unan)

H: No update this month on allotments.

I: The preparation of letters to be send to residents regarding dog fouling has commenced. The letters will be issued along with free dog bags and a map of Winster showing all the available bins. There will also be a laminated sign for display in the village shop. Running alongside this a version for Holiday Homes is being produced, this will tie in with the Please Use Our Shop campaign.

Chair thanked Cllr. Randles.

J: A brief update on Management Plan – The plan is on track with Contractors in late July performing the cut and collect.

The working group are hoping to gain some funding from the Secret Gardens and Winster Wakes for wildflower seeds.

Currently an exercise, whilst out walking, is taking place collecting Yellow Rattle

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|          | <p>seeds.</p> <p>Consideration has taken place to the wild flowering of Leacroft, where there are the large trees. DDC are considering the pruning of the trees in this area and hopefully next year the contract for general mowing of the area will change to wild flower maintenance.</p> <p>K: Councillors to contact Cllr Spencer for an update following a commitment to support traffic measures, including by the village school.</p> <p>Cllr Brown provided Clerk with a list of residents interested in speed camera training. Clerk to email local police for an update.</p> <p>The Council received an email from a resident concerning traffic issues entering the village at the Poor House end, as due to visitors parking it was impossible to pass. The resident requested that the Highways Department be contacted to add double yellow lines as a long-term solution and in the interim the positioning of cones to prevent parking. Council instructed that the parking issues are a Police Traffic Management and as such it would be for the Police authority to place cones. Clerk to contact the Local Police to alert them of this matter and request the positioning of cones. Evidence needs to be obtained to support both requests. Recognising it is now too late to photograph the situation at the time, Clerk to ask resident to photograph future issues. Furthermore, access from the other end of the road was also raised, as it is becoming difficult to see the road ahead due to vegetation growth and a Portacabin that was only expected to be temporary. Cllr Frederickson to contact Peak Park.</p> <p>L: A brief discussion took place about a response for the PDNPA local Plan review/survey. As this is complex and vital to putting the views of the Council across it was agreed that a working group would meet on the 11<sup>th</sup> July to review. Time of meeting to be arranged. Prior to response being uploaded to PDNPA website.</p> <p>M: Post Clerk reissuing communication "Well Being Funding" providing up to £2,000 to support children and or young adults, the Council contacted the Primary School, to advise this was available and if there was anything this would benefit. No response has been received as yet, Cllr. Hatfield to contact the school.</p> <p>N: It was agreed at the April Parish Council Meeting wordage and permitted spend for the Public Toilet Sign, however the costs was underestimated, Cllr Brown asked the Council to agree a spend of up to £80.00. (Prop DF, 2<sup>nd</sup> JG, unan)</p> <p>O: It was agreed a working group for affordable housing to be established, with the first meeting to be held in September. Item to be added to the next agenda.</p> <p>P: The Clerk was instructed to add Remembrance Day to the next agenda to discuss and agree Council contribution.</p> <p>Cllr Robinson asked about the situation regarding Peppercorn rent. This was discussed at the Finance meeting with the Clerk to establish when this was last paid and Cllr. Frederickson to speak with the previous contact/s.</p> <p>Clerk advised the Council, email received from ICO regarding a request under the Freedom of Information Act, sent on the 7<sup>th</sup> August 2021. Clerk to work with Councillors to understand the history in order to respond to the complainant.</p> |
| 07/09/22 | <p><b>Planning</b></p> <p>A: The following was discussed, considered and instruction given to the clerk to report the Council's views:</p>  |

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|          | <p>i) NP/DDD/0422/0545 - Briar Cottage, Main Street, Winster. - Listed Building consent - Proposed replacement of front door at Briar Cottage, which is attached to Heathcote House. – <b>NO OBJECTION</b></p> <p>ii) NP/DDD/0322/0414 - Land off Wensley Road, Wensley Road, Winster. - New build semi-detached property to provide affordable housing for sale. Application withdrawn. - <b>NOTED</b></p> <p>B: Noted planning decisions as notified by the Peak District National Park Authority:<br/>None this month.</p> <p>i) NP/DDD/0322/0442 - The Manor, Underwood House, Main Street, Winster - Proposed roof-mounted solar panels to rear elevation - <b>GRANTED</b></p> |
| 07/10/22 | <p><b><u>Correspondence &amp; Circulars:</u></b><br/>Correspondence received and pre-circulated to Members by email, unless otherwise indicated, including the following, noted:</p> <ul style="list-style-type: none"> <li>i) DDDC – £150 Energy Rebate</li> <li>ii) PDNP – New Chief Executive</li> <li>iii) DALC – News Letter, Road Closures</li> <li>iv) DDC – Community News</li> <li>v) Open Spaces – May update, AGM meeting</li> <li>vi) Public Sector Executive – Along the Green Brick Road, Reaching Net Zero</li> <li>vii) Rural Services – Bulletins, Funding Digest</li> </ul>   |
| 07/11/22 | <p><b>Items for the Village Magazine</b><br/>Article on Winster Wakes<br/>.</p>   |
|          | <p><b>Next Parish Council Meeting</b></p> <p>A discussion took place regarding August Parish Council meetings, it was resolved that in both this year and following years no meetings would be scheduled for August. Clerk to update Standing Order suitably. (Prop DF, 2<sup>nd</sup> JG, unan)<br/>Clerk informed the Council due to personal commitments, would be unavailable for the first Monday in September. It was agreed to defer the meeting till the following week.</p> <p><b>The next Parish Council Meeting will take place at 7.00pm on Monday 12th September 2022, at the Burton Institute, Winster.</b></p> <p><b>Meeting closed at 8.50pm.</b></p>               |