

## Wingerworth Parish Council

### Minutes of meeting of Council on 7 March 2018

#### Present:

Councillor Diana Ruff (Chair)

Councillor Michael Hardman

Councillor Colin Berry

Councillor Nick Knyhynyckyj

Councillor Cecilia Harper

Charlotte Taylor (Clerk)

Councillor Chris Hutchings

Councillor Kevin Broughton

Councillor Geoff Ruff

Councillor Andy Pashley

District Councillor David Hancock and 10 members of the public

1. Apologies for absence were received from Councillors Dawn Hart (Vice Chair), Pat Antcliff, Anne Knyhynyckyj and Margaret Millar.
2. Variation of order of business – there was a request for agenda item 8.2.2 and 8.4 be considered as an exempt item at the end of the meeting due to commercial and personnel confidentiality.
3. Declaration of interests – there were no declarations of interests.
4. Public Forum

Councillor David Hancock reported on the current state of the Local Plan, confirming that the draft version has gone out for consultation and any responses should be submitted by 5 April 2018.

The Footpath Group reported that the Litter Pick has been rescheduled for Saturday 14 April at 9:00am. In addition a 3 mile circular walk has been arranged for Easter Monday at 10:00am, meeting in the Barley Mow car park, to officially launch the maps; 70 have been sold to date.

There was a complaint regarding the state of the shops at Allendale Road, it was confirmed that the landowners are actually Derbyshire County Council and that the Council are in discussions with the leaseholders regarding maintenance on this section of land.

There were a couple of queries regarding the plans for the new hall and a further query regarding the section of land on Allendale Road.

5. Minutes of the previous minutes – approved and noted.
6. Chair's announcements

The Chair reported on a quiet month, with no external meetings taking place.

The Finance & General Purposes Committee met to review finances and the 2018-19 budget.

The Chair reported on the current status of the Neighbourhood Plan, confirming that this will go to the Cabinet in April then move to the referendum stage. The draft examiners report has been received with recommendations for some minor amendments and confirming that plans had been communicated and shared with all relevant parties as required.

7. Clerk's report – the following items of information were noted:
1. May Parish Council meeting will now take place on Wednesday 9 May.
  2. Facebook page statistics – page has been launched and to date has; 111 likes, 127 followers and has reached 750 people in the past 28 days.
  3. New Parish Hall – plans for the new hall were shared.
  4. Meeting with Allotment Association – actions from health and safety audit were reviewed.
  5. Litter picking event with Footpath Group – event postponed due to weather conditions.
  6. Watersafe contract – considered under decisions.
  7. LEADER grant – bid for play equipment at Deer Park; stage one EOI has been approved.
  8. Blakemore shops – update from the manager and two further reports regarding litter on the shops.
  9. Email regarding proposed street names for development at Derby Road, Wingerworth – Milford Drive, Milford Close, Denby Close, Edale Drive, Risleway Way.
  10. Minor Maintenance Grant for Footpaths submitted to DCC.
  11. Donation of £1,654.06 received from Wingerworth Bridleways Group.
  12. Local Plan & Neighbourhood Plan – NEDDC draft Local Plan published. Examiners report received for Neighbourhood Plan.
  13. Notification received that works on the access road to the doctors surgery are due to commence on 19 March 2018.
  14. Four Freedom Of Information requests received in the past month.

8. Clerk's Report – Matters for Decision

1. GDPR audit and adoption of privacy notice – staff privacy notice adopted.
- 2.1 Budget 2018/19 approval – with a minor amendment to the utilities budget the 2018/19 budget was approved.
- 2.2 Churchyard maintenance – reviewed as exempt item at the end of the meeting due to commercial and personnel confidentiality.
- 2.3 Review of hiring charges from 1 Sep 2018 – the proposed hire charges were approved, including the introduction of a hire charge for using the kitchen and facilities.
3. Tennis courts maintenance – it was agreed to proceed with the court cleaning and review the state of the court markings following this.
4. Insurance renewal – reviewed as exempt item at the end of the meeting due to commercial confidentiality.
5. Play equipment at Chartwell – it was agreed to proceed with the proposal to remove the remaining play equipment at Chartwell as this no longer meets the required standards (highlighted in the recent audits). Total cost for removal, topsoil and reseeding the area is £2,210.  
It was decided to review possible alternatives for the location as part of the Business Plan.
6. Request from Angling Association to treat the Island Pond – it was agreed to proceed with the essential works to remove weeds at a cost in the region of £750-£1,000.

7. Request from Scouts for contribution towards trip to Ypres – it was agreed that a contribution of £250 would be made towards the trip.
8. Watersafe contract – it was agreed to move to a new provider, delivering a saving of around £500 per year. It was agreed that essential training for Council staff and members of the bowls club could go ahead.
9. DALC subscription fees for period 1.4.18 – 31.3.19 – it was agreed to go with option one, at a cost of £888.51

## 9. Derbyshire Association of Local Councils

### DALC

#### 03/2018 circulated

- Data Protection Bill and GDPR
- HR issues
- Councillor Essential Training

#### 04/2018 circulated

- DALC Spring Seminar
- New Training Offer
- There are 2 new legal briefings from NALC:
  - GDPR: Reporting Personal Data Breaches
  - Financial Assistance to Churches

10. Planning applications – the listed applications were noted.

11. Planning decisions – the listed decisions were noted.

12. Accounts - receipts noted and the payments below were approved. Profiled budgets were noted.

## Receipts and Payments for January 2018

### Receipts

Date	Reference	Payer	Amount (£s)	Detail
03-Jan-18	854	J Hutchings	320.21	Lettings
08-Jan-18	BAC	J Gascoigne	270.00	Lettings
09-Jan-18	BAC	Madin	114.80	Lettings
16-Jan-18	855	J Hutchings	386.15	Lettings
19-Jan-18	BAC	NS & JLN Baker	99.40	Lettings
19-Jan-18	BAC	Derbyshire County Council	875.00	Lettings
25-Jan-18	849	Bowls Club rent	638.00	Fees
31-Jan-18	INT	RBS	22.63	Interest
		Total for the month	2,726.19	

### Payments

Date	Reference	Payee	Amount (£s)	Detail
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03-Jan-18	6536	Town & Country UK CC	78.12	Window cleaning at P Hall
03-Jan-18	6537	Eurooffice	39.49	Stationery
03-Jan-18	6538	DALC	40.00	Training - one delegate
09-Jan-18	6539	Wingerworth Church Centre	300.00	Café WY
09-Jan-18	6540	J Sloane	200.00	Bond refund
09-Jan-18	6541	D Ruff	200.00	Chairs Allowance
09-Jan-18	6542	British Gas	616.24	Gas P Hall
12-Jan-18	6543	British Gas	217.32	Electricity P Hall
12-Jan-18	6544	Yellow Publications	26.60	Maps of Wingerworth
15-Jan-18	6545	Paul Smart	417.00	WNS drop and grit run 18.12.17
15-Jan-18	6546	British Gas	99.79	Electricity P Hall
15-Jan-18	6547	Interserve FS (UK) Ltd	59.62	Watersafe contract
19-Jan-18	6548	Hags SMP Ltd	354.00	Swing repair - Adlington
19-Jan-18	6549	British Gas	2,420.32	Gas P Hall
23-Jan-18	6550	Eurooffice	100.73	Toners and A4 paper
31-Jan-18	6551	Spirrac	94.80	Air con service P Hall
31-Jan-18	6552	John Gregory & Sons Ltd	43.20	RoW boards Fpaths
31-Jan-18	6553	NEDDC	1,234.80	Emptying dog bins
31-Jan-18	6554	Yellow Publications	53.20	Maps of Wingerworth
15-Jan-18	DD	BT	90.12	Phone line at P Hall
19-Jan-18	CHG	RBS	9.80	Bank charges
19-Jan-18	SO	NEDDC	7,550.00	Salaries and expenses
22-Jan-18	SO	Mr D Robins	450.00	Bowling green maintenance
22-Jan-18	SO	Personnel Advice	120.00	HR services
		Total for month	14,815.15	

13. Finance - the bank balances and bank reconciliation were noted.

14. Reports from Council committees and advisory groups.

Councillor Kevin Broughton reported on the Health & Safety Committee meeting with representatives from the Allotment Holders Association to discuss the findings from the health and safety audit. The Association are passionate about making sure everyone is kept safe and working within guidelines. It was approved that the Council would contribute £80 to support the Association working with the health and safety consultant.

The Health & Safety Committee are due to meet next month.

Councillor Cecilia Harper reported on the Churchyard Committee meeting, discussions included litter picking in the church and churchyard maintenance.

Councillor Colin Berry reported on the Allotment Association meetings, including a committee meeting and the Annual General Meeting. Actions from the health and safety audit include the preparation of a risk assessment, training on lawnmower use and asking plot holders to ensure their sheds are locked when they are not on the plot.

Councillor Colin Berry also reported on the Produce Show, advising that a previous attendee has offered to donate four medals for the next show, and a further donation of £20 has been received towards classes for children.

15. Date of next meeting – Wednesday 4 April 2018 at 7:00pm – Commencing with the Annual Meeting of Electors.

The Chair thanked members of the public for their attendance at the meeting.

The Chair closed the meeting at 8:20pm.

8. It was resolved that in view of the confidential nature of the business about to be transacted it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw from the meeting.

8.2.2 Contractor charges for hedge cutting and plans for 2018-19 and 2019-20 churchyard maintenance were discussed, including options for a wild flower section. It was agreed that the Chair and the Clerk would contact the church to discuss plans.

#### 8.4 Insurance

Insurance renewal – it was agreed to proceed with the current insurance renewal and obtain quotes for 2019-20.