

Please note that Council meetings are recorded
Willington Parish Council
Email: clerk@willingtonpc.org.uk

Date: 7th January 2021

To: The Chairman and Members of Willington Parish Council

Dear Councillor

You are summoned to attend a Council Meeting of Willington Parish Council, which will be held under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 at 7pm on **Tuesday, 12th January 2021**.

Joining instructions for Councillors and Members of the public to access this Meeting are as follows;

January 12th 2021 at 7:00 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/87144061033?pwd=NFQ1R2had0lYSVNyMmg0Szl4ZHlmQT09>

Meeting ID: 871 4406 1033

Passcode: 954203

One tap mobile

+442034815237,,87144061033#,,,,*954203# United Kingdom

+442034815240,,87144061033#,,,,*954203# United Kingdom

Dial by your location

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 871 4406 1033

Passcode: 954203

Yours sincerely

Debra Townsend

Debra Townsend
Locum Clerk

AGENDA

1. **To Receive Apologies for Absence.**
2. **Variation of Order of Business (if required).**
3. **Declaration of Members' Interests**
 - a) Members must ensure that they advise the Clerk of any Declaration of Members Interests by email prior to the start of the meeting and must indicate the action to be taken (ie to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
 - b) Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
4. **Public Speaking, including County, District and Police Representation. Total 15 minutes.**
 - a) At the start of the meeting a period of not more than three minutes will be made available for members of the public to comment on **any matter already on the agenda** (Standing Order 3g). While members of the public are welcome to observe the full meeting, they **may not** take an active role once the question period has closed.
 - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
 - c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
5. **To confirm and agree as a true record the non-confidential Minutes of the Ordinary Meeting of Willington Parish Council Meeting held on 8th December 2020 (attached at Item 5).**
6. **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"
7. **Finance – Income and payments to 12th January 2021 (attached at Item 7).**

To approve the income and payments to 12th January 2021. An update may be provided at the Meeting.

Please note that all invoices are available for inspection. Please contact the Locum Clerk if you have any questions prior to the Meeting.
8. **To confirm and agree the accounts to month ending 31st December 2020 (attached at Item 8).**
9. **Clerk's Report**

To note the Clerks report (attached at Item 9).

10. Report of Outcome of Standards Hearing (SDDC)

To formally report the outcome of SDDC's Standards Hearing, which followed an investigation into the Code of Conduct Complaints against former Councillors J. Cullen and P. Cullen. Attached at Item 10.

11. Outdoor Gym (Hall Lane)

Further to Minute Number 241120/7, and 081220/13, three quotations had been received and are now attached at Item 11 for consideration, along with site plans of the equipment in situ as requested.

12. Update on s106 projects

a) TRPF

- The cost of Planning Permission was £487.00. The plans have now been submitted as per Minute Number 241120/9 (c).
- The plans as submitted are attached at Item 12.

b) Tennis Court Refurbishment

13. To Consider the Report of the Informal Working Group. Cllr T. Bartram (Item 13 to follow).

To consider the report, proposals and costings of the Working Group, (to be submitted by Cllr T. Bartram) set up at Council on 9th June 2020, and considered on 23rd July 2020, for replacement bins, and maintenance of the allotment shed.

14. Bowls Club Response

Further to Minute Number 080920/12, the Bowls Club were approached to ask if they would provide information on their organisation. This is attached at Item 14.

15. Clock Maintenance Cost

The Locum Clerk was asked to get a cost from the original installer of a three-year maintenance deal. The cost for this is ££564.00 excluding VAT (to be paid in advance). A one year deal is £198.00 excluding VAT. Council's instructions are sought.

16. Committee Structures

Due to the current circumstances surrounding remote working, no Committees have met in the current year 2020/21, with the exception of the Finance Committee. Councillors are therefore asked to consider;

- a) Current arrangements for Committees, and whether all business should currently be dealt with by Full Council (except for Staffing Committee)
- b) Whether business previously considered by Committees could be dealt with by Informal Working Groups (these Groups would have no legal responsibilities, but would report to Council who would make all decisions).
- c) If existing structure is to remain, Council are requested to consider membership of the following Committees, to include membership requirements;

RECREATION AND AMENITIES COMMITTEE (6 Councillors, 1 non-Councillor)

Cllrs T. Bartram (Chair), Blanksby, and Houghton (3 Councillor Vacancies)

1 Non-Councillor to be appointed (1 vacancy)

FOOTPATHS COMMITTEE (6 Councillors, 8 non-Councillors)

Cllrs Blanksby and T. Bartram (4 Councillor Vacancies)

8 Non-Councillors to be appointed (8 Vacancies)

BURIAL COMMITTEE (4 Councillors)

T. Bartram, Houghton and Macpherson (Chair) (1 Councillor Vacancy)

STAFFING COMMITTEE (6 Councillors)

Cllrs Allsopp, Blanksby, Carter (Chair), and I. Walters (2 Councillor Vacancies)

FINANCE COMMITTEE (5 Councillors)

Cllrs Allsopp, T. Bartram, Houghton and I. Walters (1 Councillor Vacancy)

d) Council are requested to consider the appointment of a Chairman of the Finance Committee.

17. Signatories

To report that additional signatories have not been processed due to information not being provided. Members of the Finance Committee should all be signatories on the Council's bank accounts. Current signatories are Cllrs Allsopp, Houghton and Walters. Council's instructions are sought to confirm appointment of signatories to ensure the timely processing and robust processes for making payments.

18. Station Garden

To note that an offer of help to maintain the Station Garden has been received.

19. Trees on Derwent Court

To report that a request has been received from a resident asking that the trees at the rear of the properties on Derwent Court are reduced in height. Council's instructions are sought.

20. Co-Option Policy

To agree and adopt a Co-option Policy (draft attached at Item 20).

21. SDDC's Draft Equality, Diversity and Inclusion Strategy 2021-25

Comments are invited on SDDC's draft Equality, Diversity and Inclusion Strategy 2021-25 (attached at Item 21). To be submitted to equalities@southderbyshire.gov.uk by **Thursday 4 February**.

22. Planning Applications

- a) DMPN/2020/1371 Prior Approval for change of use from offices (Class E) to dwelling houses (Class C3) at 51 Beech Avenue, Willington, Derby DE65 6DB.
- b) DMPA/2020/1205 The variation of condition no. 2 of permission ref. DMPA/2020/0811 (relating to change of materials) for the erection of replacement agricultural office building at Bettys Farm, The Castle Way, Willington, Derby, DE65 6BU.
- c) DMPA/2020/1236 The erection of a rear extension at 24 Bittern View, Willington, Derby, DE65 6RY.

23. Correspondence received

- a) An email has been received in respect of the Parish Boundary (attached at Item 23 (a)).
- b) To report a response to correspondence reported (Minute Number 101120/22), in regard to parking on Green Close (attached at Item 23 (b)).

24. Items for Information

All items of interest have been circulated by email.

25. Exclusion of the Press and Public

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.

26. Staffing Matters

To consider the recruitment of a permanent Clerk.

27. Meeting close