

Please note that Council meetings are recorded
Willington Parish Council
Email: clerk@willingtonpc.org.uk

Date: 3rd September 2020

To: The Chairman and Members of Willington Parish Council

Dear Councillor

You are summoned to attend a Council Meeting of Willington Parish Council, which will be held under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 at 7pm on **Tuesday, 8th September 2020**.

Joining instructions for Councillors and Members of the public to access this Meeting are as follows;

Topic: Willington Parish Council Meeting
Time: September 8th, 2020 at 7:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/8995257757?pwd=cmlIWU5NaU1mUWIWTW40OUNhVHd2dz09>

Meeting ID: 899 525 7757

Passcode: 0vG1qg

One tap mobile

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+442039017895,,8995257757#,,,,,0#,,008531# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

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+44 203 481 5237 United Kingdom

Meeting ID: 899 525 7757

Passcode: 008531

Find your local number: <https://us02web.zoom.us/j/kcGP5bULvw>

Yours sincerely

Debra Townsend

Debra Townsend
Locum Clerk

AGENDA

1. To Receive Apologies for Absence

2. Variation of Order of Business (if required).

3. Declaration of Members' Interests

- a) Members must ensure that they advise the Clerk of any Declaration of Members Interests by email prior to the start of the meeting and must indicate the action to be taken (ie to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
- b) Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

4. Public Speaking, including County, District and Police Representation. Total 15 minutes.

- a) At the start of the meeting a period of not more than three minutes will be made available for members of the public to comment on **any matter already on the agenda** (Standing Order 3g). While members of the public are welcome to observe the full meeting, they **may not** take an active role once the question period has closed.
- b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
- c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

5. To confirm and agree as a true record the non-confidential Minutes of the Extra Ordinary Willington Parish Council Meeting held on 23rd July 2020 (attached at Item 5).

6. To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960.

"In view of the confidential nature of item..... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, in order to discuss the item"

7. Finance – Income and payments to 8th September 2020 (attached at Item 7).

To approve the income and payments to 8th July 2020. An update may be provided at the Meeting. **Please note that all invoices are available for inspection. Please contact the Locum Clerk if you have any questions prior to the Meeting.**

8. To confirm and agree the accounts to month ending 31st August 2020 (Item 8 to follow).

9. Clerk's Report

- a) Update – website accessibility
- b) Non-Discretionary COVID-19 Business Grants
- c) Re-siting of bus shelter Hall Lane/Repton Rd (attached at item 9c)
- d) To note that the Locum Clerk is not available 18th – 25th September 2020.

10. To Consider the Report of the Working Group. Cllr T. Bartram (Item 10 to follow).

To consider the report, proposals and costings of the Working Group, (submitted by Cllr T. Bartram) set up at Council on 9th June 2020, and considered on 23rd July 2020, for replacement bins, consideration of a large street cleaning barrow for use in the village and maintenance of the allotment shed.

11. Arrangements for Consideration of Projects for Willington (attached at item 11b and 11c).

To consider;

- a) that arrangements have been made for consideration of project(s) for Willington, using s106 money, to be held on 22nd September 2020 at 7.00 pm via Zoom,
- b) the attached report on an update of monies available, and
- c) the attached correspondence.

12. Willington Bowls Club (attached at item 12)

Correspondence has been received from Willington Bowls Club, asking

- a) if, as they have received a new mower, the current maintenance schedule could be transferred onto the new machine. No costs have been provided.
 - b) If the Parish Council would like the Bowls Club to advertise the old machine.
 - c) If consideration could be give to the re-roofing the pavilion
- Council's views are sought.

13. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses

Council are requested to advise the Locum Clerk of any relevant arrangements requiring review.

14. Review of Inventory of Land and other Assets (attached at Item 14).

15. To Agree a Model Publication Scheme (attached at item 15).

16. Policies and Procedures (attached at item 16)

To note the current progress of policies and procedures for Willington Parish Council.

17. Transfer of Land Adjacent to Allotments from Peveril Homes to Willington Parish Council

The following was agreed in July 2018;

150/18 Peacehaven land offer. Clerk reported that Peveril Homes have asked if the Parish Council would like the spare land running adjacent to the Cemetery. Cllr Houghton proposed the PC accept the offer, seconded by Cllr Finney and all in agreement. Clerk to contact Terry from Peveril.

At the Council meeting on 23rd July 2020 the Locum Clerk was asked to secure a contribution towards the legal costs of the Council from Peveril Homes.

Peveril Homes have now confirmed that they are prepared to contribute £500.00 plus VAT towards the cost of the transfer. Council's instructions are now sought.

18. Clock Maintenance

It is noted that the Clock is currently not working. There is currently no maintenance contract in place for this clock. Council is asked to consider options, including;

- a) Giving delegated authority to the Clerk to authorise a repair.
- b) Get a quote for repair to be reported to Council for agreement.
- c) Get quotes for an ongoing maintenance contract.

19. Public Rights of Way Minor Maintenance Agreement (attached at item 19)

To consider if Willington Parish Council wish to participate in this scheme for 2020/21.

20. Police Participation

The Police have offered to attend an online Meeting in October to discuss how local residents have been coping and supporting each other during the pandemic. Council's view is sought.

21. Proposed Picnic in the Park Event (attached at item 21)

A proposal has been received for a Picnic in the Park event. Councillors views are sought.

22. Use of Twyford Road Playing Fields by 1st Findern Brownies and Guides

An email has been received asking if the above two guiding units might use part of the Twyford Road Playing Field on a Monday evening between 5 pm – 8.30 pm, as they can currently only meet outside due to COVID-19. They advise that Brownies and Guides attend from both Willington and Findern.

23. Payphone Consultation (attached at item 23)

A further consultation is now taking place on the removal of the payphone on Castleway, Willington, and Council's response is sought. Willington Parish Council have previously objected to the removal of this payphone due to it's high usage (Minute Number 490/19 13th October 2019).

24. Review of Private Hire Licensing Policy and Conditions – SDDC (attached at item 24)

In July 2020, the Secretary of State produced the Statutory Taxi and Private Hire Standards. All licensing authorities must have regard to the Standards and implement the recommendations detailed within them. The Licensing Authority already have most recommendations in place however some recommendations need to be implemented therefore some changes have been made to the Private Hire Licensing Policy and Conditions.

More details about the changes can be found in the attached Policy and the conditions. Any comments received before 2nd October will be duly considered by Members at the Environmental and Development Services Committee due to be held on 2nd November 2020. The amended Policy will come into force in January 2021.

25. Correspondence received;

a) Sleeping Policemen, Hall Lane, Willington (attached at item 23)

26. Planning Applications

To respond where necessary to the following planning applications received since the last Meeting.

a) DMOT/2020/0777 11 The Green, Willington, Derby, DE65 6BP

Approval of details required by conditions 2 and 3 attached to planning application ref. 9/2019/0699 (The variation of condition 1 and removal of condition no. 4 of permission ref. 9/2018/0959 (relating to the erection of the sun canopy)).

b) DMOT/2020/0772 20-22 Twyford Road, Willington, Derby, DE65 6DE

The erection of a bungalow with associated new access

c) DMPA/2020/0744 Land adjacent 73 Twyford Road, Willington, Derby, DE65 6DE

The erection of a detached dwelling.

d) DMPA/2020/077034, Oaks Road, Willington, Derby, DE65 6DU
The erection of a 7ft fence.

27. Derbyshire Environmental Trust (DET)

a) Derbyshire Environmental Trust are inviting groups to apply for funding from their Grant Scheme (attached at item 27).

28. Purchase of Bin Bags for Volunteer Operative (Cllr M. Bartram)

A local resident who has volunteered to do litter picks and grounds maintenance in Willington has asked if the Parish Council could supply some bin bags.

29. Items for Information

All items of interest have been circulated by email.

30. Exclusion of the Press and Public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

31. FOI Request Update

To provide an update on the FOI response considered by Council on 23.7.20 (Item 31 report to follow).

32. Locum Clerk Contract of Employment (Exempt as this relates to personnel matters)

To note report and confirmation that a temporary contract of employment exists for the Locum Clerk to act as the Proper Officer to Willington Parish Council (report attached at item 32).

33. To Consider Extending the Role of the Locum Clerk to include the position of RFO and Burials Clerk. (Exempt as this relates to personnel matters). Cllr J. Cullen.

This matter is brought forward from the previous meeting (July 2020). (report attached at item 33).

34. To Report a Complaint

Councillors are reminded that if the Complainant is known to them as an acquaintance, they shouldn't partake in this matter to maintain impartiality.

35. Meeting close