

MINUTES OF THE MEETING OF REPTON PARISH COUNCIL HELD VIRTUALLY VIA ZOOM AT 19:30 ON MONDAY 9TH NOVEMBER 2020

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

Absent:

Staff and public in attendance: Clerk Caroline Crowder, District Councillors Churchill and Haines, County Councillor Ford and two members of public.

The meeting was recorded and this was declared on the agenda.

1. APOLOGIES

None.

2. DECLARATION OF INTERESTS

None.

3. DISPENSATIONS ON DECLARATION OF INTERESTS

None.

4. ANY ITEMS TO BE TAKEN WITH THE PUBLIC EXCLUDED

None

5. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 12TH OCTOBER 2020

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

Standing Orders lifted for Public Speaking and Planning

6. PUBLIC SPEAKING

A member of the public was concerned about the amount of people on bikes that were using the local footpaths. He would like them to be more courteous in respect of the walkers using the paths.

Sarah Tennant representing Repton School was present. She advised that the school's students went into lockdown a few days ahead of the national one. This means that they are not allowed to visit the Spar, butchers or takeaway shops. They can visit the Post Office with the permission of their house master. As there are public rights of way through the school property they are also being very cautious when out walking on school grounds. The school has taken the decision to break up for Christmas early on the 8th December to allow the students two clear weeks before Christmas. She assured us that the level of Covid within the school was favourable compared to other schools in the region.

7. PLANNING MATTERS

A member of the public expressed their concern over planning application DMPA/2020/0904, they feared that it could damage the trees in the neighbouring properties that had tree preservation orders on them, and that the building itself could dominate the plot.

The Councillors had a discussion on planning application DMPN/2020/1057 which is for a certificate of lawfulness. District Councillor Haines had spoken to the planning officer about this and they had advised as it was within the defined constraints it did not require planning permission, therefore the application was for a certificate of lawfulness only.

Standing Orders Resumed

8. COUNTY, DISTRICT AND PARISH COUNCILLORS' REPORTS

- a. County Councillor Ford advised that he had secured a £500 grant from DCC to pay for the defibrillator cabinet at the Repton Village Hall, the money would be transferred to the Parish Council as soon as all signatures had been obtained. The Chairman asked him what the latest news was on the parking signs being removed on the High Street in Repton. He advised that this is going through the appropriate legislation at the moment.
- b. District Councillor Haines thanked Councillor Sheldon for presenting the South Derbyshire District Council wreath on their behalf, this was in order to keep the amount of attendees down during the current Covid-19 lockdown. The District Council have now taken on a new team for their refuse collections due to the increase seen in recycling during Covid. She advised that if any bins were missed they should be left out the next day and they would endeavour to empty them. Along with District Councillor Churchill they are to hold a virtual surgery on the 2nd December 2020 at 19:00 – 20:30.
- c. District Councillor Churchill has been working with the Parish Councillors, the District and County Councils and the Environment Agency in respect to the flooding issues being seen in the Parish. The Councils are working together on the mowing and maintenance regimes for the wild flowers that were first seen this year to ensure that they are improved year on year.
- d. Councillor Thomas had noticed that the railings on Pinfold Lane/Close were in need of painting and asked if the Parish Council could agree to fund this. **All agreed to this and asked the Clerk to instruct our Grounds Maintenance Contractor to fulfil this.**
- e. Councillor Dickson and others had attended the DALC planning training this week and he had found this useful.
- f. Councillor Lloyd asked that the bench which is being removed from the burial ground was taken off the asset register. **Action Clerk to remove this from the register.**

9. CHAIRMAN'S REPORT

The Chair thanked Councillor Sheldon for the placing of the two wreaths on Remembrance Sunday.

She advised that Melbourne Footpaths Group are doing a great job of maintaining our footpaths and getting repairs sorted for the sign near Broomhills. They can be followed on Facebook.

10. CLERK'S REPORT

- a. **All agreed the Council meeting dates for 2021 are: 11th January, 8th February, 8th March, 12th April, 17th May, 14th June, 12th July, 13th September, 11th October, 8th November, 13th December.**
- b. Digital Signature software is needed now that the meetings are not physical ones in order to gain signatures. The Clerk had found three different services: Legalsign at £7.20 per month, Adobe at £15.70 per month and Esignly at approx. £9.30 a month depending on the exchange rate. **All agreed to use Legalsign. Action Clerk to start subscription.**
- c. **All agreed to remove the £21.01 water payment carried over from last financial year that had not been taken by direct debit and was now subsumed into later bills. Action Clerk to remove from the cashbook.**
- d. No updates from DCC on the advertising boards issues reported to them in October.
- e. Annual Returns 2020 for Milton Village Hall and Repton Recreation Ground (Mitre Field) submitted to the Charity Commission.

- f. **All agreed to extend the contract with Owen Jowett Electrical Services for the emergency lighting check at Broomhills Pavilion. Action Clerk to advise Owen Jowett Electrical Services of this agreement.**
- g. **Chair had authorised the refilling of the Repton planters before the meeting in case of any issues seen with stock during the new lockdown. All Councillors agreed to this.**
- h. Discussions over what should appear in the asset register were had. **Action Clerk to check with insurers and DALC what value of items should be recorded. Chair to work with Clerk to update the current list for the next council meeting.**

11. ELDERLY SERVICES (COUNCILLORS SHELDON, PERKS, LLOYD, McARDLE)

- a. Councillor Sheldon advised that he is setting up a meeting with SDDC, DCC, Trent and Dove and Councillors McArdle, Dickson, Rainey and himself to discuss the future of The Dales and Fisher Close. He asked the council if they were now in agreement to release the findings of the survey that was undertaken last year and have these published on our website. **All Councillors agreed to this, action Councillor Griffiths to upload the documentation onto the website.**
- b. The new hub in the community concept was discussed by the Councillors and **All were in agreement for Councillor Perks to circulate the details to all councillors for their review.**
- c. Councillor Dickson reported in that he, together with Councillors McArdle and Lloyd would be investigating healthcare provision in Repton as the projected development at the Dales and the considerable increase in housing made local provision even more important.

12. YOUTH/PLAYING FIELDS FACILITIES (COUNCILLORS STEEL, PERKS, GRIFFITHS, MUNNIEN)

- a. The S106 monies and the work to improve the pavilion were discussed. The Broomhills Lane Field Working Party agreed to work with Councillor Steel to ensure that both the pavilion and the playing fields were covered.
- b. Councillor Brown is to take over being a key holder from Councillor Perks for Broomhills and agreed to move the old signs that had been taken down into the Pavilion.

13. VILLAGE MAINTENANCE AND FOOTPATHS (COUNCILLORS DICKSON, SHELDON, GRIFFITHS, BROWN, McARDLE, MUNNION)

No updates this month.

14. BURIAL GROUND AND ALLOTMENTS (COUNCILLORS RAINEY, STEEL, THOMAS, GRIFFITHS, McARDLE)

- a. The new gate has been installed at the allotments.

15. VILLAGE HERITAGE AND IMPROVEMENT (COUNCILLORS THOMAS, STEEL, PERKS, DICKSON)

- a. No updates received from DCC on the license for the Mercia sign. **Action Clerk to keep chasing.**
- b. The Repton Village Hall Trustee role was discussed by the councillors. There were concerns over the role of the trustee. It was agreed that there needed to be a link between the two but whether this was a trustee or a communications role was unclear. **Action Clerk to add to the next meeting's agenda for further discussion.**

16. POLICE/SAFETY AND HIGHWAYS (COUNCILLORS GRIFFITHS, DICKSON, BROWN, THOMAS, RAINEY)

- a. Councillor Griffiths advised that he would apply for the community funding for CCTV at Broomhills.
- b. Councillor Dickson has reported a dangerous grate on the Willington Road to DCC for further action.

17. ARBORETUM/SLEDGE WOOD (COUNCILLORS BROWN, LLOYD, MUNNIEN)

Apart from one tree that was being sourced from Wales, all the other new trees have been planted in the Arboretum on the 4th November. The remaining tree was expected soon.

18. INFORMATION TECHNOLOGY (COUNCILLORS GRIFFITHS, MUNNIEN)

Councillor Griffiths has set up a Facebook page for the Parish Council.

19. FLOOD PROTECTION (COUNCILLORS SHELDON, BROWN, DICKSON)

Councillor Sheldon asked for flooding to be moved to the start of the agenda for the next council meeting so that he could provide a full update. **Action the Clerk to update the agenda for the next meeting.**

20. RISK ASSESSMENTS (COUNCILLOR RAINEY)

All Councillors agreed the Risk Assessment for the Village Christmas Tree.



2020 10 Risk for
Xmas Tree at Repton

21. FINANCE

a. RECEIPTS SINCE LAST MEETING

- i. Royal Bank of Scotland Account interest £1.06
- ii. Memorial Fees (current account) £400.00
- iii. Arboretum Tree Fee (current account) £200.00
- iv. VAT reimbursement HMRC (current account) £1880.41
- v. JOGS rent (recreation ground account) £10.00

b. PAYMENTS FOR APPROVAL

Date	Payment method/cheque number	Name	Description	Vat	Total	Details for banking	Notes
01/11/20	BACS	C J Crowder	Clerk Salary		789.30	Current Account	Information only
01/11/20	BACS	Zoom (via C J Crowder)	Zoom meetings	2.40	14.39	Current Account	Approval sought
01/11/20	BACS	Mercia Garden Care	Grounds maintenance (Burial ground grass and hedge cut)		440.00	Current Account	Approval sought
01/11/20	BACS	C Hawksworth	Broomhills cleaning		45.00	Current Account	Approval sought
01/11/20	BACS	Vodafone (via C J Crowder)	Mobile phone top up		10.00	Current Account	Approval sought
01/11/20	BACS	Superannuation Fund	Pension payment		219.69	Current Account	Information only
01/11/20	Standing Order	Repton Village Hall Company	Office Rent		230.00	Current Account	Standing Order
01/11/20	BACS	Tree & Garden Services	Allotment Gate	76.00	456.00	Current Account	Approval sought
01/11/20	BACS	Royal British Legion Repton and District	Poppy wreath and silk poppies S137 contribution		200.00	Current Account	Approval sought
01/11/20	BACS	Viking	Chair and stationary	23.28	139.69	Current Account	Approval sought
23/10/20	BACS	Christmas Direct	Christmas tree lights	54.33	325.98	Current Account	Approval sought
01/11/20	BACS	SDDC	Broomhills grass cutting 2019-20	177.89	1,067.32	Current Account	Approval sought
01/11/20	BACS	SDDC	Service Litter Bins 2019-20	259.69	1,558.13	Current Account	Approval sought
01/11/20	BACS	SDDC	Mitre Field grass cutting 2019-20	88.94	533.66	Current Account	Approval sought
			TOTAL	£682.53	£6,029.16		

Resolved, all payments approved. Councillors Dickson and Lloyd to digitally sign off on payments after the meeting. See appendix B.

c. BANK BALANCES

Current Account	£44,323.19
Recreation Ground Account	£1,013.02
Reserves	£42,237.72
Petty Cash	£81.76

d. ASSET REGISTER

See 10h

22. CORRESPONDENCE (RECEIVED SINCE LAST AGENDA UNTIL 2ND NOVEMBER 2020)

- i. DALC: Newsletter; PCC Hardyal Dhindsa's Vulnerability Fund; Training reminder - Clerk Essential Course - General Data Protection Regulations - Freedom of Information & Data Protection - Councillor Essential Course; Training - Safeguarding Adults and Children; HR Council News; Training Update; Urgent - Lockdown communications 6 point plan and national webinars - Breakthrough Communications
- ii. SDDC: South Derbyshire Safer Neighbourhood Team - Contact Info; South Derbyshire Local Green Spaces Plan; Consultation Draft Street Trading Policy; Area Forum Discussion Meeting
- iii. DCC: Local Government Pension Scheme (LGPS) – Derbyshire Pension Fund: Consultation deadline extension; Community News 6 October 2020; Derbyshire and Derby Minerals Local Plan - Sand and Gravel Sites Consultation 2020; More parts of Derbyshire to face extra restrictions; Derbyshire County Council Snow

Warden Scheme 2020-21; Standards Matter 2: Public Consultation And Public Sector Surveys; Derbyshire Pension Fund - Employer Special Bulletin 2,;October 2020; Community News - 30 October 2020

- iv. NALC: Rebuilding Communities x 12; Chief Executives Bulletin x 4, Coronavirus Update
- v. District Councillor Andrew Churchill: Fly tipping report; FW: Application ref. DMOT/2020/0991: Notification of planning application; Free Trees Press Release; South Derbyshire Environmental Forum - Free Trees and some updates from around the National Forest
- vi. South Derbyshire CVS: Stronger South Derbyshire Bulletin 12 October; Stronger South Derbyshire Bulletin 21 October; South Derbyshire CVS AGM - 17 November 2020; Stronger South Derbyshire Bulletin 29 October
- vii. Support Staffordshire: Follow up from 'Introducing TTTV for Parish Councils'
- viii. Councillor Dickson: Tanners Lane/Ferry Lane
- ix. Councillor Steel: Application ref. DMPA/2020/0841: Notice of planning decision
- x. Chairman McArdle: Parking restriction signs, High Street, Repton
- xi. Police: PCC Hardyal Dhindsa's Vulnerability Fund; PCC Hardyal Dhindsa's Vulnerability Fund
- xii. Office for National Statistics: Census 2021 - Information for Councillors

23. DATE AND TIME OF NEXT PARISH COUNCIL MEETING

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

APPENDIX A: SIGNED OCTOBER 2020 MINUTES



09-2020 October 12th
- signed.pdf

APPENDIX B: SIGNED PAYMENT SCHEDULE

Barbara McArdle

Document Information

Document

Title	10-2020 November 9th
ID	feca7a54-ac33-4f69-a11c-fb6c852d3f20
Status	Signed
Sender	Caroline Crowder (clerk@repton-pc.gov.uk)
Dept/business	Repton Parish Council
Dept/business ID	repton-parish-council
PDF Certified	True

Signers

Name	Authentication
Barbara McArdle <barbara.mcardle@live.co.uk>	Email

History

Event	User	IP address	Date/Time
10-2020 November 9th created by Caroline Crowder	Caroline Crowder (clerk@repton-pc.gov.uk)	86.18.159.248	Mon, 14 Dec 2020 19:31:27 +0000
10-2020 November 9th emailed to Barbara McArdle	Caroline Crowder (clerk@repton-pc.gov.uk)		Mon, 14 Dec 2020 19:31:30 +0000
Barbara McArdle <barbara.mcardle@live.co.uk> opened email for 10-2020 November 9th	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:19:28 +0000
10-2020 November 9th visited by Barbara McArdle <barbara.mcardle@live.co.uk>	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:20:38 +0000
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Initials applied (page 2)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:21:21 +0000
Initials applied (page 3)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:21:23 +0000
Initials applied (page 4)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:21:24 +0000
Initials applied (page 5)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:21:26 +0000
Initials applied (page 6)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:21:28 +0000
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Signature applied (page 7)	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:24:27 +0000
Ticked checkbox for statement: I confirm that I am authorised to accept the terms of this document.	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:24:35 +0000
Ticked checkbox for statement: I understand that accepting the terms of this document creates a legally binding obligation.	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:24:36 +0000
Signer offered option to accept or reject document	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:24:36 +0000
Clicked button with text: By clicking this button I hereby ACCEPT the terms of this document	Barbara McArdle (barbara.mcardle@live.co.uk)	81.135.54.3	Mon, 14 Dec 2020 22:24:36 +0000