

## **Wessington Parish Council**

Minutes of the Meeting of the Parish Council  
held at 7.00pm on Tuesday 15 September 2015  
At Christ Church, Matlock Road, Wessington

Present: Councillors S Beastall, A Fisher (Chairman), L Odell, K Ryan, B Wheatcroft, and H Singleton

Also present: E Boswell – Locum Clerk, PCSO Kate Hodnett, PCSO Matthew Shaw and 4 members of the public

### **15.69 Apologies**

None

### **15.70 Variation of Order of Business**

None

### **15.71 Declarations of Interest**

None

### **15.72 Public Participation:**

a) A further cut of the church yard was requested, the contractor will be contacted.

b) It was asked whether the Parish Council will support the provision of a Christmas Tree, a Section 137 grant application will be submitted.

c) It was asked whether the Parish Council wished the Parochial Church Council to provide a wreath, it will be put on the October agenda

### **15.73 Police Matters**

PCSO Kate Hodnett reported two crimes for the month of August 2015. On 27 August 2015 a hole was cut into the side of a garage on Hillcrest Avenue and a motorbike was taken, on 31 August 2015 a kitchen window was smashed on Back Lane and property taken. Both matters are under investigation.

Crime prevention advice will be given to the owners of the properties. It was asked whether advice would be available to other residents, this will be looked into.

Speed checks, in conjunction with the school, are taking place on A615 Matlock Road within the 30mph speed limit, the 40mph area is checked by the CREST team.

### **15.74 To determine which items if any part of the Agenda should be taken with the public excluded**

Item 12 IT

### **15.75 Minutes**

To confirm the Minutes of the Parish Council Meeting held on Tuesday 18 August 2015

**Resolved:** To sign the minutes as a true and accurate record

### **15.76 Appointment of Vice Chairman**

Proposed that Councillor Odell be elected Vice Chairman of the Parish Council for 2015/16

**Resolved:** To appoint Councillor Odell as Vice Chairman

The Vice Chairman signed a Declaration of Acceptance of Office

### **15.77 Neighbourhood Plan**

The designation of the Wessington Neighbourhood Area has been confirmed by North East Derbyshire District Council. A meeting will be arranged to discuss grant aid for the plan.

### **15.78 Village Greens**

Councillor Shingleton updated the meeting with regards to the registration of the village greens. The law gives the Parish Council the right to protect common land, but does not give the same rights as freeholders of property. The type of ownership does not amount to the type that can be registered by the Land Registry. Alternative avenues are being explored, including cautionary registration.

**Resolved:** That if cautionary registration can be registered then the Council grants approval to Councillor Shingleton to carry this out.

### **15.79 Play Ground**

#### a) Fencing Quotes

Two quotations were submitted to the meeting.

**Resolved:** To defer the matter until a third quote is available.

#### b) Insurance

Insurance has been arranged for the new equipment at a cost of £75.49 pro rata for 2015/16. Equating to an additional £99.12 per annum.

**Resolved:** To give retrospective approval for the cost of the insurance.

#### c) Weekly Play Ground Inspections

It is recommended that weekly inspections are carried out on the play equipment. A form has been drawn up to record the inspections.

**Resolved:** For Councillor Wheatcroft to carry out the inspections.

#### d) Post Installation Inspection

A post installation inspection has not been carried out on the new play equipment.

**Resolved:** The Locum Clerk to obtain quotations and arrange for this to be carried out.

### **15.80 Burial Ground**

#### a) Works that have taken place to graves,

It is now known that the works have been authorised.

**Resolved:** To note

#### b) Burial ground plan

The current layout of the burial ground is not in accordance with the plan.

A meeting is being arranged with the Parochial Church Council on the 8 October 2015 to clarify responsibilities, duties and procedures for the burial grounds.

**Resolved:** The Locum Clerk and Councillor Beastall to attend.

#### c) Burial Ground Inspections

It is recommended that monthly inspections are carried out on the burial ground.

**Resolved:** Councillor Ryan to carry out a monthly inspection

### **15.81 IT**

See 15.74

### **15.82 Governing Documents**

Councillors considered the current Standing Orders and Financial Regulations and the model documents from the National Association of Local Councils.

**Resolved:** Due to the complexity of the documents the matter to be deferred to the next meeting.

### **15.83 Electronic Meeting Summons**

It is now legal for meeting summons to be sent out electronically when Members consent to them being transmitted in this way.

**Resolved:** For Councillors Beastall, Fisher, Odell, Ryan and Singleton to receive Council papers electronically

**Resolved:** For Councillor Wheatcroft to receive Council papers by post.

### **15.84 DALC**

Two questions DALC have asked to be put on the agenda

"Are we delivering - what are we doing well?"

"What can we do for you in the future?"

**Resolved:** DALC give an excellent telephone service, their availability is very good, as are the services of Chris Moses, it is considered that the detail of courses on the website could be improved.

## 15.85 Action Log

### Parish Inspection

#### a) Parish Inspection

It is recommended that monthly inspections are carried out on Parish land. This will include a visual check of trees, dog bins, benches, bus shelters, planters and notice board. A list of assets is required and to be marked on a map.

**Resolved:** Councillor Shingleton to carry out a monthly inspection

#### b) Ben Bailey – Christ Church

It has been confirmed that all items for Ben Bailey – Christ Church have been completed.

**Resolved:** To sign off the item from the Action Log

#### c) Drainage of Greens

The Rights of Way Department have been contacted with regards to the process for applying for a change of designation from Footpath to Bridleway for Footpath 6. The process is legally complex.

#### d) Updated Plan

Actions	Priority Level	Who's Responsible	Update	Date Signed Off
Common Land Registration issues	5	Cllr Shingleton	To be completed by November 2015	
Weekly Play Ground Inspection	6	Cllr Wheatcroft		
Monthly Burial Ground Inspection	6	Cllr Ryan		
Monthly Parish Inspection	6	Cllr Shingleton		
Neighbourhood Plan	6	Cllr Fisher	Monthly update awaited	
Footpaths				
Ben Bailey (WVHDF)	6			
Ben Bailey (Christ Church)				15/09/2015
Ben Bailey (Seating)	4			
Ben Bailey (Play Area Fencing)	4	Cllr Wheatcroft	Update awaited	
Ben Bailey (Drainage of Greens)	6			
Ben Bailey (Multi user Path)	6	Cllr Beastall	Update awaited	
Playground Post Installation Inspection	1	Locum Clerk		

## 15.86 Councillor Updates

Councillor Beastall has reported damage by tractors to the verges on Moorwood Moor Lane.

Councillor Odell reported that the Wessington Fete took place on Saturday 12 September 2015. It was very wet and too windy for the inflatable castle. The trampolines and fire engine proved to be popular.

Councillor Odell reported that a number of legal issues are still holding the commencement of the village hall project; an extension has been granted for the Lottery monies. It was discussed whether the Parish Council could appoint a representative on to the village hall committee to facilitate communications; this will put on the October 2015 agenda.

Councillors Beastall, Ryan and Shingleton are to be booked onto the DALC Councillor Induction Training on 19 November 2015. Councillor Odell to notify the Locum Clerk whether or not she is able to attend.

### 15.87 Footpaths, Trees and Nature Reserve Report

Councillor Odell presented the Footpaths Report, there a number of items for reporting to the Right of Way Department at Derbyshire County Council.

### 15.88 Planning

#### Applications New

None

#### Applications Pending

15/00674/FL – Storage 2000, Matlock Road, Wessington – Construction of new vehicle service workshop

15/00287/FL Land Approximately 150m to the East of Stanford, Back Lane, Wessington – Application for a winery building, associated hard standing and small ancillary COSHH Storage

14/01207/OL - Land North West of 24 Matlock Road Wessington – Variation of Condition 3 of permission 14/00147/OL (which required 40% affordable dwellings) to allow for 10% affordable dwellings in relation to the outline erection of 36 dwellings (access considered) (Major Development) (Departure from Development Plan)

14/00547/OL – JJ Cummins Limited, Matlock Road, Wessington – Outline application for proposed residential development (means of access submitted) (extension of residential development approved under 11/00743/OL utilising the approved access) (Departure from Development Plan)

#### Decisions

15/00589/FLH - Garage Site to the Rear Of 16 Coronation Street Wessington - Construction of a concrete garage on Plot 706 – GRANTED

### 15.89 Finance

Date	Cheque Number	Payee	Description	Amount
15/09/15	000156	Came and Company	Playground Equipment Insurance	£75.49
15/09/15	000157	E Boswell	Locum Wages and Expenses	£275.23
15/09/15	000158	HMRC	PAYE	£62.25
15/09/15	000159	S Leighton	Final Wages and Expenses	£251.71
15/09/15	000160	New Leaf	Floral Displays	£1085.00
15/09/15	000161	PCC	Rent	£25.00

**Resolved:** To approve and sign the cheques

### 15.90 Literature / Correspondence received

Derbyshire Association of Local Councils

18/2015 – The National Living Wage and Pay Rises for Town and Parish Council staff, Council Pay Awards capped at 1% per annum, ACAS Guidelines Regarding Holiday Pay, Ten easy ways for Employers to lose lots of money at an Employment Tribunal

19/2015 – The General Power of Competence, Call for Executive Members for the period 2015-2019, LAIS Local Associations Information Service

20/2015 – Transparency code for smaller authorities, NALC picked to lead sector – led audit team, Legal updates and guidance notes, Community control agenda charged up parish power, Funds to protect World War One memorials revealed, Health Assessing Potential Employees, Derbyshire County Council Community Transport Consultation, Langwith Parish Council – Admin Assistance Vacancy and Willington Parish Council – Clerk and RFO vacancy.

21/2015 – DALC AGM Chesterfield FC 10/11/15, Nominations for DALC President and Vice President 2015-16, Motions for Debate, Whaley Bridge Town Council – Clerk / RFO Vacancy

22/2015 – Training – Allotments, Finance, Employment, Code of Conduct, Minutes and Procedures, Effective on line, Auto Enrolment

Derbyshire's Prepared – Flood Warden Workshop 9 September 2015

Links – Heritage Open Days – Friday 11 September Derbyshire Gypsy Liaison Group at 1-3 Lady Grove Mill, Two Dales

### **15.91 Items for October Agenda**

Reflector posts

Remembrance Wreath

Parish Council appointment of Village Hall representative

Governing Documents – Standing Orders and Financial Regulations

Draft Policies

IT Matters

### **15.92 Date for the next meeting**

Tuesday 13 October 2015 7.00pm

### **PART II – CONFIDENTIAL ITEMS**

**15.93 Resolved:** “That in view of the confidential nature of the business about to be transacted in item Staffing Matters, Draft Documents, Matter Arising, and IT it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

### **15.94 Update on staffing matters**

A letter of resignation has been received from the Clerk.

**Resolved:** To appoint E Boswell as Locum Clerk until a permanent replacement is appointed.

### **15.95 Draft Documentation**

Job Description

Time Sheet

Disciplinary and Grievance Procedure

Equal Opportunity Statement

Public Complaint Procedure

**Resolved:** To defer until a future meeting

### **15.96 Matter Arising from June Meeting (15.28.2)**

**Resolved:** To leave the matter

### **15.97 IT**

a) To consider quotations for the purchase of IT equipment for the Clerk

**Resolved:** To defer until a future meeting

b) To consider storage of computer data files

**Resolved:** Currently being stored on a memory stick belonging to Wessington Parish Council

c) To receive Website Report for August 2015

**Resolved:** For the Clerk to ask for a copy of the order that was placed for the website.

Meeting closed at 8.40pm