

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

Date: 8th April 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, 13th April 2021**.

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

Topic: Willington Parish Council Meeting

Time: Apr 13, 2021 7:00 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/83458831981?pwd=Z09abEtoVkZzZVRiL2cxa3hOcmd4Zz09>

Meeting ID: 834 5883 1981

Passcode: 293637

One tap mobile

+442039017895,,83458831981#,,,,*293637# United Kingdom

+441314601196,,83458831981#,,,,*293637# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 834 5883 1981

Passcode: 293637

Yours sincerely

Debra Townsend

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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 9th March 2021 (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 13th April 2021 (attached at Item 7).

To approve the income and payments to 13th April 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. WaterPlus Bill

To provide an update on the WaterPlus bill for the Bowls Club, and consider future responsibility of this bill.

9. To confirm and agree the accounts to year ending 31st March 2021 (attached at Item 9).

10. Clerk's Report

To note the Clerks report (attached at Item 10).

11. Annual Council Meeting and Annual Parish Meeting – May 2021

To consider arrangements for the above Meetings which should take place on 11th May 2021. The Remote Meeting Legislation ends on 6th May 2021, and indoor meeting arrangements are yet to be confirmed. There is currently an outstanding legal challenge awaited requesting this legislation is extended. It may be necessary to postpone the above two meetings until clarification is received. The Clerk will update Councilors and residents (via the website), when any update is received.

12. Delegated Powers

To request that delegated powers be given to the Locum Clerk in consultation with the Chair and Vice-Chair to make payments and urgent, time- sensitive decisions if there is a delay in holding the next Meeting. All decisions/payments to be reported to Full Council at the next available Meeting.

13. Payroll Services

To report that From April the Annual Administrative Fee charged by the CVS (payable in April 2021) will increase by £5 from £40 to £45 and the Annual Audit Fee (payable in March 2022) will increase by £5 from £30 (1-3 employees) or £60 (4+ employees) to £35 or £65 , meaning a £10 increase in total for the year.

The monthly fee per employee remains unchanged at £6.

14. To Agree and Adopt the following Policies (attached at Item 14);

- a) Social Media Policy
- b) Press Policy
- c) Data Protection Policy
- d) Filming of Parish Council Meetings Policy
- e) Model Publication Scheme

15. NDP Meeting

To note that an NDP Meeting had been arranged and an Agenda distributed for Tuesday 30th March 2021. However, this Meeting was inquorate, and did not take place.

16. Outdoor Gym Update (Hall Lane)

- a) Confirmation of installation date – 11th and 12th May 2021.

17. Update on S106 projects

- a) TRPF.
- b) Tennis Court Refurbishment.

18. Freeport Meeting Representative

To nominate and agree a representative to attend the Freeport Liaison Meetings and report back to Willington Parish Council. The next EMIP Liaison Meeting will take place on 21st April 2021 at 5.00 pm.

19. Bowls Club Mower

To note that further to the purchase of a new mower, the old one needs to be disposed of/sold. Councilors views are sought.

20. Bowls Club Pavilion

The Bowls Club have requested the PC's permission to purchase wood preserver and external treatment for the pavilion exterior, which the Bowls Club will apply. The cost of this is approximately £81.00 for 5 litres of each treatment.

21. Trees on Derwent Court

To report that as instructed (Minute Number 090221/15) three quotes have been sought to reduce the height of the trees at the rear of the properties on Derwent Court. Further to requesting quotes, two have been received (attached at Item 21).

22. Mail Delivery

Currently the Council does not have a formal address for delivery of mail, invoices etc., and it is suggested that a PO Box be used. The cost of PO Box Direct is £283.50 per annum.

Further information can be viewed; https://www.royalmail.com/receiving/po-box?PSID=Google_PPC&cid=POFY2021_SM_71700000036163772_58700004059373281&gclid=EAlaIqObChMlvNPWgIvL7wIV0N_tCh3hKAWnEAAYAiAAEgJXm_D_BwE&gclidsrc=aw.ds

23. Bins

To provide an update on the provision of new and replacement bins (Minute Number 120121/13).

24. Play Area Inspection Reports

Play Area Inspection Reports are attached. Attention has been raised of the state of the bike springer on Trent Avenue Playing Field which is in poor condition. Attempts will be made to swap this with the springer that was removed from Hall Lane Playing Field, replacing the broken spring.

25. Planning Applications

- a) DMPA/2020/0877. Notification of amendment to planning application. The installation of an electric gate and a brick planter at 35 Trent Avenue, Willington, Derby, DE65 6DN.
- b) DMPA/2021/0429. The erection of a single storey rear extension at 107 The Castle Way, Willington, Derby, DE65 6BU.
- c) DMPA/2021/0178. The variation of condition no. 11 of permission ref. 9/2014/1137 'The Variation of condition 11 of planning permission 9/2013/0733 to facilitate the use of 80 further existing leisure moorings for unrestricted residential occupation (totalling 260 mooring)' to allow for an additional 100 unrestricted residential moorings to total 360 unrestricted residential moorings at Mercia Marina, Findern Lane, Willington, Derby, DE65 6DW.
- d) DMPA/2021/0184. The demolition of existing storage building and the construction of single storey building to create 4 bed and breakfast rooms at 9 The Green, Willington, Derby, DE65 6BP. *To report that at the last Council Meeting it was requested that SDDC be asked to extend the consultation period to allow for further consideration of this item. However, SDDC declined to extend this period of consultation.*

26. Correspondence received

- a) To report a funding request from Community Transport Swadlincote (attached at item 25a).
- b) To report that further to enquiries regarding maintenance of the breeding mounds on Kingfisher Lane Playing Fields, the Locum Clerk has been advised that this site is still currently being maintained by Persimmon Homes. However, the site is due to be adopted by South Derbyshire District Council following the completion of remedial works and it has been requested that these mounds are included in this work.

27. Items for Information

All items of interest have been circulated by email.

28. 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.

29. Fence – Hall Lane Playing Field (Exempt as this refers to an individual)

To report that as instructed (Minute Number 090321/21), The Chairman and the Clerk met residents regarding the fence at Hall Lane Park. A verbal update will be provided at the Meeting.

30. Burial Clerk (Exempt as this is a personnel matter)

To report the current situation with the Locum Burial Clerk.

31. Burial Policy (Exempt as this refers to an individual)

A resident has requested the provision of a headstone that is larger than Parish Council Policy allows. This headstone is of a similar size to existing headstones, which were installed before the current policy was adopted. This was initially refused based on the size, and the requestor has been asked if he could consider a slightly smaller headstone. The Chairman of the Burial Committee has requested that it be bought before Council for a decision. The size required is approx. 870mm high x 610mm wide x 100mm thick.

The Council's policy states that the maximum size of a headstone must be 750mm from ground level including the plinth upon which the headstone might be mounted, and the maximum width is 900mm. (Burial Policy attached at Item 29).

32. Roll of Honour for South Derbyshire Community Heroes (Exempt as this may refer to an individual)

To consider nominations from the Parish Council. Details have been sent to all Councilors previously.

33. Recruitment of a Parish Clerk (Exempt as this is a personnel matter)

To receive a verbal update on the recruitment of a permanent Parish Clerk.

34. Meeting close