

**Minutes of the Meeting of Repton Parish Council held virtually via Zoom meeting at 19:30 on Monday 20<sup>th</sup> April 2020**

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

**Staff and public in attendance:** District Councillors Churchill and Haines, and one member of the public.

The meeting is to be recorded and this was declared on the agenda.

**1. Apologies**

Chief Operating Officer Repton Schools

**2. Declaration of Interests**

None

**3. Approval of the Minutes of the meeting held on 9<sup>th</sup> March 2020**

The minutes were unanimously approved and will be digitally signed by Chairman Lloyd as a correct and true record after the meeting, see appendix A.

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

**4. Public Speaking**

None

**5. Planning Matters**

No comments declared

***Standing Orders Resumed***

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

- a. District Councillor Churchill advised that flood resilience grants of up to £5,000 were available per household but there had been a low take up. All applications would be dealt with in the strictest confidence.
- b. He expressed his thanks to SDDC for the level of normal service that they had been able to provide in the current situation, with particular thanks for the bin emptying.
- c. He had provided a cyber and fraud information sheet to the clerk, which had been circulated to all parish councillors by the clerk.
- d. He had seen that some potholes had been repaired that he had reported but it was understandable that this was not DCC's priority at this time.
- e. Fly tipping has increased during lockdown; he had reported issues on Meadow Lane and at Ingleby. If anybody witnessed any further tipping they could report directly to him.
- f. He wished to thank the whole community for the wonderful community spirit that has been seen during these exceptional circumstances.
- g. There are five trials of wild flower planting within South Derbyshire, the local one to Repton is on Hartshorne Road, and the flowers should be starting to appear soon.
- h. District Councillor Haines stated that although SDDC had stopped grass cutting during lockdown as priorities were elsewhere, where they can they are now starting to continue with the normal grass cutting service.
- i. Councillor Brown advised he had seen fly tipping evidence at Robins Cross again.

## 7. Chairman's Report

The chair wished to thank everybody for the fantastic help and support and the wonderful community spirit which has been seen in the Repton parish.

## 8. Clerk's Report

- a. New legislation has come into force since lockdown has started. This means that parish council meetings can now be held virtually. There is also no requirement to hold an annual meeting this year. This means that the current chair can remain until the annual meeting 2021, although they are allowed to stand down if they wished. Councillor Lloyd advised that she was content to stay in the position for the time being. **All councillors resolved that until the current restrictions were lifted we would use zoom for virtual meetings. Action: Clerk to update standing orders to include the new legislation and purchase zoom subscription on a monthly basis.**
- b. Mercia Garden Care has accepted the Council's contract for grounds maintenance and agreed to keep the same prices as for last year.
- c. All but one allotment has now been paid for. The allotment holder in question has been contacted on numerous occasions via email and telephone since January 2020 but no response has been received. **All agreed that a letter should be issued to them advising that the plot was being taken back into council ownership and would be allocated out to the next person on the waiting list.**
- d. Retrospective authorisation was needed for applying for digital banking on the recreation ground account. All councillors with authority to sign on the account had agreed to this via email. **All councillors agreed that digital banking could be applied for.**
- e. Bench and railings painting quotes were still being sought, but given the current situation none had yet been received.
- f. Fly tipping near Mount Pleasant had been reported to SDDC following a complaint received into the parish council.
- g. Loose dogs and dog mess had been reported to SDDC following a complaint received into the parish council.
- h. Councillors discussed the need for two new trough planters and made the decision these were not required at present. **Councillor Thomas proposed and Councillor McArdle seconded, and all resolved to have one of the large planters put next to the bench near the vicarage. Action Clerk to ask Mercia Garden Care if they could assist in moving the planter into place and if the allotment holder that had volunteered to plant it up could please do so.**
- i. **All resolved to accept the accounts that the Clerk had previously circulated to the councillors for the financial year 2019-20. See appendix B.**
- j. To apply for the pension from DCC we need a clear minute item. **All Councillors agreed to the following wording and resolved that "It is agreed that membership of the LGPS should be sought for Mrs C Crowder, Clerk and Responsible Finance Officer to Repton Parish Council and backdated to January 1<sup>st</sup> 2020". Action Clerk to provide information back to DCC.**
- k. Internal audit, documents had been delivered to the internal auditor for them to process.

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

Nothing to report

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

- a. The Bi-design quote was discussed. The clerk advised that three quotes should be sought as per the financial regulations. The councillors decided that under the current lockdown circumstances that it could prove difficult to gain any other quotes and wished to proceed with the Bi-design quote. **All councillors resolved to appoint Bi-design as per their quote for architectural services for the proposed replacement windows and doors planning submission for work at Broomhills Pavilion. See appendix C for the quotation.**

- b. Grass cutting had not been done at Mitre Field due to the current situation and priorities being elsewhere, District Councillor Haines advised that as soon as possible the grass would be cut.

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

- a. Some footpaths were starting to have issues noticed and reported. The Rights of Way Minor works would be applied for to DCC, and Mercia Garden Care would clear those routes. All other footpath issues should be reported directly to DCC or via the Clerk.

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

- a. A rat problem has been reported at the allotments. Two allotment holders had tried to sort the issue to no avail. One councillor believed it could be due to the poultry that are being kept on site. **It was resolved that Councillor Steel would ask SDDC to investigate what action could be taken. Financial implications to be considered at a future meeting.**
- b. The council had agreed to fund a brazier, but none was suitable to purchase. An allotment holder had built a brazier and also mended a water leak at the allotments. It was suggested that a donation of £100.00 be made to the allotment association to cover costs. **Nine councillors agreed to this, one councillor did not; resolved to pay the £100.00 donation via S137 power.**

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

- a. Councillor Perks had circulated an email to all councillors of possible ideas for development in the village. He was happy to discuss these further with councillors outside of the meeting.

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

- a. We have still not seen the Traffic Order from DCC, but appreciate in the current circumstances that it may not be a high priority.
- b. Councillor Sheldon asked that flooding be added back into the agenda for the next meeting. **Action Clerk to add flooding to the agenda.**

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

- a. An article was published in the Parish magazine, seeking contact with those wishing to adopt a tree later this year. We have seen six reservations and one inquiry.
- b. An order was placed with Woodgrow (under the clerk and chair powers documented in financial regulations 4.1) to undertake remedial and maintenance work in the existing arboretum. This work has not yet been carried out as they are struggling for staff at the moment.

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

Nothing to report

**17. Finance**

a. **Receipts since last meeting**

In last year's finances: Allotments rents	£72.00
In last year's finances: Bank Compensation from RBS	£50.00
Allotment rent	£72.00
Precept from SDDC	£21,136.00
Support Grant from SDDC	£693.00

**b. Payments for Approval**

Date	Payment method/cheque number	Name	Description	Vat	Total	Details for banking	Notes
20/04/20	BACS	Broomhills Cleaning	C Hawsworth		£36.00	Current Account	Approval sought
20/04/20	BACS	Planter fill	O Jowett		£53.98	Current Account	Approval sought
20/04/20	Direct Debit	Email account	BT		£7.50	Current Account	Approval sought
14/04/20	Direct Debit	Loan repayment	Public Works Loan Board		£11,301.39	Current Account	Approval sought
20/04/20	BACS	Mitre Field work	Tree & Garden Services	£256.00	£1,536.00	Current Account	Approval sought
20/04/20	BACS	PAYE and NI	HMRC		£419.93	Current Account	Approval sought
20/04/20	BACS	Mobile phone top up March 2020	C J Crowder		£10.00	Current Account	Approval sought
20/04/20	BACS	Mobile phone top up April 2020	C J Crowder		£10.00	Current Account	Approval sought
20/04/20	BACS	Annual Subscription	DALC		£882.91	Current Account	Approval sought
20/04/20	Standing Order	Office Rent	Repton Village Hall Company		£230.00	Current Account	Approval sought
20/04/20	BACS	Clerk Salary	C J Crowder		£762.18	Current Account	Information only
20/04/20	BACS	Burial Ground grass cut	Mercia Garden Care		£90.00	Current Account	Approval sought
20/04/20	BACS	Zoom meetings	Zoom (via C J Crowder)	£2.40	£14.39	Current Account	Approval sought
20/04/20	BACS	Mileage for delivering paperwork for internal audit	C J Crowder		£9.90	Current Account	Approval sought
			<b>TOTAL</b>		<b>£258.40</b>	<b>£15,364.18</b>	

Resolved, all payments approved. Councillors Dickson and McArdle to digitally sign off on payments for approval. See appendix D.

**c. Bank Balances**

Account Name	Balance
Natwest Current	£69,231.24
Natwest Recreation Ground	£1,003.02
Royal Bank of Scotland Reserves	£42,215.62
Petty Cash	£100.00

**d. Fixed Assets**

No updates

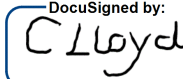
**18. Correspondence**

From	Subject	Date Received
DALC	Various x 14	Since last agenda until 9 <sup>th</sup> April 2020
DCC	Road Closure at Milton x 3	Since last agenda until 9 <sup>th</sup> April 2020
DCC	Community News x 2	Since last agenda until 9 <sup>th</sup> April 2020
HMRC	Covid-19 and Job Retention	Since last agenda until 9 <sup>th</sup> April 2020
Mailbox Distribution	Open for business	26/03/2020
DCC Footpaths Officer	Enquiry Reference 35891664/F687835 - Repton Public Bridleway 42 - Locked Gate	30/03/2020
NALC	Various x 19	Since last agenda until 9 <sup>th</sup> April 2020
SDDC Planning	Various x 12	Since last agenda until 9 <sup>th</sup> April 2020
DCC Policy and Research	Various x 3	Since last agenda until 9 <sup>th</sup> April 2020
Public Works Loan Board	Audit Statement and invoice	06/04/2020
SDDC Park life Officer	Closure of Play Areas Covid-19	27/03/2020
District Councillor Andrew Churchill	Various x 13	Since last agenda until 9 <sup>th</sup> April 2020
SDDC	Community Update	08/04/2020

SDDC	Area Forum Meetings	24/03/2020
SDDC Environmental Health	Covid-19 Advice	31/03/2020
South Derbyshire CVS	Community Support during Covid-19	03/04/2020
Councillor Perks	Co-op Store	17/03/2020
Councillor Perks	Repton Village Centre	11/03/2020
District Councillor Kerry Haines	Our Officers on Patrol	19/03/2020
Nicola Lynes	Join in the Big TTTV Litter pick!	10/03/2020
Sue Goodwin	The Village News is now Online	05/04/2020
Emily Wakeland	Uplift and Community Speed Watch Survey	05/03/2020

### **19. Date and time of next Parish Council meeting**

Monday 18th May 2020, 19:30 by virtual zoom meeting

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 Carol Lloyd  
 5/19/2020

**Appendix A: Signed March 2020 Meeting Minutes**



03-2020 March 9th -  
signed.pdf

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**Appendix B: Accounts for Financial Year 2019-10**



End of Year Accounts  
2019-20.pdf

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**Appendix C: Bi-design quotation**



Bi Design Architecture  
Quote for Repton Paris

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**Appendix D: Signed Payment Request**



April Agenda Payment  
Request signed.pdf

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