

Willington Parish Council

Minutes of the Ordinary Parish Council Meeting Held on Tuesday 9th July 2019 at 7:00pm At The Old School, The Castleway, Willington

Present: J. Houghton (Vice-Chair in the Chair), T. Bartram, C. Blanksby, C. Carter, R. Casey, J. Cullen, A Macpherson.

Members of the Public.
D. Townsend (Locum Clerk).

377/19 To receive apologies for absence

Apologies were received from Cllrs Allsopp (Chair) and Walters.

378/19 Declaration of Members' Interests

None

7.02 pm RESOLVED that the Meeting be suspended to allow for informal consultation to take place with representatives of harrislamb Property Consultancy and Central England Co-op regarding a proposed development on Land to the South of Castleway, Willington.

It was clarified that this was currently consultation, and a planning application had not been submitted. The proposal for this site was 45% public open space and 55% development – the proposed development would sit on the north side of the site. It was expected that there would be a proportion of affordable homes as per current guidelines. There would be up to 25 x 2, 3, 4 and 5 bedroom properties. Many on-site surveys/assessments had already been completed including highways, flood risk and environmental assessments.

Councillors and Members of the Public asked questions, and responses were given as follows;

- The properties will be two-storey
- It is envisaged that a request will be made to extend the 30 mph zone
- Secret
- Highways consultants are currently investigating traffic concerns
- No decision has been made as to who will manage the public open space

Concerns were also raised about additional funding to support the school, and highways and the increase in traffic were also a major concern.

7.20 RESOLVED that the Meeting be reconvened.

379/19 Public Speaking including County, District and Police Representation

A Resident stated that she believed that the Parish Council should be open and honest and that there should be no secret recordings of Meetings.

It was stated that as there appeared to be a shortage of available rooms in the village, the Village Hall would benefit from extra funding.

It was asked what was happening to the Power Station site. It was responded that a planning application was awaited.

A Member of the Public stated that the Council's contractor, G. McCulloch, had not been paid for some time, and this needed resolving urgently. The Chair responded that this matter was being addressed.

It was asked if a PA/hearing loop could be installed in the Old School for Meetings. The Chair responded that the Old School Trust had been asked to purchase a system that the Parish Council would pay for.

380/19 To confirm and agree the non-confidential Minutes of Willington Parish Council Footpaths and Open Space Group Committee Meeting held on Thursday 27th June 2019.

These Minutes weren't available, and will be reported to a future Meeting.

381/19 To confirm the non-confidential Minutes of Willington Parish Council Meeting held on Tuesday 11th June 2019.

RESOLVED to agree and sign the Minutes as a true and accurate record.

382/19 To confirm the non-confidential Minutes of Willington Parish Council Extraordinary Meeting held on Tuesday 25th June 2019.

RESOLVED to agree and sign the Minutes as a true and accurate record, subject to amendments being made as follows;

Minute Number 365/19, apologies were received from Cllr MacPherson.

383/19 To confirm and agree the non-confidential Minutes of Willington Parish Council Staffing Committee Meeting held on Thursday 27th June 2019.

RESOLVED to agree and sign the Minutes as a true and accurate record.

384/19 To confirm and agree the non-confidential Minutes of Willington Parish Council Finance Committee Meeting held on Thursday 27th June 2019.

RESOLVED to agree and sign the Minutes as a true and accurate record.

385/19 To confirm and agree the non-confidential Minutes of Willington Parish Council Recreation and Activities Committee Meeting held on Monday 1st July 2019.

RESOLVED to agree and sign the Minutes as a true and accurate record.

386/19 To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.

"In view of the confidential nature of item..... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, in order to discuss the item"

Not required

387/19 Finance – Income and Payments June/July 2019

RESOLVED that all income and payments as submitted be agreed (attached at Appendix A to the Minutes).

388/19 CCTV Response from SDDC (to follow)

At the Council meeting held on 11th June 2019, the Locum Clerk was requested to get further information on the possible provision of CCTV. A report was submitted giving additional information from South Derbyshire District Council (SDDC).

RESOLVED that the RAC Committee's Terms of Reference be amended to be given authority to consider this matter, and that this be an Agenda item at a forthcoming Meeting.

389/19 Committee Membership

Members were asked to consider the membership of the Staffing and Finance Committees, and amend terms of reference where necessary, to nominate any additional members, where required, to the Staffing and Finance Committees, and to nominate a Chair of the Finance Committee.

RESOLVED that

- a) **Finance Terms of Reference be amended to comprise of no more than 8 members of the Parish Council.**
- b) **Quorum of the Finance Committee shall be half of it's Members or 3, whichever is greater.**
- c) **Nominated Members of the Finance Committee shall be Cllrs Allsopp, Blanksby, J. Cullen, Houghton and Bartram.**
- d) **Chair of Finance was confirmed as Cllr J. Houghton.**
- e) **Staffing Terms of Reference be amended to comprise of no more than 8 members of the Parish Council.**
- f) **Nominated Members of the Staffing Committee shall be Cllrs Allsopp, Blanksby, J. Cullen, Casey, Houghton and Bartram.**

390/19 Councillor Surgery

RESOLVED that the Clerk be requested to arrange informal Meetings for residents to attend and meet Parish Councillors, bi-monthly on the first Saturday of the month commencing September 2019.

391/19 Consideration of the purchase of Land on Bargate Lane

It was reported that land was for sale by auction on Bargate Lane, with a guide price of £30K, and Councillors views were sought on whether it was appropriate that the Parish Council consider purchasing this site. It was pointed out that the site was not very accessible, floods at times and is adjacent to a very busy road.

RESOLVED that if this site doesn't sell at auction, the Agent be advised that the Parish Council may be interested in entering into negotiations.

392/19 FOI Request

It was reported that an FOI request had been received

RESOLVED that the Clerk be delegated to respond.

393/19 Neighbourhood Development Plan Meeting 17.07.19

Cllr J. Cullen reported that a Meeting for the Neighbourhood Development Plan had recently been called, and was to be held in a public house, which he understood was not allowed under Local Government (LG) Legislation. It was confirmed that this was not a Meeting called under the LG Act, as it was an informal consultation meeting. It was accepted that whilst not being ideal, it was in an upstairs room, not in a public bar area, and the room had been booked as no other suitable room was available.

394/19 Neighbourhood Development Plan Feedback and any Resulting Actions

Cllr Macpherson reported that a further informal meeting was due to take place on 17th July 2019, following the previous one when attendance had been disappointing. He urged people to take part as this is very important for the future of the Village and needed as much input as possible. He also reported that Calon Energy had been invited to take part and be stakeholders in the Neighbourhood Plan.

Noted

395/19 Planning Application

OUTLINE APPLICATION (ALL MATTERS EXCEPT FOR ACCESS, LAYOUT AND SCALE TO BE RESERVED) FOR THE RESIDENTIAL DEVELOPMENT OF 60 SUPPORTED LIVING FLATS AND 2

BUNGALOWS AND 1 SHOP WITH ANCILLARY CARE FACILITIES ON LAND AT SK2829 0730 OFF IVY CLOSE WILLINGTON DERBY

RESOLVED that the Parish Council object to this application on the grounds of over density of site, highways concerns and the impact on wildlife.

Cllr Macpherson abstained.

396/19 To Receive a Report as the Burial Authority on Burial Matters, the Cemetery and Garden of Remembrance

The Clerk reported that currently it was difficult to carry out the burial administration due to a lack of hours and experience in this area, and it was very important that a contingency plan was put in place urgently as it was a very sensitive and important function.

RESOLVED that the Clerk ask DALC if they have any experienced Clerks who may be able to assist with this function, and engage their services to assist on an ad hoc basis commencing as soon as possible.

397/19 To receive reports from Cllrs on Outside Bodies and of Meetings attended

A report and recommendations were received from the Recreation and Activities Committee (see Minutes 1.7.19).

RESOLVED

- a) That a replacement stile be provided on Twyford Road £75.00
- b) That a new Bus Shelter be investigated for Repton Road, at the bottom of Beech Avenue. A specification and prices be agreed at the next Parish Council Meeting.
- c) That the installation of additional lights and power point at the station be investigated, and East Midlands Trains be contacted to gain a quotation. East Midlands trains to install at our cost and contribute to yearly energy bill
- d) That a price for a new bin on TRPF adjacent to the new bench that was installed earlier in the year be sought from Glasdons.
- e) That the purchase and installation of 2 football goals on TRPF be investigated. To be reported back to the September Parish Council Meeting.
- f) That a price be sought to replace the information panel on Repton Road Bridge as it is difficult to read. Cllr J. Cullen agreed to provide additional information to the Locum Clerk.
- g) To consult with neighbouring houses and bowls club regarding the feasibility of turning the tennis courts into an all weather area (MUGA), incorporating tennis, football, basketball etc. Cllr J. Cullen agreed to provide the Locum Clerk with addresses of neighbouring properties, and that they be invited to the next meeting of the RAC Committee.
- h) That the Village Green on Repton Road be refurbished, using 106 monies or other. A brief is to be agreed, then the school be asked to produce a design.

398/19 Recruitment of Parish Clerk/RFO and Admin Assistant

Following the recent Staffing Committee Meeting, further details were discussed with regard to advertising the above positions, not previously agreed.

RESOLVED that

- a) the more detailed advert previously circulated for the Clerk be used.
- b) both posts be advertised concurrently
- c) a total of 20-22 hours per week be offered in total (to be split between both posts – to be agreed with successful applicants)
- d) the Clerk be offered salary scale LC2 24 – 28 (£27,905 - £31,371) pro rata
- e) the Admin Assistant be offered salary scale SCP 5 (£18,795) pro rata

- f) the closing date be the end of August 2019
- g) the Locum Clerk be delegated to make any final adjustments in consultation with the Chair of the Staffing Committee

399/19 Finance

All recommendations from the Finance Committee were agreed, and it was

RESOLVED that the Locum Clerk appoint an independent expert to ensure that Xero is set up correctly.

400/19 Items for Information

All items had been circulated by email.

Receipt of a letter was also reported and circulated thanking Cllr Houghton for his efforts in arranging an internment at the Parish Burial Ground at a time when the Parish Council had no Clerk.

NOTED

401/19 Exclusion of the Press and Public

RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

402/19 Complaints

Councillors were requested to agree to set up 2 panels to hear complaints that had been submitted to the Council, as per the Complaints Procedure. The Panel to consist of 3 Councillors, to include the Chairman or Vice-Chairman. Councillors who had any involvement or interest in each complaint were requested to ensure that declarations of interest were submitted, and appropriate action was taken as per the Code of Conduct.

RESOLVED that Panels be set up as follows;

Panel 1 Cllrs Allsopp, Carter and Casey

Panel 2 Cllrs Houghton, Bartram and Carter

403/19 Date of the next Meeting

The date of the next Willington Parish Council Meeting is September 10th 2019 at The Old School, Castle Way, Willington, commencing at 7.00pm.

The Meeting closed at 9.20 pm.

APPENDIX A. Willington Parish Council - Parish Council Meeting 9th July 2019

PAYMENTS APPROVED JULY 2019

| Date | | Name | Description | VAT | Total inc VAT |
|----------|------|-----------------------------|---|---------------|------------------------|
| | | | | £ | £ |
| 09/07/19 | BACS | G C McCulloch | Inv 28 Maintenance Cut | | 2,100.00 |
| 09/07/19 | BACS | G C McCulloch | Inv 31 Misc | | 439.00 |
| 09/07/19 | BACS | G C McCulloch | Inv 21 Misc | | 924.00 |
| 09/07/19 | BACS | ROSPA Playsafety Ltd | Play Area Inspections | 41.10 | 205.50 |
| 09/07/19 | BACS | Locum | Locum Services | | 1,285.90 |
| 09/07/19 | BACS | Firs Farm Nursery | Planters | 157.94 | 789.70 |
| 09/07/19 | BACS | Willington Village Hall | Room Hire | | 69.25 |
| 09/07/19 | BACS | Willington Old School Trust | Room Hire | | 123.60 |
| | | | | | |
| 09/07/19 | BACS | SDDC | THIS WAS QUERIED WITH SDDC AND CREDIT NOTE NOW ISSUED | | 3,614.21 - 3,614.21 |
| | | | | | |
| | | | | 199.04 | 5936.95 |

INCOME TO APPROVE JULY 2019

| Date | Name | Description | VAT | Total |
|----------|------|-------------|-----|-----------|
| 03/07/19 | SDDC | Precept | | 20,050.00 |