

Minutes of the Annual Parish Council Meeting Tuesday 9th May 2017

In attendance: Cllrs Warner; Houghton; J Cullen; P Cullen; S Finney; Harding; Pearson; Evans

- 71/17** Election of the Chairperson for the year 2017/2018 and the completion of the Declaration of Acceptance of Office
Cllr Warner was proposed by Cllr J Cullen and seconded by Cllr Houghton. Agreed by all and Cllr Warner accepted his role and signed the declaration of Acceptance of office.
Cllr J Cullen was proposed by Cllr Pearson but he declined.
- 72/17** Election of the Vice Chairperson for the year 2017/2018 and the completion of the Declaration of Acceptance of Office
Cllr P Cullen was proposed by Cllr J Cullen and seconded by Cllr Warner. Agreed by all and Cllr P Cullen accepted his role and signed the declaration of Acceptance of office.
- 73/17** Acceptance of Office and Code of Conduct signed by all Councillors for the year 2017/18
The clerk explained that every Councillor had completed one of these during the last year except Cllr Evans who signed his declaration at the meeting.
- 74/17** Election of Committees, Advisory Groups and Representatives to other Bodies for the year 2017/2018
- a) Willington Parish Council Committees:
 - **Finance** – Cllrs J Cullen, J Houghton, S Finney
 - **RAC** – Cllrs J Cullen, J Houghton, Harding, Warner and Non-Councillor B Davis.
 - **FOSG** – Cllrs P and J Cullen and Cllr S Finney
 - b) Willington Parish Council Advisory Bodies
 - **Planning** – Cllrs Houghton and Harding
 - **Policies and procedures** – Cllrs J and P Cullen
 - **Emergency planning** – Cllr P Cullen
 - c) Council representatives on outside bodies
 - **Toyota Liaison** – Chair and Vice Chair
 - **John Allsop Education Foundation** - Chair
 - **Willington Old School** – Cllr Harding
 - **Willington Village Hall** – Cllr Harding
 - **Willington Arts Festival** – no one nominated yet
 - **South Derbyshire Area Forum** – no one nominated yet
 - **Safer Neighbourhood Meeting** – Cllr Warner
 - **SDDC Flood Liaison Committee** – Cllr Houghton and Cllr J Cullen to cover when Cllr Houghton unable to attend.
 - **SDDC joint meeting with Parish Councils** – no one nominated yet
 - **SDDC joint highways forum** – no one nominated yet
 - **Railhead** - Cllr Houghton
 - **Carnival** – Cllr Houghton
 - **Football** – Cllr Houghton and Cllr Harding
 - **Derby and Derbyshire Local Area Forum** – Cllr P Cullen
- 75/17** To confirm the monthly minutes of Willington Parish Council Meeting held on Tuesday 11th April 2017.

Resolved: the minutes of the meeting on 11th April 2017 were approved by all and signed by the Chair

76/17 To receive apologies for absence

Apologies were received and accepted for Cllr MacPherson and Cllr Laughlin who are on holiday

77/17 Declaration of Members' Interests

Cllr Harding declared a personal interest in item 79/17. Cllr J Cullen declared an interest in item 85/17.

78/17 Public Speaking, including County, District and Police representation.

Items raised by the public:

- **TRPF windows have been wedged open by a magazine leaving one slightly open.**
- **HGVs on Hall Lane** – there are an amazing number of HGVs using Hall Lane. Is there a possibility of a camera on this road? The clerk explained that these incidents now need reporting direct to DCC as per the item on the PC website. The speed over the bumps is also too fast and the Chair agreed it would be better if these were gone and he has reported this to Cllr Ford.
- **Gentleman from 2 Churchside** said he was pleased he had received positive comments about the wall being built on his property.
- Mr Bird asked a question about the land swap: why, if you told your solicitor what you wanted in the covenant, did you pull out? In an email from the clerk on 9th January 2016 stating that the wall needs to come down and a post and rail put in its place. At the February 2017 meeting it was stated by a Councillor that it had changed since 2008 but the only thing that has changed is the Councillors. The clerk attempted to explain here about the 6 month rule but Cllr J Cullen interjected and stated she did not need to explain anything as everything was in the minutes. The clerk stated that the Parish Council had done nothing wrong.

79/17 Asset of Community Value application for the Potlocks – it was agreed for Cllr J Cullen to complete this and then scan in and send to the Clerk.

80/17 Identification of other areas of value - Parish Council agreed to defer this to the RAC meeting.

81/17 TRPF Village Green application - Specifically how much money have the Parish Council spent on opposing the Village Green application and how much money has actually been recouped – Cllr P Cullen. Cllr Cullen referred to the previous meeting when Cllr Evans stated that £10,000 had been re-couped against the fees associated with the Village Green Application but according to the minutes in March 2013 only £4000 of the £15,332.81 costs had been re-couped. The clerk was asked to make sure this was noted in these minutes. Cllr Harding added that the VG application still needs sorting and the clerk explained that she has the box from the solicitors with the original papers which need sorting before sending to DCC's legal team.

Councillor Evans left the meeting at this moment (7.50pm) and gave his apologies to the Chair but no explanation.

82/17 Allegations of spurious misconduct made by Cllr Harding at WPC meeting 11th April 2016 – Cllr P Cullen. Cllr P Cullen asked for clarity on comments made by Cllr Harding against the clerk at the last meeting. Cllr Harding asked if this was appropriate in a public meeting and everyone agreed. Cllr Harding said that spurious meant strange, hard to understand, not valid as he had looked it up. Cllr Harding then asked the Chair if he could explain himself and read from a prepared sheet. This statement referred to the land swap and documents he had asked the clerk for after the March meeting which were not forthcoming and Cllr Harding had stated at the last meeting (April): "I would like it minuting that I am not happy with the situation, all I'm asking for is one page of a document, that was not very forthcoming and there's a lot of reasons for it not being forthcoming, I think it's a little bit spurious". A discussion then took place between Cllr J Cullen and Cllr Harding who said he would not apologise to the clerk. Cllr Harding would not apologise because he believes there are 2 documents from the solicitors – one from the RAC meeting that the clerk showed him and another one from the actual February PC meeting that he asked the clerk to see along with emails between the clerk and the solicitor. The clerk said she had emailed the documents to him and every Councillor after the last meeting. The reasons Cllr Harding stated that the reasons for his use of the word spurious was because he felt unhappy and surprised with the negative responses to his original request to see a copy of the legal document relating to the land swap, and secondly that the copy he was eventually shown contained covenants but the version circulated at a later date did not contain covenants. Cllr Houghton interjected and said it was ok to have an opinion but it seems that there is a personal vendetta against councillors and meetings need to be open and transparent. Cllr Houghton asked Cllr Harding if he believed he had been dealt false information and this information wasn't to be trusted? Cllr Harding replied that he believed there had been a lack of transparency and he would not withdraw his comment.

- 83/17 The conduct of Cllr Evans at WPC meeting 11th April 2016 – Cllr P Cullen.** As Cllr Evans had left the meeting it was agreed to defer this to the next meeting
- 84/17 Clerk’s hours – Cllr P Cullen.** It was agreed to increase the clerk’s hours to 14 hours per week and review it in 6 months time. This was due to the extra FOSG committee and extra work of the council. The clerk had kept a work diary which she distributed to Councillors showing the work she does and the hours involved. It was agreed to start this month.
- 85/17 Bowling Green fencing – Cllr J Cullen.** Parish Council agreed to defer this to the RAC meeting.
- 86/17 TRPF – licence and windows and area for goal storage – Cllr Harding.** Can the clerk please get copies of the legionnaire report from SDDC to make sure they are done. Clerk to tell SDDC that the building needs new windows as it should be their responsibility not the Parish Council’s. **Action:** clerk. Three quotes are required for the area between the buildings to store the goalposts. **Action: ???**
- 87/17 Hard standing for cars on Trent Close – Cllr Harding.** Cllr Harding suggested this area should have tarmac for the cars but the clerk explained this area is a Public Open Space and cannot be a car park/hard standing and cars parked there should be reported to SDDC.
- 88/17 Willington Voice Update –** there was nothing to report. Could Brian please be asked to Chair the group. The clerk said she still needed the bank details to transfer the money.
- 89/17 Update re Persimmon meeting – Cllr MacPherson.** Everyone had read the email from Gaynor the Enforcement Officer at SDDC but it did not say much at all and it was agreed that a meeting was still required.

90/17 Report of the Parish Clerk

- a) **Elections and purdah** – the clerk explained that as the general election is soon the rules of Purdah apply as per the DALC circular sent out.
- b) **Village of the Year 2017** – the clerk has entered Willington into the competition but heard no more.
- c) **Neighbourhood Planning training with DALC June 2017** – it was agreed Cllr Houghton and Brian Wood should go on the training which is £40 each and at Cromford Mill on 12th June.
- d) **Canoe Group camping request** – Councillors agreed to the request from the Canoe group to camp on the canal side at the picnic area as long as the Dragon don’t place anything outside their area to accommodate them.
- e) **Neighbourhood Watch request** – the clerk had received an email from a gentleman regarding a co-ordinated Neighbourhood Watch in Willington. The Councillors agreed this was a great idea and for the clerk to contact him to arrange.
- f) **Cemetery Headstones** – Cllr Harding had reported to the clerk that some of the headstones are wobbly. This will need action soon.
- g) **Allotment update** – new occupant on plot 14b. The clerk asked if she could send a letter to all the allotment holders regarding the fence which is currently being moved by Peveril Homes. All agreed.
- h) **Draft minutes** – how this works. The clerk gave an explanation here regarding the circulation of draft minutes and that these are for the Parish Councillors only and not for distributing outside until approved at the next meeting. Draft minutes were also the opportunity for Councillors to make amendments if necessary. Councillors must not circulate draft minutes.
- i) **Willington Directory** – this has now been delivered but the History Group was missed and the houses opposite Bettys Farm have never received a newsletter or directory – they contacted the clerk via Facebook – Cllr Harding offered to deliver them up there and the clerk has reported this to Brian.
- j) **Repton PC bus shelter contribution** – the clerk had received an email from Repton PC to say they would contribute towards one of the bus shelters up to half the price.
- k) **Quote for noticeboards and entrance signs.** The clerk has received 2 quotes for the noticeboard installation £680 from Graham and £580 from Sims and Twigg. The Council agreed to go with Sims and Twigg and the clerk to arrange. It was agreed for the welcome entry signs to go back to RAC.
- l) **Key request** – the clerk asked for keys for the buildings on TRPF and for the tennis courts. Cllr Harding had brought the keys for TRPF but Cllr Houghton had not yet had a key cut for the tennis courts. **Action:** Cllr Houghton

**91/17 Planning
Planning Matters for Decision**

9/2017/0404	LAND AT SK2731 3037 WILLINGTON ROAD ETWALL DERBY DERBYSHIRE		APPROVAL OF RESERVED MATTERS OF PLANNING PERMISSION 9/2013/1040 (RELATING TO PLOTS 89-92 IN LIEU OF THOSE PREVIOUSLY APPROVED UNDER RESERVED MATTERS APPROVALS REF: 9/2015/0555 & 9/2016/0392) AT	13- Apr- 17	<input type="checkbox"/>
9/2017/0403	HOTEL IBIS BUDGET HOTEL LAND WEST OF ETWALL ROAD WILLINGTON DERBY DERBYSHIRE	DE65 6DX	THE ERECTION OF A SINGLE STOREY BUILDING TO HOUSE FOUR UNITS FOR USE WITHIN USE CLASS A1 (SHOPS), USE CLASS A3 (RESTAURANTS & CAFES) AND/OR USE CLASS A5 (HOT FOOD TAKEAWAYS) (REVISED SCHEME TO THAT APPROVED UNDER 9/2016/0134) AT	13- Apr- 17	<input type="checkbox"/>

9/2017/0377	20 ORCHARD CLOSE WILLINGTON DERBY DERBYSHIRE	DE65 6DJ	THE ERECTION OF PORCH EXTENSION AND ALTERATIONS (INCLUDING THE REMOVAL OF THE CHIMNEY) AT	10- Apr- 17	<input type="checkbox"/>
9/2017/0359	27 SAXON GROVE WILLINGTON DERBY DERBYSHIRE	DE65 6YD	THE ERECTION OF EXTENSIONS AND ALTERATIONS INCLUDING A GARAGE CONVERSION, ENLARGEMENT OF THE HARDSTANDING TO FRONT GARDEN AND WIDENING OF DROPPED KERB AT	04- Apr- 17	<input type="checkbox"/>
9/2017/0351	200 THE CASTLE WAY WILLINGTON DERBY DERBYSHIRE	DE65 6BW	THE ERECTION OF A DOUBLE GARAGE AT	31- Mar- 17	<input type="checkbox"/>
9/2017/0350	ETAP HOTEL ETWALL ROAD WILLINGTON DERBY DERBYSHIRE	DE65 6DX	THE ERECTION OF A SINGLE STOREY EXTENSION TO EXISTING HOTEL TO CREATE ADDITIONAL BREAKFAST ROOM SEATING AREA AND MEETING ROOM FACILITIES PLUS FORMATION OF AN ECNCLOSED EXTERNAL TERRACE AREA ACCESSIBLE FROM THE BREAKFAST ROOM AT	31- Mar- 17	<input type="checkbox"/>
9/2017/0347	22 BEECH AVENUE WILLINGTON DERBY DERBYSHIRE	DE65 6DB	THE ERECTION OF EXTENSIONS AT	31- Mar- 17	<input type="checkbox"/>

Planning Matters for information

9/2016/1135	5 THE GREEN WILLINGTON DERBY DERBYSHIRE	DE65 6BP	REPLACEMENT WINDOWS FROM WHITE PAINTED WOOD TO WHITE UPVC THROUGHOUT AND 2 NEW GROUND FLOOR BOW WINDOWS TO FRONT ELEVATION AT	17- Nov- 16	24- Apr- 17	<input type="checkbox"/>
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Full application withdrawn

9/2017/0239	27 THE CASTLE WAY WILLINGTON DERBY DERBYSHIRE	DE65 6BT	THE FORMATION OF A VEHICULAR ACCESS AND OFF ROAD PARKING AREA AT	07- Mar-17	25- Apr-17	<input type="checkbox"/>
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Application granted

92/17 Committee Reports

- Finance – no meeting held
- RAC – no meeting held
- FOSG – meeting held 24th April. The minutes were not done for the meeting but Cllr P Cullen gave an overview of work so far and to advise people of the tidy up on June 4th at 10am and could the clerk please advertise this event. Cllr P Cullen informed everyone that he had a quote for the materials for the new raised footpath for Footpath 6 which was £1,513.20. The Council agreed to the spend and referred it back to the committee.

93/17 Finance

Payee	Description	Amount
Clerk	Wages (12 hours per week)	£832.00
Clerk	Expenses:	£75.84
	Home working for April	18.00
	Mobile top up	5.00
	File suspension folder	11.00
	Extra mileage	25.65
	Laminator	16.19
McCulloch	2 x invoices	1074.00
E-on	Electricity TRPF Pavilion	18.83
E-on	Electricity for bowls club	11.54
Cllr Harding	Keys cut	20.00
Brain Wood	Internal Auditor	100.00
Income		
HMRC	VAT reclaim for 2016/17	£3216.66
Western Power	Annual Wayleave fee	£11.92

- To approve the Internal Auditor for the year ending 31/03/2018.** It was resolved to appoint Brian Wood as the internal auditor.
- To approve the Annual Governance Statement for the year 2016/17.** The Clerk read out Section 2 of the Annual Return and each 9 sections were agreed by each Councillor and signed by the Chair. These were subject to the external audit report.
- To approve the internally audited accounts for the year 2016/17.** The clerk has now received the accounts for the year 16/17 from the internal auditor. See attached report. The external auditor report form

was completed and signed by the Chairman at the meeting. Councillors were in agreement with the figures presented and satisfied with the report. **Action:** clerk to send accounts to External Auditor first class signed for

94/17 Items for Information

Items received by email to Councillors:

- SDCVS e bulletins
- DALC circular 6
- Rural Services Network bulletins
- SDDC – press releases
- Email from Sue Carter
- Email re No2 Churchside building works
- Heather Wheeler Newsletter by email

95/17 Date of the next Meeting

The date of the next Willington Parish Council Meeting is to be confirmed as Tuesday 13th June 2017 at The Old School, Castle Way commencing at 7.00pm.