

MINUTES OF THE MEETING OF REPTON PARISH COUNCIL HELD VIRTUALLY VIA ZOOM AT 19:30 ON MONDAY 14TH SEPTEMBER 2020

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

Staff and public in attendance: District Councillors Churchill, County Councillor Ford and three members of public.

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

1. APOLOGIES

Apologies received from Councillor Munnien and District Councillor Haines. **Apologies were accepted.**

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 13TH JULY 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

6. PUBLIC SPEAKING

Sarah Tennant from Repton School thanked everybody for her invite to the meeting. She represents Repton School and is also a resident of the village. She is more than happy to attend future Council meetings and wishes to work closely with the Council on behalf of the school. She understood that there were concerns from villagers now that the students had returned to school. They have greatly restricted how the school works and interacts with people. Some of the changes they have made are: separate teaching blocks for each year, daily temperature checks for all, essential contractors onsite only, parent/guardians must only drop off and pick up students and they must stay in the car. The School does understand the apprehension of the villagers on the return of 600 teenagers. The students have lost a great deal of freedom, and are allowed access to the Spar, the post office and sixth formers only to the Greedy Pig and Dragon Court. Only 6 students at once per the government regulations are allowed in the shops at any one time, they must wear face masks and be socially distant. The pinch point is around the morning break 10:35 -11:05, the School will supervise outside the shops at this time and will ensure that residents are allowed in first. During the afternoon the visits to the shops are more spread out, the pinch point then would be from 16:00-17:00. They have empowered the shops to refuse to serve any students that do not abide by the regulations.

The Councillors thanked Sarah for her attendance and welcomed her to future meetings. They are very happy to have a school liaison to work with them.

7. PLANNING MATTERS

The Councillors agreed to object to planning application DMPA/2020/0808, due to it not conforming to the local plan and the increase it would cause with flooding issues in the village. Action Clerk to submit objection. No other applications were objected to.

Standing Orders Resumed

8. COUNTY, DISTRICT AND PARISH COUNCILLORS' REPORTS

County Councillor Ford advised that there are still only a few people onsite at County Hall, most are still remote working. A lot of work is going into the reforms that are currently under discussion and review. DCC hope that their 'Vision Derbyshire', which is a collaboration with borough and district councils, is accepted by the government. If not they have discussed other ways to run the authority or authorities, which range from the 'vision' all the way up to the whole of Derbyshire and Derby City being one unitary authority. They are now waiting for the white paper to come out for consultation. He believes this may affect parish and local councils. Locally they are still working on the parking issues on Main Street in Repton. Councillor Sheldon said that he believed that DCC were more focused on the reforms than local issues. County Councillor Ford assured him that there was a dedicated officer looking into the traffic issues, and he was aware that house sales in the village may have been affected.

District Councillor Churchill advised that the community grant scheme had seen a disappointing take up, he encouraged the council to apply and that match funding may no longer be necessary. Diversity and inclusion are a hot topic with SDDC, ensuring that all have access to services. They are going to be speaking to Parish Councils to see if they can advise of any groups that they feel may miss out from the current communications. There is still not a set date when face to face services will be available. Fly tipping is still a massive issue, he has reported issues himself which have been quickly dealt with. Green bins are occasionally missed during the current Covid working restrictions, he asked residents to leave their bins out the next day and they would be collected. There has been a 40% rise in recycling since the start of lockdown. The Chief Executive of SDDC and the Health and Safety Department are working hard to see if they can ensure that local smaller groups can meet in person.

9. CLERK'S REPORT

As the Chair had some connectivity issues the Clerk's report was completed before the Chairman's report

- a. Training courses. **All agreed to Councillors Perks, Dickson, Sheldon, Steel and the Clerk attending the Planning training. All agreed to the Clerk attending the CiLCA training.**
- b. The clerk advised that she would be on annual leave from 22nd September - 2nd October and 7th-11th and 24th December 2020. Councillor Griffiths had agreed to cover any urgent burial queries.
- c. **All agreed to the new forms for the burial ground and the change in charges for free children's graves and interments for the under 18s.**
- d. One of the benches at the burial ground was reported as being unsafe, the Clerk has attached a notice advising not to use it. Mercia Garden Care checked and they believe as does the Clerk that it is beyond repair. **All agreed to ask Mercia Garden Care to remove the bench from the site, reserving the plaque which would be made available to the family that dedicated it.**
- e. Following the SDDC water quality inspection at Broomhills pavilion the clerk had been advised that the showers should not be used as the water temperature was running too hot. The clerk has put up signs to advise they are closed and advised Repton Casuals as the main users of this.
- f. Future S106 monies information had been received by the Clerk and sent to all Councillors. SDDC advised that £20,460 would be coming in from Cameron Homes for use at Broomhills pitch or pavilion, £21,260 from Maplevale Homes for improvements to Broomhills Recreation Ground and £12,540 from Maplevale Homes for

outdoor recreation improvements at Broomhills. They will advise the Clerk when the first payment comes in from Cameron Homes.

- g. The clerk had advised the councillors that they should increase the capital allocation for Broomhills to £20,000 to ensure that they used the S106 monies previously received. There was some confusion over the figures, **action the Clerk to gather the financial information and send to all Councillors before the next meeting.**
- h. The new gate quotation for £456.00 had been approved by the Chair and the Clerk, the work is to take place on the 6th October.
- i. The hedge cutting at Mitre Field had been approved by the Chair and the Clerk at £380.00 and was now complete.
- j. **All Councillors agreed to honour the pay rise of 2.75% negotiated by NALC, back dating to 1st April 2020, and the increase in holidays from 21 to 22 days, rising to 25 days after five years' service.**

10. CHAIRMAN'S REPORT

- a. DALC are holding periodic meetings for all Chairs, the Chair asked if any other Councillor would be interested in attending them. The Clerk would issue out any invites when received.
- b. Planning consultation, the Neighbourhood Development Plan may need more detail around such areas as climate change. They also need continually refinement and updating. The Chair was looking for agreement from the Councillors to approach the two people that originally put this together to assist on this. **All agreed, Councillors Rainey and Perks to work with them.**
- c. The Chair advised that as she had extended her time by six months due to the changes that have taken place around Covid and not being able to meet in person, she would now like to step down. She asked **all Councillors that would be interested in standing for Chair to contact her and/or the Clerk to express their interest.**
- d. The Remembrance Day service this year would be altered due to the current Covid restrictions. A smaller service would be held on Armistice Day (11th November). She advised that due to shielding she would not be able to present the Council poppy wreath. **All Councillors agreed that at least one of them would be able to present the wreath on the day.**
- e. Due to the current suspension of certain Standing Orders there is no need to hold Parish meetings at present, therefore the usual October meeting in Milton Village Hall would not be held.
- f. The local Tai Chi group had approached the Chair and Clerk to see if they could use Mitre Field for outdoor classes conforming to the current Covid restrictions. They also advised they would be happy to make a donation for the use to a charity. **All Councillors agreed to the use and wished the donation to go to The Den.**

11. ELDERLY SERVICES (COUNCILLORS **SHELDON**, PERKS, LLOYD, MCARDLE)

Postponed discussion until the October meeting.

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

- a. The Clerk has stopped SDDC providing the grass cutting at Mitre Field, this was now with Repton Casuals to provide, as per the Councils wishes.
- b. The planning application had now been submitted by Bi-Design on behalf of the Council to SDDC. After some discussion it was agreed that the working party would need to meet outside of the Council meeting to discuss future plans for the pavilion and the playing fields. **Action Councillor McArdle to co-ordinate the first meeting with Councillors and Repton Casuals representatives.**
- c. SDDC have ordered replacement parts for the seesaw at Mitre Field. The Clerk has put two notices onto the seesaw to stop use until the parts have been fitted. Discussion was held that all the play equipment was looking a little tired. **Action Councillor Griffiths to check into this and report back at the next meeting**
- d. **All Councillors agreed to accept the quote from Mercia Garden Care of £439.90 to replace fence posts, step overs and move signposts at Broomhills playing fields.**

- e. The Chair had received a request for the Village Party to be held at Mitre Field on Saturday 1st May 2021. **All Councillors agreed to this**

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

- a. Footpath 17 at Milton had been reported to DCC for overgrown vegetation; they have been out and cut this back.
- b. Broken stile at footpath 34 had been reported to DCC by Councillor Dickson, this has now been repaired.
- c. Footpath 9 staked boards which it is believed has been broken by cattle, has been reported to DCC for repair, they currently have not got the funds for this, but will do so when funds are available.

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

- a. Councillor Steel had met with a pest control company to inspect the allotments and burial ground after reports had been received that rats had been seen. They both inspected and could find no evidence of a rat issue. They will attend again in the future if needed to provide a further inspection.

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

- a. **It was agreed by all Councillors to look into employing a Lengthsman at the November finance meeting.**

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

- a. Councillor Griffiths had been in touch with the local police contacts around the issues of anti-social behaviour that had been reported at Broomhills playing fields. The issue had eased slightly but not gone away. He has asked to meet on site with the police to discuss the issue with them as he feels that CCTV would not alleviate the problem.
- b. Replacement sign, the Clerk was still chasing up DCC about the license application, and quotes for the sign itself. With companies furloughing staff it has proved difficult to do this. A quote from DCC had been received for erection of the sign. The Clerk will continue to chase and report back at the next meeting.

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

- a. The Clerk advised that all but one tree had now been paid for. The reservation on this tree has been removed and the Clerk is looking to see if other people that expressed a wish to have a tree would like to take this tree on.
- b. Councillor Brown had been out to inspect the old arboretum after a complaint about brambles had been received. He had chopped back some of them but recommended that we get Mercia Garden Care to do a more thorough cut back at the end of the growing season. He also thanked District Councillor Churchill for organising SDDC to extend the mown area hopefully to deter littering.
- c. **All Councillors agreed to advise Woodgrow Horticulture they could carry out the work on the new arboretum when appropriate.**

18. INFORMATION TECHNOLOGY (COUNCILLORS **GRIFFITHS, MUNNIEN)**

- a. **All Councillors agreed to the Website Accessibility Policy that Councillor Griffiths had documented. This will now be published on the website.**

- b. There was discussion over the proposed Social Media policy. Councillor Griffiths agreed to refine slightly around factual accuracy and will bring back to the next meeting.

19. FLOOD PROTECTION (COUNCILLORS SHELDON, BROWN, DICKSON,; DR FARRELL)

A meeting had been held on the 6th August, where a walk around the village had taken place. Councillor Sheldon advised the next step would be to appoint three flood wardens. He would arrange a further meeting with Richard Ward and the Environment Agency, who he believes have some money they could provide to assist with flood prevention. They would document an action plan.

20. RISK ASSESSMENTS

Councillors Rainey, McArdle and the Clerk had met at Broomhills pavilion and playing fields to update the risk assessment in light of the current Covid situation. No other risk assessments need updating due to Covid. **All Councillors agreed to the new risk assessment for Broomhills.**

21. FINANCE

a. RECEIPTS SINCE LAST MEETING

i. Memorial fees	£300.00
ii. Arboretum fees	£3,200.00
iii. Burial plot and interment fees	£550.00

b. PAYMENTS FOR APPROVAL

Date	Payment method/cheque number	Name	Description	Vat	Total	Details for banking	Notes
01/08/2020	Standing Order	Repton Village Hall Company	Office Rent		230.00	Current Account	Standing Order
01/09/2020	Standing Order	Repton Village Hall Company	Office Rent		230.00	Current Account	Standing Order
01/08/2020	BACS	C J Crowder	Clerk Salary		720.75	Current Account	Information only
01/08/2020	BACS	Superannuation Fund	Pension payment (July 2020)		213.81	Current Account	Information only
01/08/2020		Superannuation Fund	correction of pension payment made in July (paid over to DCC 213.81 payment schedule was 165.42)		48.39	Current Account	Information only
01/09/2020	BACS	C J Crowder	Clerk Salary		720.24	Current Account	Information only
01/09/2020	BACS	Superannuation Fund	Pension payment (August 2020)		213.81		Information only
26/08/2020	Direct Debit	British Gas	Broomhills Electricity	3.73	78.35		Direct Debit
01/08/2020	BACS	C Hawksworth	Broomhills Cleaning		36.00	Current Account	Approved by Chair and Clerk, full council approval sought
10/08/2020	BACS	PlanningPortalQuest Ltd	Planning Application payment	4.17	487.00	Current Account	Approved by Chair and Clerk, full council approval sought
10/08/2020	BACS	Mercia Garden Care	Burial ground mowing		180.00	Current Account	Approved by Chair and Clerk, full council approval sought
21/07/2020	BACS	Derbyshire County Council	Street light		2,081.33	Current Account	Approval sought
01/08/2020	BACS	C J Crowder	Mobile phone top up		10.00	Current Account	Approval sought
01/08/2020	BACS	Amazon (via Clerk)	Stationery	0.96	5.80	Current Account	Approval sought
01/08/2020	BACS	Mercia Garden Care	Burial ground mowing		180.00	Current Account	Approval sought
06/08/2020	BACS	PKF Littlejohn LLP	Audit	160.00	960.00	Current Account	Approval sought
01/09/2020	BACS	C J Crowder	Mobile phone top up		10.00	Current Account	Approval sought
01/09/2020	BACS	Zoom (via C J Crowder)	Zoom meetings	2.40	14.39	Current Account	Approval sought
01/09/2020	BACS	FindmySupplies (via C J Crowder)	Ink		16.20	Current Account	Approval sought
31/08/2020	BACS	Mercia Garden Care	Bench and railings repaint		175.00	Current Account	Approval sought
31/08/2020	BACS	Mercia Garden Care	Strim Burdett Way		40.00	Current Account	Approval sought
31/08/2020	BACS	Mercia Garden Care	Hedge cut Mitre Field		380.00	Current Account	Approval sought
31/08/2020	BACS	C Hawksworth	Broomhills cleaning		36.00	Current Account	Approval sought
31/08/2020	BACS	C Hawksworth	Broomhills cleaning materials		1.50	Current Account	Approval sought
10/09/2020	BACS	DALC	Planning training		50.00	Current Account	Approval sought
10/09/2020	BACS	DALC	Planning training		200.00	Current Account	Approval sought
			TOTAL		£171.26	£7,318.57	

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

c. BANK BALANCES

Current Account	£63,797.78
Recreation Ground Account	£1,003.02
Reserves	£42,236.66
Petty Cash	£81.76

d. ASSET REGISTER

No updates

22. CORRESPONDENCE (RECEIVED SINCE LAST AGENDA UNTIL 7TH SEPTEMBER 2020)

- a. DALC: Planning Consultations, August Newsletter, DET Funding Scheme, Planning in Depth Training - 2 extra date options, Climate Emergency Survey, NALC Pay increase, HR Advice from Chris Moses our HR Consultant
- b. SDDC: South Derbyshire Local Green Spaces Plan, Closure of Play Areas due to Covid-19, Play Equipment Inspection Reports (various emails), Active Communities & Health Team - Summer 2020 Newsletter, Review of Private Hire Policy and Conditions, Replacement parts for Seesaw

- c. DCC: Do It Now - Contact reference F719225, 30 July newsletter, Emergency Prohibition of Waiting: Repton Road, near Ticknall, 16 July newsletter, 07 - July 2020 Newsletter, Temporary Road Closure for Repton Road, Repton / Midway, Community News 18th August 2020
- d. NALC: Rebuilding Communities x 3, Chief Executive's Bulletin X 8, Coronavirus — Information For Parish And Town Councils X 2, Nalc Announces Details For Six New Online Events, Nalc Unveils Plans For A Series Of Online Events, Supporting Local Councils To Reopen Playgrounds Safely
- e. SDDC Planning: Application ref. DMPA/2020/0697: Notification of planning application, Application ref. DMOT/2020/0734: Notification of planning application, Application ref. DMPA/2020/0717: Notification of planning application, Application ref. DMPA/2020/0667: Notification of planning application, Application ref. DMPA/2020/0266: Notification of planning application, Application ref. DMOT/2020/0605: Notification of planning application, Application ref. DMPA/2020/0647: Notification of planning application, Application ref. DMPA/2020/0594: Notification of planning application, Application ref. DMPA/2020/0551: Notification of planning application, Application ref. DMOT/2020/0833: Notification of planning application, Application ref. DMOT/2020/0754: Notification of planning application, Application ref. DMPA/2020/0804: Notification of planning application
- f. District Councillor Andrew Churchill: High Street Parking Restrictions, Planning Application DMPA/2020/0489: The Swan Inn, Milton, Missed Collections in Repton x 2, Barrow upon Trent and Swarkestone, Disable Facilities Grant Flyer
- g. Repton Village Hall Chair: Keeping everyone in the loop
- h. South Derbyshire CVS: Stronger South Derbyshire Bulletin 7 August, Stronger South Derbyshire Bulletin 14 July, COVID & BEYOND: Survey of Voluntary Organisations, Community Groups & Social Enterprises in Derbyshire, Forums events upcoming at SDCVS, Stronger South Derbyshire Bulletin 3 July, Join our Board: South Derbyshire CVS is seeking new Trustees
- i. Samantha Adie: Article from Radfield Home Care Derby, Ashbourne & South Derbyshire
- j. Office of the Police and Crime Commissioner for Derbyshire: Virtual meeting with your Police and Crime Commissioner in South Derbyshire
- k. Repton School: Repton School Reopening

23. DATE AND TIME OF NEXT PARISH COUNCIL MEETING

Monday 12th October 2020, 19:30 by virtual zoom meeting

APPENDIX A: SIGNED JULY 2020 MINUTES



07-2020 July 8th -
signed.pdf

APPENDIX B: SIGNED PAYMENT SCHEDULE



September 2020
Agenda Payment Requ

Audit Trail

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