

# MINUTES OF THE MEETING OF REPTON PARISH COUNCIL HELD VIRTUALLY VIA ZOOM AT 19:30 ON MONDAY 12<sup>TH</sup> APRIL 2021

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

**Absent:** Councillor Griffiths and County Councillor Ford.

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

The meeting was recorded as an aide memoire for the Clerk and this was declared on the agenda.

## 1. APOLOGIES

Councillor Griffiths and County Councillor Ford.

## 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 8<sup>TH</sup> MARCH 2021

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

None.

## 7. PLANNING MATTERS

- a. All Councillors agreed to submit an objection on planning application DMPA/2021/0376: Retrospective application for the retention of a storage shed at 2 Milton Grange, Main Street, Milton, Derby, DE65 6EF, due to it being another retrospective planning application, a large installation, concerns over its use for storage, and with respect to the Neighbourhood Development plan and its location next to a listed building. Action Clerk to submit the objection.

*Standing Orders Resumed*

## 8. COUNTY, DISTRICT AND PARISH COUNCILLORS' REPORTS

- a. District Councillor Haines advised that grass cutting had now started again for the district. Details of the coffee pod recycling scheme should be out with householders soon. Councillor McArdle asked if it was possible to get tetrapaks recycled. The district councillors thought that in their opinion due to the complexity of the packaging it would prove to be very costly to recycle these.
- b. District Councillor Churchill advised that SDDC were busy organising the local elections to take place in May. He had reported fly tipping at Foremark reservoir; if anybody sees any further fly tipping they can report directly to SDDC or to the two district councillors. As more information comes in on the Freeport scheme he advised he would share it with the Parish Council. The planning application on 42 Main Street, Repton had been refused based on the local neighbourhood development plan. The planning application for 26 High Street has been approved but on the condition that the side facing High Street had frosted windows.
- c. Councillor Rainey had noticed that the current insurance policy asked for tree inspections to be done. **Action the Clerk to find tree inspectors and ask for three quotations of work.**
- d. Councillor Dickson advised that Mitre Drive has not been cleaned up after the work has finished. **Action the Clerk to chase with Repton School.**
- e. Councillor Fluck wished to know if the Parish Council could adopt the telephone box in Milton. The village would like the defibrillator moving from the pub to the phone box as it was now showing as not covering the far end of the village if it is needed to be used. **Action the Clerk to make enquiries with BT.**
- f. Councillor Dickson proposed that when communications come into the Clerk and are passed on to the Councillors that the person who submitted the communications personal details were passed along to all councillors. The Clerk advised that this could only be done with the person's agreement or we would contravene data protection. The Clerk advised that she would ask people to give their permission and if they did would pass their details along to all councillors.
- g. Councillor Sheldon proposed that all Councillors should have repton-pc.gov.uk email addresses. **Resolved all Councillors agreed to this. Action Councillor Griffiths to set up the email addresses.**

## 9. CHAIRMAN'S REPORT

- a. The Chair advised that she has joined the Willington Surgery Patient Participation Group meetings who are looking at setting up an IT Support Buddy System for patients in Repton not confident with IT to connect to a medical practitioner via a tablet probably in Repton Village Hall accompanied by a helper. She will be attending the liaison meetings for Freeport. She advised that the council had been approached about areas in the village for holding outside exercise classes. The Councillors wished to know more information on the classes wanting to be held. **Action the Clerk to ask for details on the classes.**

## 10. CLERK'S REPORT

- a. Counter-Terrorism and Security Act 2015 - Venue Hire requirements for publicly owned venues. **All councillors agreed to adopt the example wording from SDDC in any new hires and to update existing hirers, action the Clerk to ensure this happens.**
- b. Annual Council Meeting 2021, was discussed in the parish meeting and **all councillors agreed to hold virtually on Tuesday 4<sup>th</sup> May at 19:30**
- c. Letters have been sent to residents surrounding the new Arboretum and Mitre Field to remind that there is no right of access from their properties into these areas.
- d. Communication to allotment holders has been sent reminding of no fires to be held as per their tenancy agreements, following on from a complaint received.

## 11. ADDITIONAL COUNCILLOR

After discussion **all Councillors resolved to keep the current number of councillors and not ask SDDC to review.**

12. FLOOD PROTECTION

Councillor Sheldon reported that the working party were meeting with Severn Trent and DCC to look at the situation at Brook End bridge. They will be undertaking further de-silting work, 8 tonnes was removed last year. He has met with Severn Trent who agreed to put cameras into the drains to look at the situation around 37 High Street, they found that roots were causing an issue and have removed these. They are looking into lining the existing pipes. An issue has been reported near to Askew Grove that they are going to investigate. All areas are working on a natural flood management scheme with the hopes of this going into the Environment Agency's plans for next year. A risk assessment is to be created for the flood wardens. The Clerk confirmed that all flood wardens are covered under the Parish Council's insurance.

13. ELDERLY SERVICES (COUNCILLORS SHELDON, PERKS, LLOYD, MCARDLE)

Councillor Sheldon is still working with Trent and Dove. The asbestos is being removed from the Dales and then demolition work will begin.

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

- a. Councillor Steel advised that work was due to start on the 15<sup>th</sup> April on replacing the doors and windows at Broomhills Pavilion. The issue with the emergency lighting that had been reported to him now seemed to be resolved.
- b. The Councillors had a discussion around the use of Broomhills, and confirmed that it is for all different groups of people to use. An onsite meeting of the working group is to be arranged.

15. VILLAGE MAINTENANCE AND FOOTPATHS (COUNCILLORS DICKSON, SHELDON, GRIFFITHS, BROWN, MCARDLE)

Councillor Dickson advised that all footpaths walked by the group this month were all in a good condition. The planters around the villages were looking good.

16. BURIAL GROUND AND ALLOTMENTS (COUNCILLORS RAINEY, STEEL, THOMAS, GRIFFITHS, MCARDLE)

- a. Councillor Steel advised that a leaky tap at the allotments/burial ground needed looking into ASAP. **All councillors agreed to instruct a plumber previously used to get this sorted as a matter of urgency.**
- b. The Councillors discussed that the burial ground was in need of a tidy up. Councillor Brown suggested that Councillors could volunteer to do this and the Clerk could ask their grounds maintenance contractor if he could dispose of the collected material. **Action Councillor Brown to organise the date and time, action the Clerk to contact the grounds maintenance contractor.**

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

- a. The clerk advised that DCC have approved the sign license, with a few conditions that she needs to check before instructing the purchase and fitting of the new sign.
- b. **All Councillors agreed to purchase the '5 for the price of 4' benches from British Recycled Plastic, Clerk to place the order.** Benches are to be placed; three in the burial ground and one in each of the Arboretums.
- c. Councillor Steel suggested that the Clerk write to East Midlands Airport as they donated the last notice board for Milton. **Action Clerk to contact East Midlands Airport.**
- d. The Chair asked for Tanners Lane, Main Street and Pinfold Close street signs to be added to the list of replacements needed. **Action Clerk to raise with SDDC.**
- e. The bollards outside of the Post Office are in need of painting. **Action the clerk to raise with DCC Highways.**

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

Nothing to report.

19. ARBORETUM/SLEDGE WOOD AND BIODIVERSITY (COUNCILLORS BROWN, LLOYD)

- a. Councillor Brown has talked to Woodgrow Horticulture about wild planting at the Arboretums. They have advised against this as it is the wrong type of soil conditions. He and Councillor Lloyd will continue to look at other areas.
- b. Councillor Brown had met onsite with a resident bordering on to the old arboretum who had an issue with the trees on their boundary. He agreed with the resident that any trees on the arboretum side that needed to be removed would be looked into by the council. Councillor Rainey advised that we needed all trees on parish council land to be assessed to conform with the council's insurance conditions. **All Councillors agreed to combine this activity with the removal of the trees at the arboretum. Action the Clerk to find suitable contractors and ask for quotes.** The mole issue seems to be under control now. The site looks clear and SDDC have started mowing again.

19. INFORMATION TECHNOLOGY (COUNCILLOR GRIFFITHS)

Nothing to report.

20. YOUTH RECREATION FACILITIES (COUNCILLORS GRIFFITHS, THOMAS)

Councillor Thomas advised that the working party had met and were forming an action plan.

## 21. FINANCE

### a. RECEIPTS

First Precept and Support Grant Payment from SDDC = £21,829.00 (received into current account)

### b. PAYMENTS ALREADY MADE AND FOR APPROVAL

Date	Payment method/ cheque number	Name	Description	Vat	Total	Details for banking	Payment from
15/04/2021	Standing Order	Repton Village Hall Company	Office Rent		£230.00	Information Only	Current Account
12/04/2021	BACS	Zoom (via Clerk)	Zoom meetings	£2.40	£14.39	Approval Sought	Current Account
12/04/2021	BACS	Vesta Payment Solutions (via Clerk)	Mobile phone top up		£10.00	Approval Sought	Current Account
12/04/2021	BACS	Clerk	Clerk Salary		£789.30	Information Only	Current Account
12/04/2021	BACS	Derbyshire CC Superannuation Fund	Pension payment		£219.69	Information Only	Current Account
12/04/2021	BACS	Broomhills Cleaner	Broomhills Cleaning		£45.00	Approval Sought	Current Account
22/03/2021	Direct Debit	British Gas	Broomhills Electricity	£1.76	£37.13	Approval Sought	Current Account
12/04/2021	Direct Debit	South Staffordshire Water	Broomhills water		£71.39	Approval Sought	Current Account
12/04/2021	Direct Debit	South Staffordshire Water	Burial ground and allotment water		£88.16	Approval Sought	Current Account
12/04/2021	BACS	James Williamson	Electrical work at Broomhills		£1,613.30	Approval Sought	Current Account
12/04/2021	BACS	DALC	Annual subscription and enhance training		£923.10	Approval Sought	Current Account
12/04/2021	Direct Debit	United Kingdom Debt Management Office	Public Works Loan repayment		£11,301.39	Information Only	Current Account
12/04/2021	BACS	HMRC	NI and Tax		£194.95	Approval Sought	Current Account
12/04/2021	BACS	Amazon (via Clerk)	Envelopes	£0.40	£2.39	Approval Sought	Current Account
12/04/2021	BACS	Amazon (via Clerk)	Stamps	£2.28	£13.66	Approval Sought	Current Account
12/04/2021	BACS	Amazon (via Clerk)	Stamps		£13.48	Approval Sought	Current Account
12/04/2021	BACS	SDDC	Litter bin emptying	£259.69	£1,558.13	Approval Sought	Current Account
			<b>TOTAL</b>	<b>£266.53</b>	<b>£17,080.45</b>		

### c. BANK BALANCES

Current Account	£56,884.78
Recreation Ground Account	£288.30
Reserves	£42,239.83
Petty Cash	£81.76

### d. ASSET REGISTER

Nothing to report.

## 22. CORRESPONDENCE (RECEIVED SINCE LAST AGENDA UNTIL 29TH MARCH 2021)

- i. DALC: March 2021 Newsletter; Training Reminder - Microsoft 365 Masterclass - Free of charge - 22 March 2021 - 10am - 11am; DCC Green Entrepreneurs Fund; Training Reminder - Risk Assessment - Brian Brookes - BHIB - 13 April 2021 - 10am - 11am – Zoom; Impact New Parish Carbon Footprint Tool; Remote Meetings Update

- ii. DCC: Emergency Road Closure: Springfield Road, Repton; 12<sup>th</sup> March 2021; Community Safety Update; Community News 23 March 2021
- iii. NALC: Online Events x 8; Chief Executives Bulletin x 4; Breaking News
- iv. District Councillor Andrew Churchill: Development at 42 Milton Road, Repton; Covid-19 Briefing
- v. District Councillor Kerry Haines:
- vi. Councillor Lloyd: Hollie Guard app; The Police and Crime Commissioners Listening To You Survey; We Are Recruiting Independent Advisory Group Members
- vii. SDDC: Cameron Homes Development , Milton Road; Police Crime Commissioner Vulnerability Fund; Meet Your Commissioner Event - South Derbyshire - Thursday 18th March 2021; Freeport – South Derbyshire: Counter-Terrorism and Security Act 2015 - Venue Hire requirements for publicly owned venues; Vehicular Activated Signage; South Derbyshire Community Heroes - Roll of Honour 2021
- viii. CVS: The Latest News from South Derbyshire CVS x 2
- ix. County Councillor Martyn Ford: EMIP Liaison Meeting; Mount Pleasant Lane
- x. Derbyshire Pension Fund - Employer Newsletter 170, March 2021; Pension Administration Consultation 2021
- xi. Claire Haynes, Involvement Manager, NHS Derby and Derbyshire Clinical Commissioning Group: Re: ENQ 1365 GP Heath Care facilities in Repton
- xii. James Norton SDDC: Application ref. DMPN/2021/0391: Notification of planning application
- xiii. Rachel Traverse Goodman: EMIP Liaison Meeting x 2
- xiv. Charlotte Farrell: 20s Plenty for Derbyshire
- xv. Steve Kennett: Incident involving your data
- xvi. Census 2021

### 23. DATE AND TIME OF NEXT PARISH COUNCIL MEETING

Tuesday 4<sup>th</sup> May Annual Council Parish Meeting at 19:30.

### APPENDIX A: SIGNED MARCH 2021 MINUTES



3-2021 March 8th  
signed.pdf

### APPENDIX B: SIGNED PAYMENT SCHEDULE



April 2021 Agenda  
Payment Request sign

*Barbara McArdle*

05/05/2021

## Document Information

### Document

Title	4-2021 April 12th
ID	ba49d3ce-05a6-40f7-be39-dec24401afd4
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
4-2021 April 12th created by Caroline Crowder	Caroline Crowder (clerk@repton-pc.gov.uk)	86.18.159.248	Wed, 5 May 2021 11:04:23 +0000
4-2021 April 12th emailed to Barbara McArdle	Caroline Crowder (clerk@repton-pc.gov.uk)		Wed, 5 May 2021 11:04:24 +0000
Barbara McArdle <barbara.mcardle@live.co.uk> opened email for 4-2021 April 12th	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:32:50 +0000
4-2021 April 12th visited by Barbara McArdle <barbara.mcardle@live.co.uk>	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:32:58 +0000
Browser geo-location provided: Lat 52.83941299999999, Long -1.542233	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:05 +0000
Initials applied (page 1)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:15 +0000
Initials applied (page 2)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:18 +0000
Initials applied (page 3)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:20 +0000
Initials applied (page 4)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:23 +0000
Initials applied (page 5)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:24 +0000
Signature applied (page 6)	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:33:34 +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)	86.153.131.77	Wed, 5 May 2021 11:34:04 +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)	86.153.131.77	Wed, 5 May 2021 11:34:04 +0000
Signer offered option to accept or reject document	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:34:04 +0000
Clicked button with text: By clicking this button I hereby ACCEPT the terms of this document	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:34:04 +0000
4-2021 April 12th completed by Barbara McArdle <barbara.mcardle@live.co.uk>	Barbara McArdle (barbara.mcardle@live.co.uk)	86.153.131.77	Wed, 5 May 2021 11:34:04 +0000