

Wingerworth Parish Council

Clerk: Charlotte Taylor
36 Hawksley Avenue
Chesterfield S40 4TW



WINGERWORTH
PARISH COUNCIL

30 April 2019

Dear Candidate

**Notice of meeting of the Annual Meeting of the Parish Council on Wednesday 8 May 2019
– 7:00pm at the Parish Hall.**

Please note prior to the meeting the Council will be holding a Code of Conduct training session commencing at 6:00pm, all councillors are required to attend this session.

If you are elected to the Parish Council following the elections on Thursday 2 May 2019, you are summoned to the next meeting of the Council which will take place as detailed above. The agenda and supporting papers for this meeting are attached. The minutes are enclosed.

In the event that you are unable to attend you should inform me in advance of the meeting so that I am able to record your apologies.

In the event that you are not elected to the Council please dispose of these papers.

Yours faithfully

A handwritten signature in black ink that reads 'Charlotte Taylor'.

Charlotte Taylor
Clerk to the Council

Wingerworth Parish Council – Annual Meeting of the Council on Wednesday 8 May 2019.

1. Parish Council Declarations of Acceptance of Office and Register of Interest Forms
2. Election of Chair and Declaration of Office
3. Election of Vice Chair and Declaration of Office
4. Apologies for absence
5. Variation of order of business
6. Declaration of interests
7. Public forum
8. Confirmation of previous minutes
9. Chair's announcements
10. Clerk's report – information
 - 10.1. Feedback from Parish and Town Council Liaison (enclosed)
 - 10.2. Annual Allotment Visit – 23 June 11:00am
 - 10.3. LEADER bid submitted for play equipment on Chartwell Park
 - 10.4. Annual Meeting of Electors – Friday 17 May 2019
11. Clerk's report – decisions
 - 11.1. Annual Governance and Accountability Return 2018/19 (enclosed)
 - 11.1.1. Approve Section 1 Annual Governance Statement 2018/19 – to approve
 - 11.1.2. Approve Section 2 – Accounting Statements 2018/19 – to approve
 - 11.1.3. Income and Expenditure Account for Year Ending 31 March 2019 – to note
 - 11.1.4. Approve Balance Sheet at Year End 2018/19
 - 11.1.5. Analysis of Significant Variations on Statement of Accounts – to note
 - 11.1.6. Explanation of Variation between Box 7 and Box 8 – to note
 - 11.1.7. Bank Reconciliation for Year Ending 31 March 2019 – to note
 - 11.1.8. Annual Internal Audit Report for Year Ending 31 March 2019 – to note
 - 11.2. Approval to complete annual maintenance at tennis courts - £1,273.20
 - 11.3. Review of bank signatories
 - 11.4. Request to hold Working Group meeting; introductions to new Council – 15 May 2019
 - 11.5. Derbyshire County Council Community Managed Library – EOI deadline 17 May 2019 (EOI to be forwarded following Community Engagement Committee meeting on 7 May 2019)
 - 11.6. Resolution to proceed with the next phase of the Parish Hall project – pending outcome of consultation count on 7 May 2019
 - 11.7. Approval of expenditure for inspection and testing of street light columns for hanging baskets - £495
12. Derbyshire Association of Local Councils
 - 12.1. DALC Circular 05/2019:
 - 12.1.1. DALC Excellence Awards – Year 2 – launch today
 - 12.1.2. Internal Audit Check List
 - 12.1.3. External Audit
 - 12.1.4. Data Protection – clarification of Councillor exemption to paying a separate DP fee
 - 12.1.5. Adverse Publicity for Parish and Town Councils
 - 12.1.6. Training courses
 - 12.2. DALC Circular 06/2019:
 - 12.2.1. DALC Spring Seminar 2019 – A huge success
 - 12.2.2. Precept increases for Parish & Town Council Sector across the country
 - 12.2.3. Community Infrastructure Levy (CIL) Legal Briefing
 - 12.2.4. Plunkett trusteeships
 - 12.2.5. Police and Crime Commissioner Spring Newsletter
 - 12.2.6. Funding streams currently available

- 12.2.7. Changes to pension credit
- 12.2.8. Derbyshire Lamp Post Poppy 2019
- 13. Planning Applications (page 4)
- 14. Planning Decisions (page 6)
- 15. Accounts (page 8)
- 16. Budget (page 9)
- 17. Bank Reconciliation (page 11)
- 18. Reports from Council Committees, Advisory Groups and Workshops
 - 18.1. Allotment Association
 - 18.2. Produce Show
 - 18.3. Community Engagement Committee
- 19. Date of next meeting – Wednesday 5 June 2019

Notes:

Members have submitted Declarations of Interest forms to the District Council and these are available as a matter of public record. Any interests not registered in this way that are relevant to this agenda should be entered on the Declaration of Interest Sheet prior to the start of the meeting and must indicate the action to be taken, whether to leave the meeting or to stay in the meeting without participating in either discussion or voting on the relevant item. All entries on the Declarations of Interest Sheet for the meeting will be read out by the Clerk and confirmation sought that the record is correct.

The public forum section of the meeting is a period of no more than ten minutes in total that is available for members of the public to raise matters of concern or interest.

Where it is resolved in view of the confidential nature of the business about to be transacted that it is advisable in the public interest for the press and public to be temporarily excluded they will be instructed to withdraw from the meeting for such items which may be dealt with in the final part of the meeting subject to an agreed variation of order of business.

All notes taken by the Clerk during the course of the meeting are destroyed immediately after the minutes for the meeting have been produced.

WINGERWORTH PARISH COUNCIL

10. Planning Applications

Full details of the application can be viewed by following the link below and then inputting the application reference number: <http://planapps-online.ne-derbyshire.gov.uk/online-applications/>

10.1

Proposal: Installation of security fencing and gates with a section of ball catch netting.

Location: Hunloke Park Primary School, Lodge Drive, Wingerworth

Applicant: Derbyshire County Council

Application Code: CD4/0319/105

10.2

Application No: NED 19/00360/CM

Parish: Wingerworth

Ward: Wingerworth

Officer: Miss Emily Roper

CD4/0319/105 for installation of security fencing and gates at Hunloke Park Primary School Lodge Drive Wingerworth for Derbyshire County Council

10.3

Application No: NED 19/00349/FL

Parish: Wingerworth

Ward: Wingerworth

Officer: Asbury Planning

Application for 3 bedroom detached dwelling at 39 Rectory Drive Wingerworth Chesterfield for Mr Michael King

10.4

Application No: NED 19/00303/AMEND

Parish: Wingerworth

Ward: Tupton

Officer: Miss Emily Roper

Non-material amendment to planning application 17/01278/FLH to reduce 6 panel bi-fold door to 5 panels and insert a window at the side of the doors at 12 Mill Crescent Wingerworth Chesterfield for Mr Jamie Wilmot

10.5

Application No: NED 19/00305/FL

Parish: Wingerworth

Ward: Wingerworth

Officer: Mr Graeme Cooper

Demolition of existing dwelling and erection of new single storey dwelling with rooms in the roof space at 16 Nethermoor Road Wingerworth Chesterfield for Mrs Rachel Adams

10.6

Application No: NED 19/00311/DISCON

Parish: Wingerworth

Ward: Tupton

Officer: Mr Philip Slater

Application to discharge condition 20 (Foul Drainage Works) of planning application 17/00227/OL at Land Opposite The Avenue Visitor Centre On The South Side Of Mill Lane Wingerworth for Bellway Homes Plc

10.7

Application No: NED 19/00314/FLH
Parish: Wingerworth
Ward: Wingerworth
Officer: Miss Emily Roper

Proposed enlargement of front and rear dormers to create rooms in the roof space at 49 Davids Drive Wingerworth Chesterfield for Mr And Mrs K Whitehead

10.8

Application No: NED 19/00356/FLH
Parish: Wingerworth
Ward: Wingerworth
Officer: Miss Emily Roper

Demolition of existing garage and erection of single storey rear extension and new detached garage at 16 Florence Road Wingerworth Chesterfield for Mrs M Woodhouse

10.9

Application No: NED 19/00389/RM
Parish: Wingerworth
Ward: Tupton
Officer: Mr Philip Slater

Submission of reserved matters (Appearance, Landscaping, Layout and Scale) relating to 17/00227/OL for the construction of 80 dwellings (Major development/Affecting a Footpath/Departure from the Development Plan) at Land Opposite The Avenue Visitor Centre On The South Side Of Mill Lane Wingerworth for Bellway Homes Plc

10.10

Application No: NED 19/00376/OL
Parish: Wingerworth
Ward: Wingerworth
Officer: Mr Nigel Bryan

Outline planning application for residential development including means of access with all other matters reserved for subsequent approval (Major Development/Departure from Development Plan)

11. Planning Decisions

11.1

Application No: NED19/00249/DISCON
Parish: Wingerworth
Officer: Mr Philip Slater
Responsibility: Delegated
Agent:

Application to discharge condition 44 (Hard and Soft Landscaping) of planning application 16/00525/OL at The Former Avenue Site Derby Road Wingerworth Chesterfield for Anastasija Clayton - Homes England

CONDITIONS DISCHARGED - 4 April 2019

11.2

Application No: NED18/00492/DISCON
Parish: Wingerworth
Officer: Mr Philip Slater
Responsibility: Delegated
Agent:

Discharge of Conditions 5, 7, 8, 9, 15, 16, 18, 19, 20, 22, 28, 29 and 35 of previously approved 15/00867/FL at Cottagehill Farm And Land Between Avenue Access Road And Mill Lane Derby Road Wingerworth for Taylor Wimpey Yorkshire

FURTHER DISCHARGE REQUIRED - 28 March 2019

11.3

Application No: NED19/00048/FL
Parish: Wingerworth
Officer: Mr Graeme Cooper
Responsibility: Delegated
Agent: Design Services (Chesterfield) Ltd

Application for a single storey dwelling at Land To The Rear 40 And 42 Nethermoor Road Wingerworth for Mr J Marples

CONDITIONALLY APPROVED - 27 March 2019

11.4

Application No: NED19/00102/FLH
Parish: Wingerworth
Officer: Miss Emily Roper
Responsibility: Delegated
Agent:

Application for retention of car port at Tatters Hall Middle Road Hardwick Wood Wingerworth for Mr Tattersall

CONDITIONALLY APPROVED - 26 March 2019

11.5

Application No: NED19/00118/FL
Parish: Wingerworth
Officer: Mr Nigel Bryan
Responsibility: Delegated
Agent: Mr Sean Tucker

Retention of front porch, covered new patio area, removal of chimney, creation of privacy screen in curtilage, alteration of openings in front side and rear elevations (Revised scheme of 17/00985/FL) at Land To The East Of 20 Pond Lane Wingerworth for Mr And Mrs Hooper

CONDITIONALLY APPROVED/P.D. REMOVED - 28 March 2019

11.6

Application No: NED19/00303/AMEND
Parish: Wingerworth
Officer: Miss Emily Roper
Responsibility: Delegated
Agent:

Non-material amendment to planning application 17/01278/FLH to reduce 6 panel bi-fold door to 5 panels and insert a window at the side of the doors at 12 Mill Crescent Wingerworth Chesterfield S42 6NN for Mr Jamie Wilmot

APPROVED - 29 March 2019

11.7

Application No: NED19/00069/FL
Parish: Wingerworth
Officer: Aspbury Planning
Responsibility: Delegated
Agent: Mr Gavin Holmwood

Construction of two detached dwellings (Revised scheme of 18/00559/FL) at Land North East Of Cherry Tree Cottage Hockley Lane Wingerworth for Mr Campbell

CONDITIONALLY APPROVED/P.D. REMOVED - 12 April 2019

11.8

Application No: NED19/00212/FLH
Parish: Wingerworth
Officer: Miss Emily Roper
Responsibility: Delegated
Agent: Mr Gavin Holmwood

Demolition of existing rear extension and erection of new single storey rear extension and new side facing dormer and roof lights to create rooms in the roof space at 36 Longedge Lane Wingerworth Chesterfield S42 6PD for Mr And Mrs Flint

CONDITIONALLY APPROVED - 15 April 2019

11.9

Application No: NED19/00075/DISCON
Parish: Wingerworth
Officer: Miss Emily Roper
Responsibility: Delegated
Agent: Jonathan Clarke

Application to discharge condition 3 (samples/materials), 8 (Discharge of water), 9 (Site investigation works) and 10 (Geo-technical and geo-environmental report) pursuant of application 17/00643/FL at Land Between 47 And 51 Central Drive Wingerworth for John Stockton

CONDITIONS DISCHARGED - 25 April 2019

11.10

Application No: NED19/00267/FLH
Parish: Wingerworth
Officer: Miss Emily Roper
Responsibility: Delegated
Agent: Grandex Design

Application for two storey side extension at 81 Nottingham Drive Wingerworth Chesterfield S42 6WD for Mr Andrew Smith

CONDITIONALLY APPROVED - 25 April 2019

12. Accounts

Receipts and Payments for March 2019

Receipts

Date	Reference	Payer	Amount (£s)	Detail
01-Mar-19	BAC	J Gascoigne	171.00	Lettings
01-Mar-19	875	J Hutchings	54.00	Lettings
04-Mar-19	BAC	Badminton	72.00	Lettings
04-Mar-19	BAC	RPA	12,391.35	LEADER grant Deer Park
05-Mar-19	BAC	Table Tennis	282.00	Lettings
07-Mar-19	966	Allotment Association	272.50	Rent
11-Mar-19	876	J Hutchings	169.00	Lettings
19-Mar-19	BAC	Mother & Toddler	52.00	Lettings
28-Mar-19	BAC	NS Baker	72.00	Lettings
28-Mar-19	BAC	NS Baker	72.00	Lettings
29-Mar-19	INT	RBS	27.90	Interest
		Total for the month	13,635.75	

Date	Reference	Payee	Amount	Detail
01-Mar-19	6774	Yorkshire Water	7.18	Sewerage and water CHGS
01-Mar-19	6775	Post Office	290.00	2nd class stamps
01-Mar-19	6776	Mitchell & Proctor	12,600.00	New build professional fees
01-Mar-19	6777	Men in sheds	30.00	Fpath boxes
01-Mar-19	6778	Post Office	58.00	Stamps for consultation
05-Mar-19	6779	Banner Jones	48.00	Highway search - land at Allendale
05-Mar-19	6780	Trent Furniture	8.18	Spare feet for chairs at P Hall
05-Mar-19	6781	Paul Smart	303.60	Repairs to car park at Deer Park
05-Mar-19	6782	DALC	905.39	2019-20 subscription
05-Mar-19	6783	NEDDC	23.00	Supply of open register
19-Mar-19	6784	Arden Winch	19.44	Heavy duty bin liners, parks
19-Mar-19	6785	Brampton Plumbing	200.00	Repair mens urinal at bowls club
19-Mar-19	6786	Hydro X Ltd	822.00	Storage tanks clean and chlorination
19-Mar-19	6787	NEDDC	416.05	Installation of bin at Adlington
19-Mar-19	6788	Town & Country Cleaning	78.12	Window cleaning at P Hall
19-Mar-19	6789	NEDDC	507.20	Bins at Chartwell and Allendale
19-Mar-19	6790	Project Logistics Architecture	1,706.00	Visuals for P Hall
19-Mar-19	6791	Came & Company	3,828.25	2019-20 Insurance
26-Mar-19	6792	Viking	53.99	Mobile cabinet
26-Mar-19	6793	DALC	175.00	Spring Seminar x 4 delegates
26-Mar-19	6794	P Taylor	279.13	Bond refund
13-Mar-19	DD	Water Plus	14.91	Water charges
13-Mar-19	DD	Water Plus	37.81	Water charges
19-Mar-19	SO	NEDDC	6,000.00	Salaries and expenses
21-Mar-19	CHG	RBS	15.40	Bank charges
21-Mar-19	SO	Dave Robins	475.00	Bowling Green maintenance
26-Mar-19	SO	Personnel Advice	120.00	Personnel services
26-Mar-19	DD	British Gas	215.13	Electricity at pavilion
		Total for the month	29,236.78	

13. Budget

WINGERWORTH PARISH COUNCIL Actual to Budget Comparison end March 2019	Budget 2018/19 (£'s)	Phased to Date (£'s)	Actual to Date (£'s)	Position to Date to Date % age
INCOME				
NEDDC Precept	154,103	154,103	154,103	100%
Grants (including CTSG Funding 2018/19)	2,678	2,678	2,678	100%
Parish Hall - General Lettings less Refunds	9,000	9,000	12,334	137%
Parish Hall - Contract Rents	875	875	875	100%
Allotments Rent	621	621	545	88%
Bowling Rent	2,920	2,920	3,139	108%
Tennis Rent	987	987	1,000	101%
Angling Fees	254	254	254	100%
Other Income	2,500	2,500	2,277	91%
TOTAL INCOME	173,938	173,938	177,206	102%
EXPENDITURE				
ADMINISTRATION				
Salaries and Expenses	30,807	30,807	27,430	89%
Chairperson's Allowance	800	800	800	100%
Election Expenses	2,000	2,000	0	0%
Printing, Photocopying and Stationery	1,000	1,000	1,357	136%
Computers, Software and Internet Costs	1,500	1,500	390	26%
Audit Fees	700	700	487	70%
Subscriptions	1,500	1,500	1,076	72%
Advertising inc Annual Report	2,300	2,300	2,471	107%
Recruitment and Training	1,500	1,500	1,210	81%
External Consultancy	3,500	3,500	1,347	38%
Other Costs	700	700	612	87%
ADMINISTRATION TOTAL	46,307	46,307	37,180	80%
GRANTS AND DONATIONS TOTAL	1,000	1,000	450	45%
PARISH HALL				
Salaries and Expenses	32,000	32,000	34,182	107%
Business Rates	1,620	1,620	0	0%
Electricity Supply	3,500	3,500	1,737	50%
Gas Supply	4,500	4,500	4,005	89%
Gas Service	450	450	469	104%
Water Supply	900	900	923	103%
Water Testing	1,000	1,000	542	54%
Phone	270	270	322	119%
Fire Alarm	705	705	750	106%
Trade Refuse	1,289	1,289	1,018	79%
Window Cleaning	292	292	312	107%
Hygiene Contract	1,014	1,014	1,434	141%
Cleaning Materials	750	750	430	57%
Insurance	7,000	7,000	3,828	0%
Grounds Maintenance	359	359	0	0%
Other Costs	1,000	1,000	3,108	311%
Repairs and Renewals	2,200	2,200	659	30%
PARISH HALL TOTAL	58,849	58,849	53,721	91%

FACILITIES

Allotment Expenses	205	205	0	0%
Bowling Green Maintenance	6,300	6,300	6,085	97%
Bowling Green Pavilion	500	500	583	117%
Bowling Green Other Expenses	400	400	50	12%
Tennis Courts - Maintenance	750	750	1,273	170%
Tennis Courts - Other Expenses	200	200	0	0%
Deer Park Pavilion - Electricity	600	600	860	143%
Deer Park Pavilion - Water Testing	1,078	1,078	240	22%
Deer Park Pavilion - Cleaning	1,242	1,242	1,266	102%
Deer Park Pavilion - Repairs & Renewals	1,000	1,000	0	0%
Deer Park - Cricket Field	8,027	8,027	6,496	81%
Deer Park - Football Pitch	500	500	500	100%
Deer Park - Other Costs	2,000	2,000	1,802	90%
Deer Park - Wall Pond	1,000	1,000	0	0%
Deer Park - Play Area	2,000	2,000	533	27%
Chartwell Fields - Grass Cutting	2,775	2,775	2,976	107%
Chartwell Fields - Play Area	750	750	0	0%
Adlington - Football Pitch	2,775	2,775	3,742	135%
Adlington - Other Costs	205	205	0	0%
Adlington - Play Area	800	800	321	40%
FACILITIES TOTAL	33,107	33,107	26,725	81%

ENVIRONMENT

Salary	20,000	20,000	21,522	108%
Planting Schemes	3,500	3,500	3,315	95%
Grounds Maintenance	1,000	1,000	569	57%
Footpaths	1,000	1,000	607	61%
Litter Bins	700	700	769	110%
Dog Waste Bins	4,200	4,200	3,795	90%
Grit Bins	900	900	500	0%
Bus Shelters	500	500	0	0%
ENVIRONMENT TOTAL	31,800	31,800	31,077	98%

CHURCH

Machinery Repairs and Maintenance	150	150	0	0%
Trade Refuse	900	900	701	78%
Other Costs	1,000	1,000	48	5%
CHURCH TOTAL	2,050	2,050	749	37%

TOTAL EXPENDITURE	173,113	173,113	149,903	87%
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14. Bank Reconciliation

Bank Reconciliation for year ending 31 March 2019

	£s	£s
Cash Book Balance Brought Forward		181,259.64
Total Receipts for the Year		262,121.61
Total Payments for the Year		289,784.96
Cash Book Balance Carried Forward		153,596.29
Wingerworth Parish Council Bank Statements		
Current	300.00	
Deposit	161,976.04	
Fund	0.00	
Total Bank Balances		162,276.04
Receipts Not Yet Cleared		
	34.19	
Total Receipts Not Yet Cleared		34.19
Payments Not Yet Presented		
6503 British Gas	571.24	
6664 Ebay	22.94	
6768 Wingerworth Community Assoc	350.00	
6782 DALC	905.39	
6786 Hydro X Ltd	822.00	
6790 Project Logistics Architecture	1,706.00	
6791 Came & Company	3,828.25	
6792 Viking	53.99	
6793 DALC	175.00	
6794 P Taylor	279.13	
Total Payments Not Yet Presented		8,713.94
Closing Bank Balances		153,596.29
Difference Between Closing Cash Book Balance and Closing Bank Balances		
		0.00
Adjustments to Reconciliation		0.00
Unreconciled Difference		0.00