

North Wingfield Parish Council

Minutes of the Annual Meeting of North Wingfield Parish Council, held on Tuesday 25th May 2021 in the Community Resource Centre, Whiteleas Avenue at 7.00pm.

In attendance

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

Also present

4 members of public
Y Colverson – Clerk

01/05/2021 Election of Chair –

Cllr M Stanley proposed Cllr Barker
Cllr J Barry Seconded the proposal

All in favour

RESOLVED Cllr N Barker is elected Chair

02/05/2021. Apologies for absence

Cllr D Edinboro – unable to attend

03/05/2021. Declarations of interests – Cllr N Barker, Cllr J Barry and Cllr J Lilley declared interests in item 06/05/2021 Planning as members of the NEDDC planning committee

04/05/2021. Minutes - Approval and signing of minutes for the meetings held on 27th April 2021

RESOLVED That these minutes were approved as a true record of the meeting that took place on 27th April 2021 and were signed by the Chair

05/05/2021. Parish Clerk's Report –

Action taken following the Parish Council meeting held on Tuesday 27th April 2021

Housing Office

I have spoken to a number of local commercial estate agents, most have said that they did not see a market for the offices, one did visit but has not yet back to me or returned calls.

Community Centre

We have started to get some bookings in although these are slow. We did have our first commercial booking this morning, every step was taken to ensure the event was Covid safe.

Allotment Project

The volunteers try to meet a minimum of twice a week however they have cancelled a number of recent sessions due to the wet weather.

Bedding plants

Bedding plants should be put out the week after next, weather dependent.

RESOLVED That this information be received

06/05/2021. Exclusion of Public – To determine which items, if any, of the Agenda should be taken with the public excluded.

None

06/05/2021. 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: 21/00408/TPO

Proposal: Application to reduce by 3m and thin by 30% 1no tree (T3) covered by TPO224

Address: 98 St Lawrence Road North Wingfield Chesterfield S42 5LL

Application Number: 21/00468/FLH

Proposal: Two storey rear extension

Address: 157 Chesterfield Road Holmewood Chesterfield S42 5TD

RESOLVED That no objections or comments were raised regarding these applications

07/005/2021 Items for Consideration and Decision

- a. Election of Vice Chair – To elect a vice chair to the Council for the year 2021/22
Cllr K Turton nominated Cllr J Fisher as Vice-Chair
Cllr N Barker seconded

All in favour

RESOLVED That Cllr J Fisher is Vice-Chair

- b. Date of meetings 2021/22 – To agree dates for Parish Council meetings for the coming year

RESOLVED That full Council meetings will be held on the third Tuesday of each month, except August.

- c. Membership of committees & Terms of Reference – To agree membership of committees for the year 2021/22, and terms of reference governing those committees

i. Finance and General Purpose Committee

RESOLVED That the membership of the Finance and General-Purpose Committee will be

Chair – Cllr N Barker

Vice-Chair – Cllr J Fisher

Cllr M Smith

Cllr M Stanley

Cllr K Turton

RESOLVED That Terms of Reference are adopted

ii. Open Spaces Committee

RESOLVED That the membership of the Open Spaces Committee will be

Cllr J Barry

Cllr G Blamire

Cllr D Edinboro

Cllr J Lilley

Cllr P Williamson

Chair has Ex-officio membership

RESOLVED That Terms of Reference are adopted

d. Representation on outside bodies – To agree representation on outside bodies for the year 2021/22

i. Hephthorne Lane Community Association

RESOLVED That Cllr G Blamire and Cllr D Edinboro will represent the Parish Council on this committee

ii. North Wingfield Community Allotment Project

RESOLVED That Cllr N Barker and Cllr M Stanley will represent the Parish Council on this committee

e. Review of governance policies – to review governance documents and adopt them for the year 2021/22

i. Standing orders

RESOLVED That Standing Orders are adopted without amendments

ii. Financial regulations

Cllr Smith moved that the maximum delegated spend of the Clerk be amended from £500 to £999.

All in favour

RESOLVED That the Financial Regulations are adopted with these amendments

iii. Code of conduct

RESOLVED That the Code of Conduct is adopted without amendments

iv. Financial risk assessment

RESOLVED That the Financial risk assessment is adopted with amendments recommended by the Clerk

v. Scheme of delegation

RESOLVED That the Scheme of Delegation is adopted with the figure delegated to The Clerk amended as above (07/04/2021, c, v.)

- f. Review of internal auditor appointment – to review and approve the appointment of internal auditor for the year 2021/22

The Clerk reported that there are a number of people who offer this service within Derbyshire however J Marriott is the better qualified and, as he is based in Grassmoor, very convenient.

Cllr N Barker moved that J Marriott continue to provide Internal Audit service for the Council

All in favour

RESOLVED That J Marriott will continue as the Council's Internal Auditor

08/05/2021 Items for Information Only

- a) Correspondence

Email from a member of the public regarding rats on her garden believed to be coming from the allotments at Alice's View.

This item had also been brought to the attention of the Council during the public forum. The maintenance team will be asked to look into possible solutions and NEDDC environmental health will be asked to carry out a treatment on the site.

- b) Items for Information

None

- c) Items to be included in next agenda

None

09/05/2021 Finance

- a) Internal Auditor's report – To receive the annual internal auditor's report

The Clerk delivered the Annual Internal Auditor's report to council. The internal auditor reported that he found no issues that should be brought to the attention of the Council and that the Council's internal controls were appropriate.

RESOLVED That this information be received

- b) Governance Statement – To review and approve the annual governance statement for the financial year 2020/21

RESOLVED That the Annual Governance Statement was approved and signed by the Chair and the Clerk

- c) Accounting Statement – To review and approve the annual accounting statement for financial year 2020/21

RESOLVED That the Annual Accounting Statement was approved and signed by the Chair and RFO

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

Unity Trust –	Current Account	£112,163.24
Unity Trust –	CRC Instant Access	£6,592.96
CCLA -	Capital Projects	£73,894.36
CCLA -	Allocated Funds	£26,300.46

CCLA-	General Reserves	<u>£41,320.33</u>
	Total	<u>£260,271.35</u>

e) Accounts for Payment – To review and approve items of expenditure
RESOLVED That these are approved

f) Bank Reconciliation for approval– To receive, approve and sign bank reconciliations
for April 2021 prepared by The Clerk
RESOLVED That these are approved and signed by the Chair and the Clerk

The meeting closed at 8.45pm