

Minutes of the Annual Parish Council Meeting 10th May 2016

- 66/16 Election of the Chairperson for the year 2016/2017 and the completion of the Declaration of Acceptance of Office
- Cllr Warner was proposed by Cllr P Cullen and seconded by Cllr MacPherson. Agreed by all and Cllr Warner accepted his role and signed the declaration of Acceptance of office.
- 67/16 Election of the Vice Chairperson for the year 2016/2017 and the completion of the Declaration of Acceptance of Office
- Cllr P Cullen was proposed by Cllr Warner and seconded by Cllr MacPherson. Agreed by all and Cllr Cullen accepted his role and signed the declaration of Acceptance of office.
- 68/16 Acceptance of Office and Code of Conduct signed by all Councillors for the year 2016/17 – all councillors present signed their declaration of acceptance of office.
- 69/16 Election of Committees, Advisory Groups and Representatives to other Bodies for the year 2016/2017
- a) Willington Parish Council Committees:**
- Finance – Cllr Houghton and Cllr J Cullen
 - RAC – Cllr Houghton, Cllr P Cullen, Cllr Harding, Cllr MacPherson, Brian Davis (non Councillor)
- b) Willington Parish Council Advisory Bodies**
- Planning – Cllr Houghton, Cllr Kerry, Cllr Harding
 - Policies and procedures – Cllrs J and P Cullen and Cllr Finney (to be asked)
 - Emergency planning – Cllr Evans, Cllr Laughlin, Cllr Kerry and Cllr P Cullen
 - Communication – it was agreed to discontinue this group as the RAC covers this information
- c) Council representatives on outside bodies
- Toyota Liaison - Chair of the Parish Council
 - John Allsop Education Foundation – Chair of the Parish Council
 - Willington Old School – Cllr Harding
 - Willington Village Hall – Cllr Harding
 - Willington Arts Festival – Cllr Laughlin (not present)
 - South Derbyshire Area Forum – Cllr MacPherson
 - Safer Area Meetings – Cllr J Cullen
 - SDDC Flood Liaison Committee – Cllr Houghton, Cllr MacPherson, Cllr Pearson
 - SDDC joint meeting with Parish Councils – Cllr MacPherson
 - SDDC joint highways forum – Cllr Evans but need to clarify as not in attendance
 - Railhead – Cllr Houghton
 - Primary School Governor – clerk to seek clarity from the school
- 70/16 **To confirm the Minutes of Willington Parish Council Monthly Meeting held on Tuesday 12th April 2016**
- Resolved:** the minutes of the meeting on 12th April were approved by all and signed by the Chair
- 71/16 **To receive apologies for absence**
- Apologies were received and accepted from Cllr Evans, Cllr Finney, Cllr Laughlin, Cllr Knight
- 72/16 **Declaration of Members' Interests**
There was nothing to report

73/16 Public Speaking.
Water at the bottom of Hamilton Terrace – clerk has reported to DCC. Fence on Bargate Lane to go to RAC. SDDC are bidding to DEFRA for sorting the Molly.

74/16 Report of the Parish Clerk

- a) Social Media Policy – everyone agreed with the policy and the Chair signed the document. **Resolved:** all Councillors and employees of Willington Parish Council to abide by the new policy in place.
- b) Website – clerk reported this was all up and running and working well.
- c) Station garden update – **Action:** clerk to ask if Mark can attend RAC meeting next week.
- d) Dog fouling and poo bin update – Cllr MacPherson has put a dog bin down near the Molly. **Action:** clerk to notify SDDC for emptying. Cllr P Cullen raised the issue of recent events with a resident secretly filming people and was horrified at the incident and how unprofessional this was and it should not be encouraged by the PC. Other Councillors raised the fact that the person in the film could not have picked up the faeces and it was a sting that should never have involved the PC. The Councillors agreed that unless the film has come from the dog wardens camera then the PC will not co-operate. On another note the Chip Shop owners have agreed to get another waste bin for the area. The Dragon have agreed to buy a bin for the canal and the PC agreed to purchase another bin for the underpass. **Action:** clerk to now buy 2 more dog bins.
- e) DALC training day on Neighbourhood Planning – clerk gave a brief summary of her training at DALC on Neighbourhood Plans

75/16 Reference planning application 09/2011/0292. There were two lots of Section 106 monies for planning 09/2011/0292. Cllr Harding has asked SDDC when the footpath will be cleaned and when the children's play area will be built (as promised with this money). Cllr MacPherson said it is progressing with SDDC so the Chair asked Cllr MacPherson to speak to planning to get this speeded up and done by the end of June.

76/16 Cherry Trees. Action: clerk to ensure contractors know not to spray round the Cherry Trees with weed killer. Another Cherry Tree needs going in the current gap. **Action:** clerk to arrange with Woodgrow another Cherry Tree and stakes for the Autumn.

77/16 Planning

Planning Matters for Decision

9/2016/0400	5 THE CASTLE WAY WILLINGTON DERBY DERBYSHIRE	DE65 6BT	THE ERECTION OF EXTENSIONS AND ALTERATIONS TO	22- Apr- 16	<input type="checkbox"/>
9/2016/0374	44 VERE LODGE TWYFORD ROAD WILLINGTON DERBY DERBYSHIRE	DE65 6BN	CHANGE OF USE FROM OFFICES CLASS USE (B1) TO A SINGLE DWELLING - RESIDENTIAL CLASS USE (C3) AT	19- Apr- 16	<input type="checkbox"/>
9/2016/0365	3 FERN AVENUE WILLINGTON DERBY DERBYSHIRE	DE65 6DZ	THE ERECTION OF AN EXTENSION AT	20- Apr- 16	<input type="checkbox"/>
9/2016/0352	9 ST MICHAELS CLOSE WILLINGTON DERBY DERBYSHIRE	DE65 6EB	THE ERECTION OF AN EXTENSION AT	14- Apr- 16	<input type="checkbox"/>
9/2016/0314	ADJACENT 44 TWYFORD ROAD WILLINGTON DERBY DERBYSHIRE	DE65 6DE	THE ERECTION OF A FRONT PORCH, REPLACEMENT OF FRONT WINDOWS AND ADDITION OF PITCHED ROOF TO EXISTING REAR EXTENSION AT	08- Apr- 16	<input type="checkbox"/>
9/2016/0301	1 TWYFORD CLOSE WILLINGTON DERBY DERBYSHIRE	DE65 6DL	THE ERECTION OF AN EXTENSION AND CONVERSION/ALTERATION OF GARAGE TO GARDEN ROOM AT	03- May- 16	<input type="checkbox"/>

Planning Matters for information

9/2016/0219	17 TWYFORD ROAD WILLINGTON DERBY DERBYSHIRE	DE65 6DE	THE ERECTION OF A FRONT PORCH AT	04-Mar- 16	29-Apr- 16	<input type="checkbox"/>
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Applications GRANTED

78/16 Committee Reports

- a) Finance – meeting held 14th April 2016
- Recommendations: to swap the current account to Unity Trust bank and keep reserves in Natwest. The clerk explained that there is a £6 bank charge per month. **Proposed** by all to continue with the new account and to pay the charges.
 - Insurance needs to be reviewed and amended
 - End of year accounts plan of action
 - Spec list for 3 contracts to be drawn up for next meeting in early June
- b) RAC – meeting held 18th April
- Bench inscription on second bench. The RAC would like to recommend that the second inscription just reads ‘This bench is sponsored by Willington Parish Council’. All in agreement. **Action:** clerk to write a procedure for bench/tree requests and inscriptions. General rule is if someone wants a memorial bench they have to buy the bench themselves to a certain specification approved by the PC.
 - Logo – asked History Society for their views.
 - The Dragon – dog bin. See 74/16 d.
 - Poo bag replacements - £28.33 for 1000 plus VAT and bags are of recycled material.
 - Land re-claiming – Got no further.
 - Contracts re maintenance – still on-going with RAC.

79/16 Finance

Payee	Description	Amount
Clerk	Wages (10 hours per week)	£592.37
Clerk	Expenses:	£147.56
	Home working for March	18.00
	DALC NP visit fuel split 3 ways	9.60
	Laminator and sleeves	119.96
McCulloch	2 x invoices	1144.00
J Jackson	HMRC Tax deduction reclaim	738.50
T3 Network	Email transfer	36.00
E-on	Electricity	113.62

Councillors approved the payments listed.

- a. **To approve the Internal Auditor for the year ending 31/03/2017.** It was resolved to appoint Brian Wood as the internal auditor.
- b. **Action plan re accounts for year 2015/16.** The clerk explained that the accounts were in a bit of a mess and needed working through which she hopes to complete by the end of May ready to present to Finance at the beginning of June for the next PC meeting.

80/16 Items for Information

Items received by email to Councillors:

- SDCVS e bulletins
- DALC circular 8
- Rural Services Network bulletins
- SDDC – press releases
- Toyota invite to Eco day on 17th July
- Temporary road closure on Findern lane 20th to 24th June – clerk to advertise nearer the time
- Emails and phone calls from parishioners re graffiti and CCTV camera
- Email regarding WI planter for station garden – when will it be re-installed
- DALC staff profile review – this now to go to Finance Committee

81/16 Date of the next Meeting

The date of the next Willington Parish Council Meeting is to be confirmed as Tuesday 14th June 2016 at The Old School, Castle Way commencing at 7.00pm.