

**Minutes of the Ordinary Parish Council Meeting**

**Held on Tuesday 13<sup>th</sup> April 2021 under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

**Present:** P. Allsopp (Chair), M. Bartram (part Meeting), T. Bartram, C. Blanksby, A. MacPherson and I. Walters.

Cllr M. Ford (SDDC and DCC)

Members of the Public

D. Townsend (Locum Clerk).

**130421/1 To receive apologies for absence**

Apologies for absence were received from Cllr J. Houghton and Cllr Martyn Ford (SDDC and DCC).

**130421/2 Variation of Order of Business**

None.

**130421/3 Declaration of Members' Interests**

None.

**130421/4 Public Speaking, including County, District and Police Representation.**

The Chairman read out an email from Cllr Ford that thanked Willington Parish Council for their help and support over the past four years.

**130421/5 To confirm and agree as a true record the non-confidential Minutes of the Ordinary Willington Parish Council Meeting held on 9<sup>th</sup> March 2021.**

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

**130421/6 To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.**

Not Required

**130421/7 Finance – Income and payments to 13th April 2021**

To approve the income and payments to 9<sup>th</sup> March 2021 (attached at Annexe A to the Minutes). All invoices were available for inspection prior to the Meeting.

**RESOLVED** that all income and payments as submitted be agreed.

**130421/8 WaterPlus Bill**

The Locum Clerk reported that she had queried the WaterPlus bill for the Bowls Club. WaterPlus wouldn't adjust the charges, and insisted the bill be paid as presented.

**RESOLVED** that the bill be paid in full. However, usage of the water at this location be monitored and consideration be given at a future meeting to recharge the Bowls Club.

**130421/9 To confirm and agree the accounts to year ending 31<sup>st</sup> March 2021**

**RESOLVED** that the accounts and bank reconciliation to month ending 28<sup>th</sup> February 2021 as submitted, be agreed.

### **130421/10 Clerks Report**

Cllrs Walters and Macpherson agreed to observe the shed roof on the allotments as soon as possible, and it was reported that the Working Group who were considering dog mess in the village had not yet met.

**NOTED**

### **130421/11 Annual Council Meeting and Annual Parish Meeting – May 2021**

Consideration was given to arrangements for the above Meetings which should take place on 11<sup>th</sup> May 2021. It was reported that Remote Meeting Legislation ended on 6<sup>th</sup> May 2021, and indoor meeting arrangements were yet to be confirmed. There was currently an outstanding legal challenge awaited requesting this legislation be extended. It might be necessary to postpone the above two meetings until clarification was received. The Clerk would update Councillors and residents (via the website), when any update was received.

**RESOLVED that if the remote meeting legislation was extended, the Meeting on 11<sup>th</sup> May go ahead as planned. If this was not the case, both Meetings be delayed until after 17<sup>th</sup> May when the next restrictions were due to be released.**

### **130421/12 Delegated Powers**

RESOLVED 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 was a delay in holding the next Meeting. All decisions/payments to be reported to Full Council at the next available Meeting.

### **130421/13 Payroll Services**

It was reported that from April 2021 the Annual Administrative Fee charged by the CVS (payable in April 2021) would increase by £5 from £40 to £45 and the Annual Audit Fee (payable in March 2022) would 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.

**RESOLVED that these charges be agreed.**

### **130421/14 To Agree and Adopt the following Policies**

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

**RESOLVED that the above policies be adopted.**

### **130421/15 NDP MEETING**

An NDP Meeting had been arranged and an Agenda distributed for Tuesday 30<sup>th</sup> March 2021. However, this Meeting was inquorate, and did not take place.

**NOTED.**

### **130421/16 Outdoor Gym Update (Hall Lane)**

The installation date was confirmed as 11<sup>th</sup>/12<sup>th</sup> May 2021.

**NOTED.**

### **130421/17 Update on s106 projects**

- a) TRPF – it was reported that the Planning Authority had been provided with a detailed plan on proposed car parking spaces.
- a) Tennis Court Refurbishment – Cllr Houghton had met two contractors on site and quotes would be presented at the next meeting.

#### **130421/18 Freeport Meeting Representative**

**RESOLVED** that Cllr T. Bartram represent Willington Parish Council at the Freeport Liaison Meetings and report back to Willington Parish Council. The next EMIP Liaison Meeting would take place on 21<sup>st</sup> April 2021 at 5.00 pm.

#### **130421/19 Bowls Club Mower**

**RESOLVED** that the Locum Clerk establish the selling price of the mower from the previous maintenance provider.

#### **130421/20 Bowls Club Pavilion**

**RESOLVED** that the Bowls be reimbursed for wood preserver and external treatment for the pavilion exterior, which they will apply. The cost of this was approximately £81.00 for 5 litres of each treatment.

#### **130421/21 Trees on Derwent Court**

Three quotes had been sought to reduce the height of the trees at the rear of the properties on Derwent Court. Further to requesting quotes, two only had been received due to lack of response from contractors.

Quote 1        £1550.00

Quote 2        £1950.00

**RESOLVED** that due to difficulties in obtaining a further quote, that Quote 1 be accepted.

#### **130421/22 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.

**RESOLVED** that the Locum Clerk arrange for a PO Box Direct.

#### **130421/23 Bins**

It was reported that costs had now been received for new bins/emptying etc, and would be presented to the next meeting for a decision.

**NOTED.**

#### **130421/24 Play Area Inspection Reports**

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

**NOTED.**

#### **130421/25 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.*

**NOTED.**

**130421/26 Correspondence Received**

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

**RESOLVED that the Locum Clerk writes to Swadlincote Community Transport and request further information on the use of this service by Willington residents.**

**130421/27 Items for Information**

All items of interest had been circulated by email.

**130421/28 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.**

**130421/29 Fence – Hall Lane Playing Field (Exempt as this refers to an individual)**

**RESOLVED that as Council carry out and agree a budget for the upcoming year, and this work had not been included in their 2021/22 budget, no action be taken at this time. However, this matter would continue to be considered at forthcoming budget reviews which normally take place in November/December of each year.**

**130421/30 Burial Clerk (Exempt as this is a personnel matter)**

**RESOLVED that the Locum Clerk contact DALC for a Burial Clerk.**

**130421/31 Burial Policy (Exempt as this refers to an individual)**

**RESOLVED that the existing policy be adhered to.**

**130421/32 Roll of Honour for South Derbyshire Community Heroes (Exempt as this may refer to an individual)**

**RESOLVED that three local residents be nominated. Cllrs M. Bartram and A. MacPherson provide the wording for the Locum Clerk to complete the nominations.**

**130421/33 Recruitment of a Parish Clerk (Exempt as this is a personnel matter)**

A verbal update on the applications for a permanent Parish Clerk/RFO.

**NOTED.**

The Meeting closed at 9.45 pm

PAYMENTS/INCOME TO APPROVE 13<sup>TH</sup> APR

2021

Date		Name	Description	VAT	Total inc VAT
			<b>INVOICES ATTACHED</b>	£	£
13.4.21	BACS	South Derbys CVS	Finance Clerk £34.85 Inv. 9451 Annual Audit Fee £30.00		71.26
13.4.21	BACS	Firs Farm Nursery	Baskets and Planters (Winter)	144.14	864.84
13.4.21	BACS	D. Townsend	Locum Clerk Inv. 160 (5 weeks)		1496.80
13.4.21	BACS	G. McCulloch	Litter Picking/Play Area Inspection (Inv 06)		245.00
13.4.21	BACS	J. Houghton - Reimbursement	Xero 1.4.21 INV-8292788	4.80	28.80
13.4.21	BACS	J. Houghton - Reimbursement	Zoom Invoice 30.3.21 (77476335)	2.40	14.39
		TOTAL J.H. REIMBURSEMENT			43.19
13.4.21	BACS	SDDC	Service litter (7), dog (14) and Mercia Marina bins	602.37	3614.21
13.4.21	DD	SDDC Cemetery Rates	1 x £47.13 due 1.4.21 9 x £43.00 due 1 <sup>st</sup> May 21 to Jan 22 (inc) Total £434.13		
13.4.21	DD	SDDC Tennis Court Rates	1 x £29.40 due 1.4.21 9 x £30.00 due 1 <sup>st</sup> May 21 to Jan 22 (inc) Total £299.40		
	FOR INFO	SDDC Bowling Green Rates	Zero (subject to Small Business Rates Relief)		
13.4.21	BACS	Fresh Air Fitness	Invoice 21132 (50% upfront payment – Outdoor Gym)	1226.99	7361.94
13.4.21	BACS	Institute of Cemetery and Crematorium Management	Invoice 4835/2021/22 Membership		95.00
13.4.21	BACS	B. Davis	Newsletter		236.40
			<b>FROM BANK STATEMENT</b>		
			<b>PAYMENTS</b>		
31.3.21	DD	EON			18.28
31.3.21		Unity Trust	Service Charge		18.00
			<b>INCOME</b>		
March 21	VARIOUS	Allotments	Full Plot		30.00
15.3.21	CHQ	Bowls Club	Rental		150.00



