

North Wingfield Parish Council

Minutes of the Meeting of North Wingfield Parish Council, held on Tuesday 19th October 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

Kate Chilton - NHS
Cllr K Gillott – County Councilor
Cllr J Woolley – County Councilor
Y Colverson (Clerk)
No members of the public were present

Kate Chilton, manager of the NHS department now occupying the offices in the Community Resource Centre, introduced herself and the work her team will be undertaking.

01/10/2021. Apologies for absence – to receive and approve apologies for absence and reasons given.

None Received

02/10/2021. 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 & Cllr J Lilley declared an interest in item 06/10/2021 planning as they are all members of the NEDDC planning committee

RESOLVED That these interests be noted

03/10/2021. Minutes - To approve and sign minutes of the meetings held on 21st September 2021

RESOLVED That these minutes are approved as a true record of the meeting held on 21st September 2021

04/10/2021. Parish Clerk's Report - To receive a report from the Parish Clerk outlining actions taken following the meeting held on 21st September 2021

Community Resource Centre

We are now being used as a Covid vaccination center three days a week, this is planned to continue to February 2022 but may be extended.

Bedding plants

Winter bedding plants have been delivered, we will also be supplying Unstone Parish Council with Pansies and Primulas.

King George V Pavilion

The conditions survey was carried out on 30th September, the report has been received today and will be included in items for information

2020/21 External Audit

The external audit has now been completed and will be included in items for information

SLCC National Conference

I attended the SLCC National Conference last week. Sessions included updates from NALC and LGA, apprenticeships, freedom of information and subject access requests. I also spoke to a number of suppliers of play and leisure equipment, cemetery safety software and our insurance provider.

RESOLVED That this information be received

05/10/2021. Exclusion of Public – To determine which items, if any, of the Agenda should be taken with the public excluded.

Cllr N Barker requested item 07/10/2021b be discussed with the public excluded

RESOLVED That item 07/10/2020b will be moved to the end of the meeting when it will be discussed with public excluded

06/10/2021. 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]*

No planning application were presented to Council

07/10/2021 Items for Consideration and Decision

- a. School field – To receive a report from Cllr N Barker regarding the sale of the old primary school site

Cllr N Barker moved the Council write a letter of thanks to Richard Mottram for his work to progress the improvement of facilities on the playing field.

RESOLVED That a letter will be written

- b. Remembrance Sunday – To agree representation at the Remembrance Sunday parade

RESOLVED That Cllr N Barker and Cllr J Fisher will lay wreaths on behalf of the Parish Council and Hephthorne Lane Community Association.

The clerk will research the possibility of hiring a PA system enabling the service at the war memorial to be heard by all those attending.

c. Jubilee

- a. To receive a report from Cllr J Barry on the progress of the proposed celebration for the Queen's 2022 Jubilee.

Cllr J Barry and Cllr G Blamire had undertaken a great deal of work and reported on confirmed activities at the event.

RESOLVED That this information be received

- b. To consider, and agree if appropriate, the establishment of an independent body to plan and manage these celebrations

It was proposed that an independent body be set up to plan and manage this event, this would allow for vendors and the necessary equipment to be ordered and booked without the need to involve the Council and the project could be progressed quicker.

Cllr J Barry was not confident to take on the financial management of the project and asked if that could remain with the Council.

The Clerk suggested an executive committee could be appointed with delegated functions and a budget, this would allow the committee to agree spending themselves so not having to wait for a fully Council meeting for a decision. However, as all spending, contracts must be administered by the Clerk

Cllr J Barry moved that this was set up

All in favour

RESOLVED That an Event's Committee, with a delegated decision making and a budget of £5,000 will be set up, the clerk to produce terms of reference.

08/10/2021 Items for Information Only

a) Correspondence

NEDDC – Chair's appeal – letter asking for funding
RESOLVED That a grant of £200 be given

South Hardwick Primary Care Network – Letter asking for the use of the Café in the Community Resource Centre with the aim of building a new Community Group to combat loneliness.

Cllr M Stanley moved that the room be made available, free of charge, on Mondays and Fridays for an initial period of six months

All in favour

RESOLVED That the room will be made available, free of charge, for six months after which time this will be reviewed

b) Items for Information

- a. Condition Survey on King George Pavilion – The results of the survey show the building is in very poor condition with recommendations that it is closed with immediate effect.

RESOLVE That the pavilion will be closed with immediate effect, an asbestos survey will be carried out allow for remedial work to be carried out. The Clerk will contact the Scouts and ask if the scout hut could be made available for football teams to change in.

- b. DALC Newsletter including a NALC publication ‘funding bulletin’
c. PKF Littlejohn LLP – External Audit Report 2020/21

Except for the matter reported below, on the basis of our review of Section 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention given cause for concern that relevant legislation and regulatory requirements have not been met.

The Smaller authority has not addressed the ‘except for’ matters raised by the external auditor when qualifying the prior year annual return. The prior year figures in Boxes 2 and 3 should have been restated to read £171,310 and £53,057 respectively.

The AGAR was not accurately completed before submission for review Section 2, Box 7 for the prior year does not agree with Boxes 1+2+3-(4+5+6) due to restatements from 2018/19 being completed incorrectly. The figure in Section 2, Box 1 of the prior year column should read £178,111.

Information from the internal auditor has highlighted that the council did not perform an annual assessment of risk during the year. Section 1, Assertion 5 should therefore have been ticked ‘No’.

Section 1 and 2 of the AGAR have been approved in the correct order; however, the minute reference noted on Section 1 and 2 have been entered incorrectly. The minute references for Section 1 and 2 should read 09/05/2021 (b) and 09/05/2021(c), respectively, as evidenced by the minutes of the meeting on the date.

RESOLVED That this information be received and all points will be considered and corrected on the AGAR 2021/22

c) Items to be included in next agenda

RESOLVED none

09/10/2021 Finance

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

Bank balances at 30.08.21

Unity Trust	–	Current Account	20332790	£38,014.57
Unity Trust	–	CRC Instant Access	20332800	£6,592.96
CCLA	-	Capital Projects	0104550001	£73,901.32
CCLA	-	Allocated Funds	0104550002	£26,302.88
CCLA	-	General Reserves	0104550003	£41,324.27
Total				<u>£186,136.00</u>

RESOLVED That this information be received

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

RESOLVED That payments are approved

07/10/2021b Confidential

- b. Christmas Tree – To consider, and approve if agreed, the purchase and positioning of a large Christmas Tree and trees for the school

RESOLVED Up to £3000 be earmarked to progress the installation and siting of the Christmas tree near the village centre. Cllr J Barry given authority to liaise with all the relevant parties and the Clerk to progress this.

The clerk was asked to leave the meeting, no further notes were taken.

Meeting closed 9.15pm