

North Wingfield Parish Council

Minutes of the Meeting of North Wingfield Parish Council, held on Tuesday 16th November 2021 in the Community Resource Centre, Whiteleas Avenue at 7.00pm.

In attendance:

Cllr N Barker
Cllr J Barry
Cllr G Blamire
Cllr D Edinboro
Cllr J Fisher
Cllr J Lilley
Cllr M Smith
Cllr M Stanley
Cllr K Turton
Cllr P Williamson

In attendance

Y Colverson (Clerk)
4 members of the public were present

Councillors were reminded that the Parish Council cannot lawfully decide any matter which is not specified in the summons of a meeting. *Longfield Parish Council v Wright (1918) 88 Lj Ch 119*

BUSINESS

Public Participation

Cllr N Barker formally thanked Rachel Hammond for playing at the Remembrance Day service and on Armistice Day at the war memorial. This was very much appreciated by all who attended.

01/11/2021. Apologies for absence – to receive and approve apologies for absence and reasons given.

None received

02/11/2021. To receive declarations of interests - Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with North Wingfield Parish Council's Code of Conduct.

Cllr N Barker, Cllr J Barry and Cllr J Lilley declared an interest in item 06/11/2021, planning, as they serve on the planning committee of North East Derbyshire District Council

03/11/2021. Minutes - To approve and sign minutes of the meetings held on 19th October 2021

RESOLVED That these minutes are approved as a true record of the meeting held on 18th October 2021

04/11/2021. Parish Clerk's Report -

Action taken following the Parish Council meeting held on Tuesday 19th October 2021

Dark Lane Pavilion

We received a quotation for an asbestos survey to be carried out on the pavilion, £495 + VAT. As this quote was below the £1,000 required for three quotes, I have arranged for this work to be carried out on Thursday 25th November.

The Scouts are allowing the football teams to use the scout hut for changing facilities until the issues with the pavilion are resolved.

Staffing – all three members of the maintenance team have been off sick. One returned to work on Monday 15th, however on light duties as he is still a little weak due to Covid.

Christmas Trees – Large tree will be delivered to Houltts on Friday 3rd December.

Lamp post trees will be installed on, or before, 1st December and will be set to flash between 5pm – 10pm

Three trees for the school have been ordered and will be delivered as soon as available

RESOLVED That this information is received

05/11/2021. Exclusion of Public –

Cllr N Barker moved that item 07/11/2021 a (b) be moved to confidential session, consideration of quotations.

RESOLVED That item 07/11/2021 a(b) is moved to confidential session

06/11/2021. Planning

To consider planning policies, applications and appeals received and resolve to submit comments where appropriate. *[Town and Country Planning Act 1990, Sched. 7, para.8]*

Application Number: 20/01214/RM

Proposal: Reserved matters application (access, appearance, landscaping, layout and scale) for the construction of 141 dwellings on land designated Phase 4 pursuant of outline application 17/00296/FL (Major Application)(Amended plan/amended title/additional information)

Address: Land on the West side of Chesterfield Road Holmewood

RESOLVED That no comments or objections were made

07/11/2021 Items for Consideration and Decision

a. Staffing review

- a. Council were asked to consider, and resolve if appropriate, to undertake a review of all Parish Council staff, the HR Committee to form a sub-committee to oversee this process

Cllr N Barker moved that this project be undertaken in order to ensure staffing levels are appropriate for the Council's future plans

All in favour

RESOLVED That the HR Committee will form a sub-committee to carry out this project, Cllr J Barry replacing Cllr K Turton due to Cllr Turton having a personal interest in staffing issues.

b. Finance and General-Purpose Committee – Minutes of the Finance and General-Purpose committee meeting held on 26th October 2021 were circulated

The committee recommend for approval a draft budget and precept request figure as discussed at their meeting and as detailed on a Precept report that had been circulated

Councillors requested that this item be deferred to the December meeting and more information be circulated for consideration

RESOLVED That this item will be deferred to the December meeting

c. Events Committee – Model Terms of Reference for the new Events Committee has been circulated, members were asked to consider these and adopt if appropriate

Cllr J Barry moved to adopt these terms of reference

All in favour

RESOLVED Terms of reference are adopted for the new Events Committee

08/11/2021 Items for Information Only

a) Correspondence

- i. NEDDC – Invitation to attend training on Code of Conduct
- ii. Sight Support Derbyshire – request to use the Function room for a community event
RESOLVED That this will be free of charge
- iii. North Wingfield Brownies and Guides – Letter of thanks for grant funding

- iv. Website contacts – comments regarding the Remembrance service and lack of road closure
RESOLVED That next year’s event will be considered by the events committee
- v. Holmewood Parish Council – concerns about increase in litter and dog fouling near the new development on Chesterfield Road, request that the Parish Council consider installing litter and dog bins
RESOLVED That this will be added to December’s agenda

b) Items for Information

I.P.I report – annual inspection of Blacks Lane skate park
RESOLVED that this item will be considered by the Outside Space Committee

c) Items to be included in next agenda

Agreement of budget for 2022/23 and precept request
Dark Lane Pavilion
Litter bins and dog bins at Chesterfield Road, Holmewood
Extreme wheels – requested by Cllr J Barry

09/11/2021 Finance

- a) Account Balances – To receive a report detailing account balances

Bank balances at 31.10.21

Unity Trust	–	Current Account	20332790	£105,164.03
Unity Trust	–	CRC Instant Access	20332800	£6,592.96
CCLA	-	Capital Projects	0104550001	£73,904.21
CCLA	-	Allocated Funds	0104550002	£26,304.12
CCLA	-	General Reserves	0104550003	<u>£41,325.93</u>
Total				<u>£253,291.25</u>

RESOLVED That this information be received

- b) Accounts for Payment – To review and approve items of expenditure

RESOLVED That items for payment are approved

- c) Bank Reconciliation for approval– To receive, approve and sign bank reconciliations for July, August, September and October prepared by The Clerk

RESOLVED That all bank reconciliation produced are approved and signed by the Chair

- d) Online Banking – to consider, and approve if appropriate, adding the Assistant Clerk as an administrator for online banking

Cllr N Barker moved that S Hurt be added as an administrator of the online banking system

All in favour

RESOLVED That S. Hurt be added as an administrator of the online banking system, necessary forms were signed.

- e) Accounts for Payment – To review and approve items of expenditure

RESOLVED That payments are approved

10/11/2021 – Time and date of next meeting

The Clerk requested that the next meeting to be held on Tuesday 14th December as the scheduled date of 21st December is Christmas week so leaving insufficient time to submit the precept request to NEDDC, required before the end of the year. Cllr Barker noted that if the date was brought forward the meeting would have to start at 7.30pm due to previous commitments of the three district councilors

All in favour

RESOLVED That the next meeting of the Parish Council will take place on Tuesday 14th December at 7.30pm

Members of the public were asked to leave the meeting in order for the following confidential item to be discussed

07/11/2021 Items for Consideration and Decision

- a. Staffing review

- b. Members considered three quotations for an external HR consultancy

Cllr M Smith moved that APSE solutions be used as their quote more closely reflected the work required by the Council

All in favour

RESOLVED That APSE solutions will be employed as an external contractor to assist in the agreed staffing review

Meeting closed at 8.15pm