

WINSTER PARISH COUNCIL

Clerk & Financial Officer: Trisha Dale

Ivy Dene, Main Street, Birchover DE4 2BN

clerk@winsterparishcouncil.gov.uk

MINUTES OF ORDINARY MEETING: 9th January 2023, 7pm in the Jubilee Room, 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 6th February 2023

Signed Chair of meeting

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

Also Present: Clerk/RFO Trisha Dale, 1 member of the public.

No.	Item	Action Point
01/01/23	Apologies Apologies received from Cllr. Robinson.	
01/02/23	Declaration of Interests None	
01/03/23	Reports: A: County Councillor's Report: None this month. B: Borough Councillor's Report: None this month. C: Police Report: In PC Carly Mattison absence the Clerk updated the following: Speed Cameras have been recalibrated allowing for speed checks to be carried out week commencing 9 th January 2023 as you enter Winster by the School. Data collected will be sent to Crest, Parish Council to request a copy to support work around traffic calming issues. Once the Speed Watch Group and co-ordinators have received a session on the "Golden Rules" a Roadside session can be actioned. The Council were requested to advise residents to report any instances of cold calling to the police so that an accurate picture of the situation can be recorded and reported. The Council will provide an article for the Village magazine to include methods on how to report instances. There have been no further reports received on HGV's breaching the weight limit up to Wensley and/or Winster recently. D: Chair Report: None this month	AP – Clerk, DF AP - DB
01/04/23	Public Speaking The Clerk was thanked for reformatting the agenda. The council were asked for an update on notice signs for donations at the Village Toilets. The council were able to confirm signs were put in place that morning. Further signs will be added, it was highlighted to not miss putting signs on the back of the toilet doors in the ladies.	AP - JG
01/05/23	Members Questions to the Chair Following a communication from Derbyshire Fire & Rescue regarding community risk management plan, the chair was asked how to raise concerns and involve other likeminded Parish Councils so that the parish council is not a lone voice. There were a number of concerns raised regarding difficulties in recruitment, staffing issues, manning covering weekdays only with weekend callout (which it's felt could be a serious risk), site locations, lack of consultation on strategy and re organisation. The Chair requested that the	

	<p>Councillors document concerns and forward, upon receipt the Chair will contact ex Chief Fire Officer for advice. Clerk to share the document with other Parish Councils for their views/input. Clerk to add to next agenda.</p> <p>The Council were advised that further complaints had been raised about the signage on East Bank. The Council had responded agreeing that further action and signage is required and that a proposal has been sent to Highways. However, the Council are aware that getting Highways to take these proposals seriously will be a big challenge and will be a lengthy process. Any documented evidence, including photographs where possible, will support the Council in obtaining a long-term solution.</p>	AP – JG, DF, Clerk																														
01/06/23	<p>Minutes of Last Meeting and Matters Relating Thereto A: The minutes of the previous Parish Council meeting held on 5th December 2022 were considered, after minor change the minutes were approved. (Prop DF, 2nd MH, unan).</p>																															
01/07/23	<p>Finance A: To note the Council's monetary assets: Bank of Scotland, the Chair of the meeting examined, approved and arranged to sign the bank reconciliation and latest current account statements.</p> <table border="1"> <thead> <tr> <th></th> <th>As at 9th January 2023</th> <th>As at 5th December 2022</th> </tr> </thead> <tbody> <tr> <td>Balance brought forward 1st April 2022</td> <td>£28,747.95</td> <td>£28,747.95</td> </tr> <tr> <td>Total Income</td> <td>£22,915.86</td> <td>£22,372.86</td> </tr> <tr> <td>Total Expenditure</td> <td>£25,688.57</td> <td>£24,454.68</td> </tr> <tr> <td>Balance</td> <td>£25,975.24</td> <td>£26,516.13</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Last Statement Balance as at 1st December 2022</td> <td>£27,552.12</td> <td>£28,034.73</td> </tr> <tr> <td>Less un-presented cheques</td> <td>£1,576.88</td> <td>£1,518.60</td> </tr> <tr> <td>Add uncleared deposits</td> <td>£0.00</td> <td>£0.00</td> </tr> <tr> <td>Available Balance 9th January 2023</td> <td>£25,975.24</td> <td>£26,666.13</td> </tr> </tbody> </table> <p>To note Total Expenditure, Balance, less un-represented cheques, adjusted by £60.00 for expenses from previous months not captured.</p> <p>B: To approve and instruct the payment by cheque, of presented invoiced items, including the following:</p> <ul style="list-style-type: none"> i) T. Dale – Salary and expenses - £379.00 ii) Emily Smith – Cleaning- £100.00 iii) Waterplus – Utilities - £18.41 (paid by Direct Debt) <p>The Clerk explained that following production of the monthly accounts and agenda, notice was received that a payment from DCC for £50.00 was received. The Clerk asked if this is payable to the Playing Fields Committee and if so, were the Council happy for this to be included for payment. The Council believes that this is the case but wished this to be confirmed by Cllr. Robinson, on confirmation Council happy for payment to be included.</p>		As at 9th January 2023	As at 5th December 2022	Balance brought forward 1st April 2022	£28,747.95	£28,747.95	Total Income	£22,915.86	£22,372.86	Total Expenditure	£25,688.57	£24,454.68	Balance	£25,975.24	£26,516.13				Last Statement Balance as at 1 st December 2022	£27,552.12	£28,034.73	Less un-presented cheques	£1,576.88	£1,518.60	Add uncleared deposits	£0.00	£0.00	Available Balance 9th January 2023	£25,975.24	£26,666.13	
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	<p>Payments agreed and endorsed. (Prop, DF, 2nd DB, Unan)</p> <p>C: Noted the income and receipts of the Council:</p> <ul style="list-style-type: none"> i) CO-OP Funeral Care - £371.00 ii) Jepson Funerals -£172.00 <p>D: 2023/24 Budget/Precept. Shortly prior to the meeting the Clerk shared the draft budget for 2023/24 with the Council. (see Annex A). Financially it has been another hard year with price increases across the board due to the economic climate, inflation increases and similar factors. The Council were asked to consider the draft budget that has been produced as lean as possible, and includes the additional costs of the Parish Council Elections for this year, to mitigate the costs to residents. The budget provides for an overall increase in precept of 9% which is below inflation. A discussion took place as to the possibility of increasing the budget further to cover other costs that could be incurred if the council were to agree/endorse other projects/upgrades within the village. It was also discussed that an additional increase would assist in increasing the reserves so future yearly increases would be minimised. Against this, it was also discussed to use the reserves to cover the additional costs including those of the election, it was felt that the reserves are and have been in place for use on specific requirements, for expansion of the cemetery/burial ground, repairs to property etc. which are all currently active projects. Clerk explained that having spoken to other Parish Councils there are various approaches, some Councils not increasing the budget but using reserves to cover costs, other increasing at various percentages. And that it is difficult to align a standard approach as all Councils have specific issues/projects affecting decisions, for example one council doubled their budget/precept request last year and are still increasing precept by a further 5%. The discussion/debate ended with the council agreeing to the proposed budget, understanding that it will be tight and that no additional projects/upgrades etc could be considered this year unless other avenues of funding were available or are covered by the reserves. Clerk to complete Precept application.</p> <p>(Prop, MR, 2nd JG, Unan)</p>	<p>AP - Clerk</p>
<p>01/08/23</p>	<p>Council Matters:</p> <p>A: An update was given on the timescales for Woodhouse Lane, covered by Public Rights of Way Grant. Work is expected to be completed by March 2023. It was clarified that the quote and work required for this year will only cover half of the actual repair work required. It was suggested that after further remedial work (see item B below) the 2023/24 Public Rights of Way Grant scheme could be used to finalise the remainder of the work required. Clerk to add to future agenda.</p> <p>B: Work is currently underway to provide a quote for the main footpath repairs including replacement of two pipes (not those in A above). It is expected the repairs will take place post April 2023.</p> <p>C: The update on tightening of bolts to Outdoor Gym Equipment was deferred to the next meeting. Clerk to add to agenda.</p> <p>D: A brief update on Playground replacement was given, the process of quotes and funding is continuing. The Council was asked for authorisation to officially approach local companies on the PCs behalf to ask if they would donate towards the cost of the playground.</p> <p>(Prop DB, 2nd JG, unan)</p> <p>The project has received a donation of £500.00 from Secret Gardens,</p> <p>E: Update on the management Plan was deferred to the next meeting, it was</p>	<p>AP - DB</p>

	<p>agreed at a prior meeting that an item would be placed in the magazine with seeking views from residents concerning the wild flowering of Leacroft verge. Clerk to forward article to village magazine.</p> <p>In addition, it was suggested that another drop-in session could be arrange to discuss the Wild Flower project and other initiatives such as traffic issues, cold calling. Clerk to add to the next agenda.</p> <p>F: All Grit Bins have now been labelled, eleven are owned by the Parish Council although some have been damaged and will be replaced. Whilst completing this exercise an additional grit bin was discovered and has been added to the list. All bins have now been filled.</p> <p>G: There have been no incidents of vehicles travelling through Winstor over the permitted weight reported to either the Council or Police. A lot of work has taken place to reach this point. Cllr Randle has been in contact with HR Directors, Head of Customer services and others to resolve the situation. This has also been supported by PC Carly Mattison visits, giving notice that it could be reported to trading standards. It was suggested that an article be written and included in the Village Magazine to share the actions taken. The issue regarding the kerb on the B5056 passing the Miners Standard is still causing issues. This issue to be discussed again with Highways to confirm they are responsible, with corrective action to take place.</p> <p>H: Update on quote for the repairs to the Toilet door and possible funding from Property Reserve deferred to next meeting. Clerk to add to agenda</p> <p>I: For the update on “no cold calling zone” in the area. (see 01/03/23 C: Police Report) In addition an article alerting residents, supporting a No Cold Calling zone and asking for resident’s assistance in reporting instances to be produced for the village magazine.</p> <p>J: The wording for Allotment/Grazing notices were discussed and agreed. Clerk to proceed with communications.</p> <p>K: There were no urgently required items to discuss. It was however noted that May Bank Holidays cover the first two Mondays in May and therefore due to this the Parish Council meeting should be held on Tuesday 2nd May this year.</p>	<p>AP - Clerk</p> <p>AP - Clerk</p> <p>AP – MR</p> <p>AP – DB</p> <p>AP - Clerk</p> <p>AP – DR</p> <p>AP - Clerk</p>
01/09/23	<p>Planning:</p> <p>A: The following was discussed, considered and instruction given to the Clerk to report the Council’s views.</p> <p>Although no requests were presented prior to the agenda being issued. Four requests were received shortly after with a closing date 1st February 2023.</p> <p>The Council agreed to include for consideration as the closing date is prior to the next meeting.</p> <ul style="list-style-type: none"> i) NP/DDD/1122/1486 - Heathcote House, Main Street, Winstor. Erecting a greenhouse in the garden. (No Objection) ii) NP/DDD/1222/1581 - Carpenters Cottage, Main Street, Winstor. Listed Building consent, Installation of internal timber framing with kingspan-type insulation with finish to consist of plastered cement board (to be tiled and painted) and timber boards. Replace existing concrete floor with new concrete floor to include damp proof membrane and insulation. (No Objection) iii) NP/DDD/1222/1582 - Carpenters Cottage, Main Street, Winstor. Listed Building consent. Remove timber window frame and glass 	<p>AP - Clerk</p>

	<p>and block up window opening with limestone rubble and lime mortar. (No Objection)</p> <p>iv) NP/DDD/1222/1592 - The Manor, Thornton House, Main Street, Winster. Garden redesign incorporating an existing shed and proposed greenhouse plus a change to the rear gate. (No Objection)</p> <p>B: Noted planning decisions as notified by the Peak District National Park Authority:</p> <p>i) NP/DDD/0822/1077 - Carillon, Main Street, Winster. Demolition of rear 1970s conservatory and new replacement conservatory to match existing size and style and retention of the existing satellite dish. GRANTED</p>	
01/10/23	<p>Correspondence & Circulars: Correspondence received and pre-circulated to Members by email, unless otherwise indicated, including the following, noted:</p> <p>i) DCC – Community news ii) Rural Services – Various. iii) DDDC – Council Home energy efficiency Grants iv) DALC – Newsletters, Provisional local government finance funding settlement 2023/24. v) Sarah Dine/ACRE – The Platinum Jubilee Hall funding.</p>	
01/11/23	<p>Items for the Village Magazine: Annual Allotment vacancies, Tenders for Grazing Land to Let, Tenders for Ground Maintenance, Cold Calling Zone, HGV's travelling through Winster.</p>	AP – Clerk, DB, MR
	<p>Next Parish Council Meeting</p> <p>The next Parish Council Meeting will take place at 7.00pm on Monday 6th February 2023, at the Jubilee Room, Burton Institute, Winster.</p> <p>Meeting closed at 8.15pm.</p>	

Winster Parish Council 2023/24 Budget

Category	2022-23 Spend	2022-23 Estimate c£	2023/24 Budget c£	Comments
Admin expenses	£45	£100	£120	Tender Advertising
Audit	£1,753	£1,753	£350	Include payments for challenges received
Cleaning	£737	£877	£900	
Staff Salaries	£6,026	£7,348	£7,650	
HMRC Tax	£199	£239	£250	
Loan	£328	£328	£0	
Membership & Subscription	£593	£600	£600	
Payroll	£66	£132	£140	
Rental	£1,727	£2,000	£950	Include payments proper to previous years
S137	£200	£200	£200	Christmas Tree & Wreath
Training	£80	£80	£100	
Utilities	£1,269	£1,332	£1,000	Includes late payment fees
Website	£457	£500	£500	
Miscellaneous	£80	£100	£100	
Election Costs	£0	£0	£1,800	2023 Elections
Village maintenance	£2,495	£2,764	£250	Bollards & Carpark Repair
Insurance	£1,169	£1,169	£1,200	
Management Plan/Grounds Maintenance	£8,190	£8,190	£8,250	
Playing Fields/Play & Outdoor Gym Areas Inspection	£256	£256	£260	ROSPA Inspections
Total	£25,670	£27,968	£24,620	

Reserves				
General	£5,000	£5,000		
Burial Ground	£15,000	£15,000		
Maintenance	£5,000	£5,000		
Property	£3,438	£2,316		Bollards funded
Income		2022/23	2023/24	
Precept	£18,375			
Reimbursement	£0	£2,235	£2,235	
Cemetery/memorials	£1,715	£2,000	£1,000	
Land Rent	£896	£896	£896	
Allotments	£480	£480	£480	
interest	£20	£20	£20	
donations/project	£0	£0	£0	
Honesty Box	£23	£24	£24	
misc.	£364	£364	£0	
Total	£3,498	£6,019	£4,655	
	Precept request		£19,965	
		2022/23 Precept	£18,375	
		Variation	£1,590	
		Variation	9%	

	2022/23	2023/24	
Precept	£18,375	£19,965	
No of households	258.9	257.15	
Band D Charge	£70.97	£77.64	9%
Weekly	£1.36	£1.49	
Daily	£0.19	£0.21	

Items identified to be considered over the next three years

- i) Drainage repairs to the path at the pond
- ii) Clearing of silt from Cattle Grid
- iii) A new path from Florence Gladwin close to the playground
- iv) Removal of fence, lighting, tarmacking and barrier by school
- v) Maintenance of benches or replacements
- vi) Replacement door and redecoration of Public Toilet
- vii) Tree Planting & maintenance in the village
- viii) Street Lighting
- ix) Replacement of playground equipment
- x) Burial Ground extension