

**Minutes of the Meeting of Repton Parish Council held in the Meeting Room, Repton Village Hall at  
19:30 on  
Monday 9<sup>th</sup> September 2019**

**Present:** Councillors Lloyd (Chairman), Munnien, Sheldon, McArdle, Rainey, Dickson, Steel, Brown, Thomas, Griffiths.

**Staff and public in attendance:** Caroline Crowder (Clerk and RFO), District Councillor Haines, Repton School Chief Operating Officer and three members of the public.

**1. Apologies**

Councillor Perks, County Councillor Ford, District Councillor Churchill

**2. Declaration of Interests**

Councillor Munnien is on the WI committee.

**3. Approval of the Minutes of the meeting held on 8<sup>th</sup> July 2019**

Minutes approved and signed by Chairman Lloyd.

***Standing Orders lifted for Public Speaking and Planning***

**4. Public Speaking**

- a. The new representation for Repton School, the Chief Operating Officer introduced herself
- b. District Councillor Haines, reported planning was to be resubmitted for the unauthorised work that has taken place on a wall at 29 Main Street. The NDP is going through the leadership team at SDDC and will go onto their agenda for the September meeting. The previously reported issue of dumping in the brook, which was subsequently reported to the Environment Agency, seems to have been cleared. Councillor Brown could not see any evidence of dumping when he last inspected the area.

**5. Planning Matters**

- a. Planning application DMPA/2019/0948 Axis 50 (Formerly known as Burnaston Cross), Land at SK2929 1430, Etwall Road, Willington, Derby. The Chairman has put a response together, that along with some notes from Councillor Rainey will be submitted on behalf of Repton Parish Council to object to the application. It was also suggested that people should individually submit an objection to SDDC if they wished.

***Standing Orders Resumed***

**6. County, District and Parish Councillors' Reports**

- a. County Councillor Ford provided an email update on the footpath between Repton and Willington, see 10.c, with his apologies for not attending the meeting:
- b. Councillor McArdle advised the litter bin which was damaged in an accident and subsequently removed has still not been replaced by SDDC.

**Action Councillor McArdle to pass the details of location onto the clerk, who will pass to the District Councillors to chase up.**

- c. Councillors Sheldon, Brown and Thomas expressed a wish to attend the next councillors essentials course at DALC.

**Decision, all councillors were in agreement to fund this training.**

**7. Clerk's Report**

- a. All banking mandates have now been submitted and approved by Natwest and RBS.

- b. S106 applications were made and approved by SDDC, facilitated by Councillor Perks. The agreed amounts have been paid directly to the Repton Village Hall Company.
- c. Clerk advised all present of the email from DCC on Derby lamp post poppy campaign 2019, the email has also been sent to all councillors.
- d. The clerk is away for the last full week in September. Councillors McArdle and Griffiths to cover any requests received for the burial ground.
- e. Clerk advised all present of the email from DCC about Snow Warden cover. For further information visit [www.derbyshire.gov.uk/snowvolunteers](http://www.derbyshire.gov.uk/snowvolunteers)

## 8. **Chairman's Announcements**

- a. The Chairman has sent a personal letter to the Awbery Management Centre thanking them for the kind donation of office furniture. It was also agreed to send a letter from the Council to formally thank them.

### **Clerk to write and send a thank you letter to Awbery Management Centre**

- b. It was suggested we held the annual Finance meeting on Monday 25<sup>th</sup> November 2019 in the meeting room at the Repton Village Hall. All councillors present agreed to this date and their attendance if possible.

### **Clerk to prepare finance report for the October meeting**

- c. The Chairman has purchased a copy of the Village Survival Guide which will be stored in the office for anybody who wishes to borrow it.

## 9. **Elderly Services** (Councillors **Sheldon**, Perks, Lloyd, McArdle)

- a. Repton Parish Council Survey is an independent survey. Trent and Dove who are facilitating this survey have signed a confidentiality agreement, which will be stored in the council office. A meeting was held between some councillors and a Trent and Dove representative on the 22<sup>nd</sup> July, the minutes will be reissued to all councillors by the clerk. The survey should go out to all households in the near future.

## 10. **Youth/Playing Fields Facilities** (Councillors **Steel**, Perks, Griffiths, Munnien; Mr Skeith)

- a. The defibrillator for Broomhills has been ordered and delivered to the Village Hall. It's positioning at Broomhills needs to be agreed, and it then needs to be installed. Councillor Steel is awaiting a final quote for the doors and windows at Broomhills. He is also to meet with Repton Casuals to discuss the next steps following on from the quotes.
- b. SDDC have replaced their padlock on the gate at Mitre Field
- c. All play sessions appeared to go well, with the exception of the second one, which was closed early due to the inclement weather.

## 11. **Village Maintenance and Footpaths** (Councillors **Dickson**, Sheldon, Griffiths, Brown, McArdle, Munnion)

- a. Councillor Thomas has found two benches that would benefit from a repaint in the near future. He will bring this up at the finance meeting to ensure it goes into the budget for next year.
- b. Repair work has been completed on the staked boards along the edge of footpath 9 part ways between FP10 and FP6.
- c. Update from County Councillor Ford on the footpath between Repton and Willington:

*Further to your email below that has been passed to this office via Mike Ashworth office. I apologise that no response was initially sent to you, this was an oversight as the initial enquiry was not in your name. The highway inspector has visited this sight on 28 August 2019 and believes there is no evidence of any actionable concerns on this stretch of highway, this is due to minimum footway width available and the condition of the footway is good. However, the highway inspector does not dispute that it would benefit from siding out the undergrowth to look better and to increase available width slightly more. As this is a monthly inspected road, and the road is used regularly to access Repton and Newton Solney this stretch is being monitored*

*frequently and do not believe it to be advantageous to side out vegetation at this time. However, this is under review and on a list of consideration for issuing works if required*

It was suggested that a meeting be arranged for a DCC representative to meet with Councillors to highlight the safety concerns which they have along this footpath

**Clerk to write to DCC requesting a meeting.**

- d. Somersgate Estate meeting will be attended by Councillors Munnien and McArdle and District Councillor Haines
- e. Rights of Way Minor Maintenance Agreement 2019/20 has been applied for and invoices will be submitted later in the year by the clerk to claim the maximum reimbursement of £495.00
- f. The broken stile which was reported to DCC has now been repaired.
- g. A member of the public had asked if stiles around Repton could be replaced to ensure easier access for all. The Council is only responsible for access on their property; it is the responsibility of the land owner for all other areas. It was agreed that the footpaths working group would assess the situation in Repton and report back to the council
- h. The Environment Agency and Councillor Dickson had conversed on the issue of a fallen tree on the brook. The Agency has chased the land owner and will revisit the site.

**12. Burial Ground and Allotments** (Councillors **Rainey**, Steel, Thomas, Griffiths, McArdle)

- a. It was agreed that the working group would report back to the council at the next meeting on the issues of sheds;
- b. Bonfires and
- c. Skips
- d. Allotment Inspection
  - i. A willow tree and rose bush in allotment plot 14 are taking up room and water, it was suggested that these be removed. For the removal it would first require agreement from the allotment holder.
  - ii. It was agreed to send a letter to the allotment holder on plot 14 about the above tree and rose bush and also suggesting that they relinquish half of their allotment.

**Councillor Steel to draft a letter on behalf of the council**

- e. Burial ground tidy up completed by Mercia Garden Care as an extension of their grounds maintenance contract, £100 agreed and paid for the work
- f. It was agreed that Mercia Garden Care could replace the missing hedge in the burial ground as per their quote of £50

**Clerk to advise Mercia Garden Care to go ahead with the work.**

**13. Village Heritage and Improvement** (Councillors **Thomas**, Steel, Perks, Dickson)

- a. Councillor Thomas has gained some extra detail from the companies that provided quotes on the Repton Cross and put together a review of these quotes. It was agreed by all councillors that the quotes from two companies were of a similar specification and price; it would depend on which company could carry out the work in the required timescale that would be awarded the contract.

**Decision approved by all councillors present**

**Councillor Thomas to send the details to Councillor Dickson who would then progress this with the companies concerned**

- b. Councillor Lloyd had made a speech at the official opening of the Village Hall last weekend on behalf of the council. The Repton Show had been held and the community café open, which was a success. Councillor Sheldon suggested that the council look into purchasing a defibrillator for the Village Hall, he was asked to bring this to the finance meeting. He also wanted it noted that he felt there should be a drop kerb at the front of the Village Hall.
- c. The office move to the Village Hall needs to be completed by the end of September as notice has been given on the current office space. BT may not have installed the broadband and phone line for then, they have agreed to provide mobile internet access from the 23<sup>rd</sup> September if they have not installed the lines. Councillor Perks is to progress this issue with them. The lockable cupboards are on order and should hopefully be delivered within the next ten days. However if these are not available in time for the move, then Councillors Perks and Griffiths have offered to store the contents of the office

until they are available. The furniture in the current office, apart from the chair, will not be moving to the Village Hall. We have asked Betel for a quote to remove this but they have not responded. The Chairman is to ask other local organisations if they would like any of the furniture. If not it was agreed to by all councillors that an office clearance company would be contacted and paid to remove the furniture. It was agreed that as many councillors as possible would attend the current office at 3pm Monday 16<sup>th</sup> September to either start moving or to assess the situation.

- d. The WI have got agreement from Repton School to host a Christmas tree to the left of Kindersley Gate, which the School will put up and take down, and their electrician will install the lights. We have spoken to our insurance company who have confirmed that it would be covered under our insurance under certain conditions. It was proposed by Councillor Thomas and agreed by all councillors present for the council to buy the stand and the lights for the tree.

**Councillor Rainey is to complete a risk assessment for the next council meeting**

- e. It was agreed that the council would take part in the St Wystans Church Christmas Tree Festival this year and Councillor Munnien would organise this.
- f. The playing field group are to liaise with the Mitre Field organisation on the concrete table tennis which has been previously discussed
- g. It was agreed by all councillors present that a donation of £100 for one more box of silk poppies, and expenses of approximately £15 be paid to Mr Skeith who has kindly offered to organise the display on the Repton Cross.

**14. Police/Safety and Highways** (Councillors **Griffiths**, Dickson, Brown, Thomas, Rainey)

- a. Applications have gone into DCC and approved for three planters on the triangle near the cross, and one either side of the bench near the vicarage is progressing. It was however discussed during the meeting that we may wish to look into putting plants directly into a bed near the Vicarage instead. It was agreed that a three way working party should be put together involving the Parish Council, the Allotment Committee and the Village Society, they will then report back at the next meeting.

**15. Arboretum/Sledge Wood** (Councillors **Brown**, Lloyd, Munnien; Mr McGahan)

- a. **Clerk to ask SDDC what their plans are for the arboretum**

**16. Neighbourhood Development Plan and Planning** (Councillors **Lloyd**, Perks, Sheldon, Munnien, Rainey; Mr Thompson)

See 4.b

**17. Information Technology** (Councillors **Griffiths**, Munnien)

We need to review our website due to new regulations coming in. Councillor Griffiths has reviewed these and agreed to develop the new website. He proposes to move the site from Astutium (our current hosts) to Bluehost. We pay £32 per year to Astutium. Bluehost will cost about £30 per year. With Bluehost we would need to sign up and pay for 3 years to get that rate. This was agreed to by all councillors present.

Backblaze is now in use for the clerk's laptop to ensure all data is backed up.

**18. Working Parties** (all councillors)

It was agreed by all councillors present that a leader for each working party should be named. This was done and the leader is highlighted in bold and yellow against each working party/heading in the minutes, along with the membership of that group.

## 19. Finance

### a. Receipts since last meeting

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Invoice Number	Total value (including VAT)	Date paid in/out	Destination Account	Transaction Method
03/07/2019	0025	Income	Precept	SDDC	100292	£ 20,721.50	05/07/2019	Natwest Current Account	BACS
22/07/19	0026	Parks	Baby and Toddler Group	Repton Baby and Toddler Group		£ 180.00	22/07/2019	Natwest Recreation Ground Account	Cheque
19/07/19	0027	Burial_Ground	Additional inscription fee	Artstone Memorial		£ 100.00	19/07/2019	Natwest Current Account	BACS
28/06/19	0028	Bank_Income	Interest	RBS	113	£ 5.49	28/06/2019	RBS Reserves	Interest
07/08/19	0029	Burial_Ground	Replacement headstone fee	Co-op Memorial (Clive James Lovatt)		£ 100.00	07/08/2019	Natwest Current Account	Cheque
22/07/19	0030	Burial_Ground	Interment in ashes plot	Artstone Memorial (Humphries)		£ 200.00	22/07/2019	Natwest Current Account	BACS
08/07/19	0031	Reimbursements	S106	SDDC		£ 6,991.00	02/08/2019	Natwest Current Account	BACS
22/08/19	0032	Bank_Income	Interest	RBS	114	£ 6.47	31/07/2019	RBS Reserves	BACS

### b. Payments since last meeting

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Invoice Number	Total value (including VAT)	VAT	Sub Total (without VAT)	Date paid in/out	Destination Account	Paying in number/Cheque Number	Transaction Method
10/07/2019	5060	Allotments_	Water	South Staffs Water	9066228655	-£ 21.01	£ -	-£ 21.01	15/08/2019	Natwest Current Account		Direct Debit
18/07/2019	5061	Village_Hall_	Construction payment	Repton Village Hall Company	Certificate 6	-£ 9,854.54	£ -	-£ 9,854.54	18/07/2019	Natwest Current Account	002874	Cheque
01/08/2019	5062	Staff_	Salary	C J Crowder		-£ 676.57	£ -	-£ 676.57	01/08/2019	Natwest Current Account	002875	Cheque
16/07/2019	5063	Village_Amenities_	Litter bin emptying	SDDC	80845990	-£ 833.44	£ -	-£ 833.44	25/07/2019	Natwest Current Account	002876	Cheque
18/07/2019	5064	Office_	Computer_stationary_postage	Viking	9995272	-£ 70.06	£ -	-£ 70.06	25/07/2019	Natwest Current Account	002877	Cheque
29/07/2019	5065	Parks_	Broomhills Pavilion Cleaning	C Hawksworth	82	-£ 78.00	£ -	-£ 78.00	01/08/2019	Natwest Current Account	002878	Cheque
31/07/2019	5069	Burial_Ground_	Mowing	Mercia Garden Care	201928	-£ 120.00	£ -	-£ 120.00	07/08/2019	Natwest Current Account	002879	Cheque
31/07/19	5070	Footpaths_	Control to surface vegetation	Mercia Garden Care	201930	-£ 410.00	£0.00	-£410.00	07/08/2019	Natwest Current Account	002879	Cheque
31/07/19	5071	Burial_Ground_	Mowing	Mercia Garden Care	201930	-£ 270.00	£0.00	-£270.00	07/08/2019	Natwest Current Account	002879	Cheque
31/07/19	5072	Burial_Ground_	Miscellaneous	Mercia Garden Care	201930	-£ 75.00	£0.00	-£75.00	07/08/2019	Natwest Current Account	002879	Cheque
01/08/19	5076	Office_	Rent	Jaipur Restaurant		-£ 220.00	£0.00	-£220.00	01/08/2019	Natwest Current Account		Standing order
01/08/19	5077	Office_	Telephone and broadband charges	BT		-£ 66.00	£0.00	-£66.00	01/08/2019	Natwest Current Account		Direct Debit
19/08/19	5078	Village_Amenities_	Defibrillator	St John Ambulance Supplies	18295	-£ 2,192.40	£365.40	-£2,557.80	22/08/2019	Natwest Current Account	002880	Cheque
01/09/19	5079	Office_	Rent	Jaipur Restaurant		-£ 220.00	£0.00	-£220.00	01/09/2019	Natwest Current Account		Standing order
01/09/19	5080	Office_	Telephone and broadband charges	BT		-£ 66.00	£0.00	-£66.00	01/09/2019	Natwest Current Account		Direct Debit
22/08/19	5081	Office_	Furniture	Office Furniture Online	4890838	-£ 489.60	-£81.60	-£408.00	22/08/2019	Natwest Current Account	002881	Cheque

### c. Payments for Approval

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Invoice Number	Total value (including VAT)	VAT	Sub Total (without VAT)	Date paid in/out	Destination Account	Paying in number/Cheque Number	Transaction Method
05/08/2019	5068	Village Amenities	Planters	Firs Farm Nurseries Ltd	1034	-£ 159.94	-£ 26.66	-£ 133.28	09/09/2019	Natwest Current Account	002886	Cheque
22/08/19	5082	Petty_Cash_	Miscellaneous	Make petty cash up to £100		-£ 59.37			09/09/2019	Natwest Current Account	002882	Cheque
01/09/19	5083	Staff_	Salary	C J Crowder		-£ 676.37			09/09/2019	Natwest Current Account	002883	Cheque
01/09/19	5084	Parks_	Broomhills Pavilion Cleaning	C Hawksworth		-£ 72.00			09/09/2019	Natwest Current Account	002884	Cheque
28/08/19	5085	Office_	Computer_stationary_postage	Backblaze (pay Ian Griffiths)		-£ 60.85			09/09/2019	Natwest Current Account	002885	Cheque
09/09/19	5086	Footpaths_	Repair work	Home Farm Heritage Limited	252	-£ 990.00	-£165.00	-£825.00	09/09/2019	Natwest Current Account	002887	Cheque

Resolved, all payments and receipts approved.

### d. Bank Balances

Account Name	Balance
Natwest Current	£80,332.65
Natwest Recreation Ground	£1,980.99
Royal Bank of Scotland Reserves	£35,777.69
Petty Cash	£100.00

### e. Fixed Assets

Broomhills Defibrillator to be added

## 20. Correspondence

- South Derbyshire CVS Funding Event, Wednesday 25th September 2019 10am – 12:30pm Sharpe's Pottery Museum, Swadlincote
- Open Mic at the Delph
- Thinking of Starting a Business, Wednesday 9th October 5:30pm-8pm, Sharpe's Pottery Museum, Swadlincote
- Fly tipping on Robin's Cross Lane, SDDC workers cleared on 29th July 2019, communication from District Councillor Andrew Churchill
- Invitation to South Derbyshire Civic Service 8th September
- Poppy Appeal letter from 8th December 2018 acknowledging donation from Repton Parish Council
- What's On Summer and Autumn 2019
- Creative Play letter and brochures
- Live Life Better Derbyshire survey
- SNT contact details
- 2019 Parish and Town Council Liaison Forum Questionnaire

## 21. Reports to Note

- DALC Circular 09/2019
- DALC Circular 10/2019

## 22. Date and time of next Parish Council meeting

Monday 14<sup>th</sup> October 2019, 19:00 Parish Meeting immediately followed by the Parish Council Meeting at Milton Village Hall.

**The Press and Public are invited to attend. Plans are available for inspection, by appointment, at The Parish Council Office, Mondays and Thursdays 14:00 to 17:00**