

**Minutes of the Meeting of Repton Parish Council held in the Repton Village Hall at 19:30 on
Monday 13th January 2020**

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

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

At the start of each meeting we are required to point out the fire exits and fire assembly point, in case of any alarms during the meeting.

1. Apologies

Councillor Munnien

2. Declaration of Interests

Councillor Perks for his involvement with the Repton Village Hall Company.

3. Approval of the Minutes of the meeting held on 9th December 2019

The Minutes of 9th December 2019 were unanimously approved and signed by Chairman Lloyd as a correct and true record.

Standing Orders lifted for Public Speaking and Planning

4. Public Speaking

- a. A member of the public was concerned about the amount of people parking their cars on the verges on Mitre Drive. They wanted to know if this was something that the Council could become involved with. Councillor Dickson advised that the road was owned by the Repton School and the residents, as such it is a private road and the Council would not be able to comment on this

5. Planning Matters

Concern was expressed regarding the planning number DMPA/2019/0135 as to the provision for parking. Councillors had concerns that this will only further add to the way that people currently park on this road, which they believed was sometimes dangerous. **Action clerk to raise concern with SDDC.** County Councillor Ford advised that there had been an assessment made recently about the highways in and around Repton and that a Road Traffic Order was currently being drawn up for consultation.

Standing Orders Resumed

6. County, District and Parish Councillors' Reports

- a. County Councillor Ford gave an update on the current state of the roads; in Derbyshire as a whole they estimate that £20 million is needed to correct the issues. He has secured a contribution of £1,500 towards the work that has taken place on the Repton Cross; he was officially thanked for this by the chair. DCC are currently setting their budget for the next financial year, and are still looking for savings. There is no further update on the Dales and Fisher Close. The pathway between Repton and Willington is still being looked into, however Councillor McArdle had recently used the footpath and although further work would be appreciated it is passable at the moment.
- b. District Councillor Haines advised that they are holding their second surgery on 20th January at 18:00 in the Maple Tree Café at the Repton Village Hall, all are welcome to attend. The new

gatepost that is needed for the footpath on Monsom Lane has been ordered and will hopefully be fitted within the next two weeks.

- c. District Councillor Churchill thanked the Council for its invitation to join the Neighbourhood Development Plan and Planning working group, but having checked as an elected official none of the district or county councillors were allowed to join. Councillor Sheldon asked if officers were allowed to be invited, he was advised that as they are employed rather than elected that we could invite them along to meetings. An email had been sent out recently from SDDC about community facility funding, clerk advised this had been circulated to all councillors. The chair asked all councillors to consider if they would like to apply for any funding and for what areas. **Action clerk to add to the agenda for the next meeting.** There had been some issues recently with SDDC not altering the contact details for the council within all their contact databases, he advised the clerk that anything further she thinks has not been sent through to contact himself and District Councillor Haines who would assist further. He passed around a 'good contacts' leaflet from the police to all present; the link for this digitally is [55077 Useful contacts leaflet Derby South 1 .pdf](#). The flood liaison committee are due to meet on the 6th February at 13:30 in the council chamber; any councillors or member of the public are allowed to attend. He advised that we could appoint a Flood Liaison Officer to represent the area; they do not have to be a councillor. **Action Councillor Lloyd to speak to a member of the public that she feels could be interested in this role.**
- d. Councillors Dickson and McArdle both expressed concern at the continuing leak on Burton Road. In Councillor McArdle's opinion this improves when Repton School are on holiday and returns when they are back in term time. District Councillor Churchill advised he has been in contact with the Repton School Bursar over this and they have had Severn Trent in to inspect the site. Councillors wished to express their ongoing concern to Repton School. **Action clerk to write to the Repton School Bursar.**
- e. Councillor McArdle had concerns about overhanging shrubs on 1 Main Street, Milton as they were blocking safe access to use the pavement. **Action clerk to report to DCC for investigation.**
- f. Councillor Sheldon currently has the planters at his residence and would like them removing ASAP. **Action Councillor Thomas to discuss with the Allotment Association what their plans are for siting and filling with plants.**

7. Clerk's Report

- a. The application for digital banking needs to be physically signed by all councillors. This was passed around during the meeting to obtain the signatures needed to allow the clerk to forward the application along to the bank.
- b. Boot Hill road closure may be in place between 13th – 24th January 2020.
- c. Booking information has been received from SDDC for the summer holiday provision this calendar year. The clerk advised that all sessions had increased by £10 and asked if the councillors wished to book the same sessions as the previous calendar year. **It was unanimously agreed to do so. Action Clerk to book with SDDC.**
- d. Meeting dates for this calendar year were decided as: 10th February, 9th March, 20th April, 18th May, 8th June, 13th July, 14th September, 12th October, 9th November, 14th December 2020. **Action Councillor Griffiths to update the website with these dates.**
- e. The new proposed Financial Regulations 2020 had been circulated before the meeting for councillors to read through. **It was unanimously agreed to adopt the Regulations.**
- f. Charity Commission Annual Return 2019 has been completed for Repton Recreation Ground; clerk is awaiting the account details for Milton Village Hall in order to complete their return.
- g. A letter has been received from DCC acknowledging their intention to provide £1,500 towards the restoration work on the Repton Cross. The chair signed off the declaration and the clerk will return to DCC for them to action.
- h. A letter was received asking if an ashes plot could be reserved in the burial ground, behind a family member. The councillors advised that current regulations do not allow for any plots to be reserved, it was suggested that the current ashes plot used by the family could be reopened when needed as it is currently only used as a single plot and all plots are double. **Action clerk to respond to the person who sent the letter.**

8. Chairman's Announcements

- a. Approval of budgetary decisions taken at the annual finance working party meeting held on 25th November, 2019. **It was agreed that the changes made to the fees and precept request discussed during the meeting were approved. The clerk had circulated the capital allocations prior to this meeting that were discussed at the finance meeting. The clerk has checked with DALC if the first increased payment of the precept had to be used for the repayment of the loan as this was the basis that the increase was agreed upon. DALC advised that this was not the case; the precept can be used for any purpose agreed by the council. After discussion two counted votes were taken. A proposal from Councillor Rainey, seconded by Councillor McArdle to make an early repayment on the loan if possible; Councillors in favour Rainey and McArdle, Councillors against Sheldon, Lloyd, Dickson, Thomas, Brown, Steele, Perks, Griffiths. A proposal by Councillor Sheldon, seconded by Councillor Thomas to include the extra money in the capital allocations; Councillors in favour Sheldon, Dickson, Thomas, Brown, Steele, Griffiths, McArdle; abstaining due to interests Councillor Perks, against Councillor Rainey. It was therefore passed to use the capital allocations agreed to in the finance meeting.**
- b. The Christmas tree stand and lights have been parcelled up and need to be taken to their storage place. This currently needs clearing out. It was suggested that a member of the public be offered the contents currently in the storage area, which has previously been assessed as having no value to the council. **It was unanimously agreed that any profit made on the sale of these goods could be donated to the church fund. Councillors Thomas, Perks and Mr Skeith were actioned to assist with the clearance.**
- c. A meeting is to be held to discuss the arrangements for this calendar year's village Christmas tree. This is being held in the Maple Tree Café, Repton Village Hall on 5th February 2020 at 09:45. All are welcome to attend.
- d. The Christmas lunch held in the village hall, for which the council paid for the turkey, was very successful. We were thanked for the contribution.
- e. A mobile phone has been purchased by the chair for the use of the clerk. **All councillors agreed to fund the purchase and further top ups.**
- f. We have been informed that there is an increase in the amount of funds available for the concurrent functions for the next financial year. The chair suggested that the extra should be allocated to the new arboretum. **All councillors agreed to this.**

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

Councillor Sheldon advised that a meeting was scheduled Wednesday 15th January 2020 19:30 at his residence, all were welcome to attend. He suggested that attendees may wish to re-familiarise themselves with the NDP.

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

- a. Broomhills – Councillor Steel reported the deadline for Repton Casuals to respond on their wishes for refurbishment was the 17th January 2020. They had previously proposed to repaint the kitchen themselves, **all councillors disagreed this, Councillor Steel to inform Repton Casuals of this.** Councillor Steel will gain quotes for the work and will circulate these to all councillors when he has the details. The work had previously been agreed, partially funded by S106 monies as a defibrillator, door and window replacements, decorating, flooring, electrical upgrade and kitchen refurbishments.
- b. Councillor Griffiths had used the tick list inspection sheet to complete an inspection at Broomhills. Clerk asked him to record his finding in a book to ensure we keep records. He is still to complete his first inspection of Mitre Field. He was a little unsure of what was expected of the inspection and would like some clarity. **Action Clerk to ask SDDC what are the standards they use and how often they complete their checks.**
- c. Specification for work on Mitre Field has been sent out for quotations by the clerk. Another company was suggested, **Action Clerk to forward specification of work to them.**

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

- a. Footpath between Repton and Willington, see update by County Councillor Ford in section 6a.
- b. New street light has now been installed.
- c. Bridleway application for footpaths 13, 15 to 14 still to be **actioned by the clerk**.
- d. Pavement on Burdett Way, **Councillor McArdle and County Councillor Ford agreed to meet and survey the pavement**.
- e. Footpath post is to be replaced, see update in 6b by District Councillor Haines.
- f. Councillor Dickson advised that he believed the vegetation had not been cut back this financial year along the Mitre Field footpath to Chestnut Way. **Action clerk to check the invoices**.
- g. Councillor Dickson has reported an issue to DCC for protruding nails on a footpath near Broomhills Stables.

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

Councillor Steel has received a quote, as an extension to the current maintenance contract with Mercia Garden Care for £275.00 to trim a holly bush and remove a tree from the allotments, as had been requested by the allotment owners. **All agreed this quote and work could now go ahead.**

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

- a. Preservation of the Cross, this work has now been completed by Bonsers and inspected by Councillor Dickson. **All agreed the remainder of the balance could now be paid to Bonsers.**
- b. Councillor Griffiths has written to BT about the telephone box in Milton and will report back to the council when he receives a response.
- c. The idea of Repton Village Hall holding a youth club had been discussed between Councillors and representation from the Repton Village Hall Company. It was considered that Broomhills may be more suited to hosting this activity as it had access to the playing fields. It was however noted that it is difficult to secure volunteers to run this activity. The final liaison group meeting between the Council and Repton Village Hall Company is due in February.

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

Planters for the 'Triangle' at The Cross were now with Councillor Sheldon and two more for alongside the church wall bench were on order. See 6f for further details.

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

Plan for new arboretum – Councillor Brown reported that SDDC have now agreed the change of use of the land. All resident issues had been closed out. He is currently drafting a specification for the work and items that will need to be procured. He will liaise with the Clerk on sending out for tender.

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

It was believed that SDDC had now ratified the plan.

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

- a. Councillor Griffiths has set up a new email account for the clerk with the same domain name that is currently used by the website. It has been tested and all appears to be working. He would like to gain approval to purchase extra storage space to make the email account useable, although the next three years had to be paid for in one payment, it would actually work out cheaper than the BT email account in the long run; the use of the BT account would be phased out. **All agreed to this cost and move over to domain hosted email accounts.**
- b. A printer has been procured by Councillor Griffiths and is currently in use by the Clerk.
- c. A new laptop, monitor, keyboard and mouse are in the agreed capital allocations, Councillor Griffiths sort approval to move ahead with this purchase. **All agreed.**

18. Finance

a. Receipts since last meeting

01/12/19	BT refund, final bill for phone and broadband	£252.16
18/12/19	Repton Casuals	£24.00

b. Payments since last meeting

None

c. Payments for Approval

Date	Payment method/cheque number	Name	Description	Vat	Total	details for banking	
				£	£		
18/12/19	2925	McAfee Anti Virus	Amazon (via C J Crowder)	1.70	10.20		For approval
01/04/19	2926	Spring Seminar	DALC		50.00		For approval
01/01/20	2927	Tax and national insurance (Oct, Nov, Dec 2019)	HMRC		247.24		For approval
18/12/19	2928	Burial ground hedge repairs	Mercia Garden Care		50.00		For approval
30/12/19	2929	Broomhills Pavilion Cleaning	C Hawksworth		63.00		For approval
28/11/19	2925	Parking for DALC GDPR course	C J Crowder		4.00		For approval
28/11/19	2925	Travel Expenses (46 miles @£0.45)	C J Crowder		20.70		For approval
01/01/20	2930	Office Rent	Repton Village Hall Company		230.00		For approval
24/12/19	2931	Turkey for Christmas lunch at the Village Hall	Ruth		61.22		For approval
05/01/20	2932	Data Protection Fee	Information Commissioner		40.00		
13/01/19	Direct Debit	Email account with BT (05/12/19-04/01/20)	BT		7.50		Direct Debit
13/01/19	Direct Debit	Email account with BT (05/01/20-04/02/20)	BT		7.50		Direct Debit
01/01/20	2925	Salary	C J Crowder		676.57		information only
				1.70	1,467.93		

Resolved, all payments approved.

d. Bank Balances

Account Name	Balance
Natwest Current	£56,412.68
Natwest Recreation Ground	£2,593.18
Royal Bank of Scotland Reserves	£35,789.65
Petty Cash	£50.70

e. Fixed Assets

Add 2 new planters once delivered

19. Correspondence

- NALC Chief Execs Bulletins – 20/12/19, 13/12/19, 06/12/19, 29/11/19
- NALC other comms 19/11/19, 18/12/19, 13/12/19, 29/11/19, 26/12/19, 02/01/20
- Repton School - Copper Beech Tree Chief Operating Officer 17/12/19
- Parish and Town Council Salt Collections - Winter 2019-20 DCC 16/12/19
- South Derbyshire CVS Foodbank 13/12/19
- Christmas Greetings from the Chairman SDDC 12/12/19
- Derbyshire Parish Councils - Armed Forces Covenant DALC 09/12/19
- Climate Emergency Support Programme – CSE DALC 03/12/19
- Mobile Library Routes DCC 28/11/19
- Community Facility Funding SDDC 24/12/19
- PCSO Happy New Year 31/12/19

20. Reports to Note

- a. DALC Circular 14/2019 12/12/19
- b. DALC Circular 13/2019 05/12/19

21. Date and time of next Parish Council meeting

Monday 10th February 2020, 19:30 in the Meeting Room at Repton Village Hall