

**Minutes of the Meeting of Repton Parish Council held virtually via Zoom meeting at 19:30 on  
Monday 13<sup>th</sup> July 2020**

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

**Staff and public in attendance:** District Councillors Churchill and Haines, County Councillor Ford.

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

**1. Apologies**

Councillor Sheldon.

**2. Declaration of Interests**

Councillor Dickson for matters concerning new arboretum.

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

No public in attendance at the meeting.

**5. Planning Matters**

The Councillors agreed to object to planning application DMPA/2020/0489, due to it not conforming to the Repton Neighbourhood Development Plan H1 and the South Derbyshire District Council's Local Plan H1 and BNE5. Action Clerk to submit objection. No other applications were objected to.

***Standing Orders Resumed***

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

- a. County Councillor Ford reported that there had been some hazardous parking issues along the road at Foremark reservoir. As such DCC had taken action and installed double yellow and white lines. Severn Trent has also made changes to improve the parking situation. Highways have been involved in keeping the streets safe around Derbyshire with respect to the Covid-19 restrictions. He advised that medical data around Covid-19 in the county is now available on the DCC website, including the pillar one and two data. South Derbyshire district he reported was the second lowest in the county, way below the levels seen in Leicester.
- b. District Councillor Haines advised that the summer activities that SDDC usually hold had been cancelled due to Covid-19 restrictions. There is a new head of planning, Stefan Saunders now in office. Fly tipping continues to be a serious issue, and she encouraged everybody to report to SDDC if they came across any.
- c. District Councillor Churchill advised that the footpath 9 at Sledge Wood had three trees partially down causing issues, and back towards the Repton end there are boards that have been trodden down by cattle as they have broken through the fence. He has tried to report to DCC. **The Council agreed to issue out a letter to the land owner asking for them to repair the damage caused to the staked boards that the Council had fitted last year, and to rectify any other issues. Action Chair and Clerk to write to the**

landowner and also to report the issue to the Woodland Trust as it concerns their land. There is a flood meeting organised for the 6<sup>th</sup> August in Repton, attendees from the Parish Council, DCC, SDDC, the Environment Agency and possibly Severn Trent will walk the brook to discuss issues. He has also reported blocked drains to DCC along Milton Road but DCC have advised him there is not an issue. **Action all Councillors to report any drain issues to the Clerk who will then pass the full list over to County Councillor Ford to talk to Highways, as the flash flooding is a recurring issue and the drains need unblocking.** The dog waste bins are filling very quickly, SDDC have been emptying them more but any issues should be reported to SDDC for action. The community grant scheme has been reopened due to a poor uptake, he thought that there may be a possibility that matched funds from the parish council may no longer be needed. He reported that Bretby Parish Council had a succinct business continuity plan in place.

## 7. Chairman's Report

- a. **All Councillors agreed to the employer discretion policy for pensions. Action the Chair to sign and send to Derbyshire County Council pensions department.**

## 8. Clerk's Report

- a. **All Councillors agreed to the Clerk attending the Law and Good Practice DALC course. Councillors Sheldon, Dickson, Perks and Steel, plus the clerk wish to attend the next Planning DALC course, all agreed to this. Clerk to request when the next course is announced.**
- b. SDDC have confirmed that the summer activities for this year have been cancelled. **Action Chair to include in this month's jottings.**
- c. A complaint about the skip that was delivered to the allotments recently had been received by the clerk. **Action the Chair to document a response and the Clerk to send this on to the person concerned.** It was also mentioned that as part of the clean-up done by the Councillors when the skip was delivered, the shed on the allotment had been tidied. There was still remaining in there some machinery. **All agreed that this machinery was free to a good home, Action the Chair to include this in the jottings.** After this year's Christmas celebrations the lights and tree stand could then be put into storage in the shed, until then Repton School have kindly stored them.

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

- a. County Councillor Ford advised that nothing will be done concerning The Dales by DCC until at least September. Councillor Perks said that he had consulted an architect and suggested that a consortium was formed to consider the plan for the whole area. Councillor McArdle suggested that he speak to Heather Wheeler MP to see if she could assist. The Chair advised that we need be careful around this issue as other members of the village may have different ideas.
- b. Councillor Sheldon has offered his apologies for this meeting but will be setting up a working party meeting in September.

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

- a. Councillor McArdle had spoken to representation from Repton Casuals and they wished for SDDC to stop mowing the grass at Broomhills and they wished to take this over with their mower. **Action Clerk to contact SDDC to see what the notice period is on the contract.** Councillor McArdle suggested that we could waive the pitch fees for Repton Casuals in return for the grass cutting. **Action Clerk to find the annual figures for Repton Casuals fees and SDDC grass cutting.**
- b. They also mentioned to Councillor McArdle that some work needs doing at Broomhills on the fencing and the showers. **Action Councillor McArdle to speak to Councillor Steel over the showers. Action Councillor McArdle and the Clerk to review the fence repairs needed and get quotes.**

- c. The clerk had asked SDDC for a response into the reopening of playground equipment; they responded "We are looking at all the guidance from central government, writing the risk assessments and guidelines that we will be following. We are assessing the situation with the number of cases of Covid-19 in South Derbyshire and going to our Leadership Team with a proposal". There were concerns by some of the parish councillors over the small signage on Mitre Field playground. **Action Councillor Lloyd to include in the jottings and Councillor Griffiths to include on the parish council website.**

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

- a. Footpath information has now been published in the Village News and on the parish council website for people to view.
- b. Councillors Thomas and Brown have been gathering information on the stiles in the parish. They are going to divide the different routes between the councillors that wish to help them gather the information, and report back at future meetings. Councillor Perks was concerned that stiles should be accessible for all. However stiles are controlled by the land owner whose land they are sited on. All stiles are going to be documented with how they vary to the British Standard. Councillor Dickson advised that the Marsh Road stile had now been repaired and was being well used.
- c. Footpaths 5 and 6 DCC had agreed with Councillor Dickson to try and fund the work needed.

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

- a. There has been an enquiry over reserving of burial plots. Currently the policy is for no reservations to be allowed. Councillor McArdle advised that we had seen issues in the past and this is why the policy is for no reservations. **All Councillors agreed to keep the policy of no reservations.**
- b. A request had come into the clerk from the allotment holders to have a new gate and sign at the allotments, as the current ones were not fit for purpose. After discussion, **all councillors agreed to this and wished to extend the contract previously had to replace the gate at Mitre Field (a standard 5 bar gate, with preservative and only replace the posts if necessary). Clerk to gain a quote, and the Chair and Clerk to approve the quote if within the price range discussed. Action Clerk to take a photo of the sign and look into costs for a replacement.**

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

- a. Three quotations had been received for the painting of the bench at The Pastures, the bench on Askew Grove and the railings over the brook on Askew Grove. **All councillors agreed to award the work to Mercia Garden Care. Action Clerk to advise them of this decision.**
- b. Three quotations had been received for the new defibrillator at the Repton Village Hall. In order to keep the same supplier as the one purchased last year for Broomhills, **all councillors agreed to purchase the one from St. Johns Ambulance. Action Councillor Sheldon to advise them of this and ask for the invoice to be sent to the Clerk directly.**
- c. An enquiry had been received by the clerk from a resident wishing to leave something in their will as a memory of them in Repton. Various options were discussed. The parish council can only give permission for anything that is on their land, so the suggestions of trees or planters is not something that the council can grant. However **all agreed that a bench in the burial ground with a plaque on would be acceptable. Action Clerk to advise the resident of this and at the appropriate time all specifications will need to be signed off by the Council via the clerk before the bench is acquired and sited.**

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

- a. A suggestion for an application to the safer neighbourhood fund was that of cameras at the Broomhills site, especially as issues have recently been seen there. It was suggested that one of the previous councillors may be able to assist with the experience they have with the cameras at the Den. It was noted that the Church had recently had a camera installed also. **Action Councillors Griffiths and Dickson to gather information on cameras and bring back to a future meeting.**
- b. The clerk advised that she had submitted an application to DCC for the replacement sign, also requesting quotations for supplying and fitting the sign. No response had been received on chasing this, the clerk would continue to chase. The clerk had also tried to contact the previous company that had supplied another group in the village with the previous sign to get an updated quotation.

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

- a. A pack has been created by Councillor Brown in order to send out to the people that have reserved trees in the new arboretum. A quotation had been received from Woodgrow Horticulture for the supply and maintenance of the trees for one year. **All councillors agreed to go with this quotation as an extension of a previous contract on the old arboretum. All councillors (apart from Councillor Dickson who abstained) agreed to a price of £200.00 per tree. Action Clerk to send out the pack and request payment, also to advise Woodgrow of the acceptance of their quotation.** Thanks were given to Councillor Brown for his work on the new arboretum. Councillor Brown requested that Mr McGahan's name now be removed from the working group as the knowledge transfer was now complete.

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

- a. **All agreed to continue using zoom for the virtual council meetings.**
- b. Email issues are continuing to be experienced by the Clerk. Councillor Griffiths has investigated and believed that a fix was available at a cost of £4.88 per month, **all councillors agreed to the fix and cost, Councillor Griffiths to implement.**
- c. Councillor Griffiths had done some research into a Facebook page for council. He would circulate the details to all for discussion at the next meeting.
- d. Councillor Griffiths has almost got the website to be compliant to the new website accessibility rules coming into force. He will ensure that all changes are complete before the deadline.

**17. Flood Protection** (Councillors **Sheldon**, Brown, Dickson,; Dr Farrell)

Councillor Sheldon had provided an update before the meeting: "There has been significant action regarding flooding, and in particular the state of the Brook, as Councillor Sheldon, Councillor Churchill, and a member of the public have met with the Environment agency, and are now awaiting their report. A meeting with SDCC will be arranged with Councillor Churchill taking the lead. There will be much more information for the meeting in September, and hopefully the first Repton flood meeting with the village will be able to take place."

## 18. Finance

### a. Receipts since last meeting

Memorial fee	200.00
Precept from SDDC	21,136.00
<b>TOTAL</b>	<b>£21,336.00</b>

### b. Payments for Approval

Date	Payment method/cheque number	Name	Description	Vat	Total	Details for banking	Notes
13/07/2020	BACS	C J Crowder	Mobile phone top up		£10.00	Current Account	Approval sought
13/07/2020	Standing Order	Repton Village Hall Company	Office Rent		230.00	Current Account	Approval sought
13/07/2020	BACS	Zoom (via C J Crowder)	Zoom meetings	2.40	14.39	Current Account	Approval sought
13/07/2020	BACS	C Hawksworth	Broomhills Cleaning		36.00	Current Account	Approval sought
16/06/2020	BACS	Derbyshire County Council	Salt refill	22.06	132.37	Current Account	Approval sought
13/07/2020	BACS	C J Crowder	Clerk Salary		720.75	Current Account	Information only
13/07/2020	BACS	Superannuation Fund	Pension payment (June 2020)		165.42	Current Account	Information only
13/07/2020	BACS	HMRC	NI and PAYE		341.65	Current Account	Information only
18/06/2020	BACS	Burton Skip Hire	Skip for allotments	40.00	240.00	Current Account	Approval sought
13/07/2020	BACS	DALC	Cemetery management training course		40.00	Current Account	Approval sought
13/07/2020	BACS	Bi Design Architecture Ltd	Broomhills architectural work	116.25	697.50	Current Account	Approval sought
13/07/2020	BACS	Cartridge People (via Clerk)	Print cartridges		42.13	Current Account	Approval sought
13/07/2020	BACS	Mercia Garden Care	Footpath strimming		170.00	Current Account	Approval sought
13/07/2020	BACS	Mercia Garden Care	Burial ground mowing		180.00	Current Account	Approval sought
			<b>TOTAL</b>	<b>£180.71</b>	<b>£3,020.21</b>		

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

### c. Bank Balances

Account Name	Balance
Natwest Current	£67,091.69
Natwest Recreation Ground	£1,003.02
Royal Bank of Scotland Reserves	£42,236.66
Petty Cash	£90.88

### d. Fixed Assets

No updates

## 19. Correspondence

From	Subject	Date Received
DALC	<ul style="list-style-type: none"> <li>URGENT – Message from NALC regarding role of local councils and funding from government for loss of income</li> <li>Notes from Clerk and Chairs meetings</li> <li>NALC guidance on the holding of council meetings</li> <li>Planning Training</li> <li>Training Reminders</li> <li>Training Updates</li> </ul>	Since last agenda until 3 <sup>rd</sup> July 2020

	<ul style="list-style-type: none"> <li>• June Newsletter</li> </ul>	
SDDC	<ul style="list-style-type: none"> <li>• Courier Fraud Alert</li> <li>• Domestic Abuse in Derbyshire</li> <li>• South Derbyshire Safer Neighbourhood Team – Contact Info</li> <li>• Safer Neighbourhood Funding Grants</li> <li>• Licensing Act 2003 Statement of Licensing Policy Review</li> <li>• Summer Scheme Update</li> <li>• Planning applications 0489, 0493, 0468</li> <li>• Concert on the Crescent</li> <li>• Mitre Field, Repton</li> <li>• Closure of Play Areas due to Covid-19</li> </ul>	
DCC	<ul style="list-style-type: none"> <li>• Covid-19 – Social Distancing</li> <li>• DCC Willington car park resurfacing</li> <li>• Community News 2 July 2020</li> <li>• Community News 17 June 2020</li> <li>• Community Newsletter 3 June</li> <li>• Derbyshire Pension Fund Employer Newsletter 167</li> <li>• CM9/0620/20 Consultation Willington Quarry</li> <li>• Traffic Order for Repton</li> <li>• Commencement of Legal Proceedings Letter</li> </ul>	
Cemex	<ul style="list-style-type: none"> <li>• Willington Quarry</li> <li>• Willington Quarry Community Consultation</li> </ul>	
NALC	<ul style="list-style-type: none"> <li>• X 16</li> </ul>	
SDDC Planning	<ul style="list-style-type: none"> <li>•</li> </ul>	
District Councillor Andrew Churchill	<ul style="list-style-type: none"> <li>• F701372 – Repton Footpath 34</li> <li>• Dog Bins</li> <li>• Courier Fraud Alert</li> <li>• Do it Now Contact Reference F705045</li> <li>• Do it Now Contact Reference F705039</li> <li>• Bequeath in Will</li> </ul>	
District Councillor Kerry	<ul style="list-style-type: none"> <li>•</li> </ul>	

Haines		
Public	<ul style="list-style-type: none"> <li>• Skips</li> <li>• Monsom Lane Cemetery (reservation of plots)</li> </ul>	
Repton Village Hall Chair	<ul style="list-style-type: none"> <li>• Letter from RVH to RPC</li> </ul>	

**20. Date and time of next Parish Council meeting**

Monday 14th September 2020, 19:30 by virtual zoom meeting

**Appendix A: Signed July 2020 Minutes**



06-2020 June 8th - signed.pdf

**Appendix B: Signed Payment Schedule**



July 2020 Agenda Payment Request - sig

16 / 09 / 2020

# Audit Trail

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