

Clerks Report March 2021

	MINUTE NUMBER	RESOLUTION	ACTION
		COUNCIL 8TH SEPTEMBER 2020	
1/2020	080920/12 Willington Bowls Club	RESOLVED that the Locum Clerk writes to the Bowls Club as follows; a) that clarification on the existing membership, and a copy of their current audited accounts be requested b) that a condition report be provided by the Bowls Club on the Pavilion	1) Email sent 9.9.20 2) No response reported to Council 13.10.20 3) Email sent 6.11.20 4) Reported to Council January 21. NO FURTHER ACTION
2/2020	080920/13 Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses	RESOLVED that whilst none were proposed for consideration at this time, this should be looked into further before the next Annual Meeting of the Council.	C/F 2021
3/2020	080920/17 Transfer of Land Adjacent to Allotments from Peveril Homes to Willington Parish Council	RESOLVED that it be delegated to the Locum Clerk to instruct a solicitor to complete this transfer, up to a maximum of an additional £500.00 (£1000.00 including Peveril's contribution).	Solicitor instructed. Awaiting completion. ONGOING
4/2020	080920/18 Clock Maintenance	RESOLVED that the Locum Clerk be delegated to ask Smiths of Derby (original installer) to repair the clock up to a maximum of £500.00. Also request a quote for a three-year maintenance contract.	1) Smiths emailed 10.9.20 2) Quote received 3) Instructed 4) Completed 5) Quote for maintenance requested again 6) Reported to Council 12.1.21 NO FURTHER ACTION SEE 5/2021

5/2020	080920/19 Public Rights of Way Minor Maintenance Agreement	RESOLVED that the Locum Clerk get further details on the scheme before a decision is made.	1) Emailed 10.9.20 2) Reported to Council 13.10.20 NO FURTHER ACTION
6/2020	080920/20 Police Participation	RESOLVED that the Police be invited to the next meeting, but due to time restraints they are asked to limit their presentation to five minutes.	1) Invited 10.9.20 2) No response NO FURTHER ACTION
7/2020	080920/21 Proposed Picnic in the Park Event	RESOLVED that the Locum Clerk write to the company thanking them for their interest, but declining their offer at the current time.	1) Emailed 10.9.20 NO FURTHER ACTION
8/2020	080920/22 Use of Twyford Road Playing Fields by 1 st Findern Brownies and Guides	RESOLVED that the Brownies be advised that they can use the Playing Fields. However, there is no use of the toilets at this time. The Football Club also to be advised of this decision.	1) Emailed 10.9.20 NO FURTHER ACTION
9/2020	080920/23 Payphone Consultation	RESOLVED that a response be submitted that the Council objects to it's removal due to it's siting adjacent to the railway station, and it's importance in the regeneration of the local community. However, if it was to be removed, the Parish Council would like the opportunity to consult with community groups to explore possible uses.	1) Response emailed 10.9.20 NO FURTHER ACTION SEE 1/2021
10/2020	080920/26 Planning Applications	RESOLVED to respond to the District Council as follows; 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)). <i>Object to the above application due to the material proposed to be used on the floor (light oak wood effect ceramic tile), and it not being in keeping in the conservation area.</i> d) DMPA/2020/077034, Oaks Road, Willington, Derby, DE65 6DU. The erection of a 7ft fence.	1) Planning emailed 10.9.20 NO FURTHER ACTION

		Object to the above application due to concern on the effect on visibility for traffic at the adjacent junction.	
11/2020	080920/28 Purchase of Bin Bags for Volunteer Operative	RESOLVED that bags be purchased up to a cost of £20.00 but that SDDC be asked if they could supply them.	1) Bags purchased and passed to operative. 2) SDDC emailed 3) Further email sent to SDDC 6.11.20 4) Further email sent SDDC 30.11.20 5) Further email sent SDDC 25.1.21 6) Cllr AM asked to follow-up 22.2.21 7) Cllr AM to pick up bags from SDDC 3.3.21
COUNCIL 13TH OCTOBER 2020			
12/2020	131020/10 Clerk's Report	An update was provided on the Website Accessibility Regulations. It was confirmed that the website now has an accessibility statement, and further work was taking place.	ONGOING
13/2020	131020/12 To Agree the Concurrent Expenses Claim for 2019/20.	RESOLVED that concurrent expenses be agreed as circulated, and be submitted to South Derbyshire District Council.	Sent to SDDC 16.10.20 NO FURTHER ACTION
14/2020	131020/13 Traffic Calming/Speed Cameras in Willington (Cllr Blanksby)	The Locum Clerk was also asked to report the speed detection sign on Repton Road, between Church View and Kingfisher Lane which wasn't working.	Reported to DCC 16.10.20 Ref. F737971 NO FURTHER ACTION Update DCC requested 25.1.21
15/2020	131020/14 Clock Maintenance	RESOLVED that the supplier be contacted and asked to complete the recommended work at a cost of £1714.00 excluding VAT.	Smiths instructed. 6.11.20 Awaiting confirmation of completion Completed NO FURTHER ACTION
16/2020	131020/15 Public Rights of Way Minor Maintenance Agreement	RESOLVED that Willington Parish Council would not participate in the scheme in the current year	DCC emailed 16.10.20 NO FURTHER ACTION

17/2020	131020/16 Flooding Strategy for Willington	RESOLVED to set up an Informal Flooding Strategy Working Group as above, to report back to Council. The following Councillors agreed to take part; Cllrs Allsopp, M. Bartram, Houghton and Walters.	All Councillors emailed and invited to participate 16.10.20 NO FURTHER ACTION
18/2020	131020/17 Arrangements for carrying out the Council's Financial Obligations	RESOLVED that the Locum Finance Clerk be asked to become an authorised person on the Unity Bank account, and that all Members of the Finance Committee become authorised personnel. If not already completed, the required personal details be passed to Cllr Houghton to forward to Unity for authorisation. Members of the Finance Committee were confirmed as; Cllrs Allsopp, T. Bartram J. Cullen (Chair), Houghton and I. Walters.	1) Email sent to Locum Finance Clerk, Cllr T. Bartram and Cllr J. Cullen 30.10.20 2) Locum Finance Clerks details completed 3) Email sent to Cllr T. Bartram and Cllr J. Cullen 30.11.20 4) Details awaited from Cllr T. Bartram 6.1.21 SEE 11/21
19/020	131020/18 Calon	RESOLVED that the Locum Clerk writes to Calon asking if they would consider tidying up this village entrance.	1) Email sent to Calon 16.10.20 2) Reply received from Calon; The task is currently out for tender with suppliers, the tender process is due for completion shortly with a start date of mid-November. NO FURTHER ACTION 3) Calon emailed for update 25.1.21 4) A/A 22.2.21
20/2020	131020/19 Play Equipment Report	RESOLVED that the Locum Clerk arrange repairs to this equipment as soon as possible.	Costs have been received and will be considered at Council 10.11.20 SEE 29/2020 NO FURTHER ACTION
21/2020	131020/20 Station Garden	RESOLVED that the Locum Clerk writes to the resident expressing the Council's thanks for the work done	Completed 16.10.20 NO FURTHER ACTION
22/020	131020/21 Little Library for Children	RESOLVED that subject to the Locum Clerk getting the relevant permission, this proposal be accepted.	1) Applicant emailed 16.10.20 2) DCC emailed 16.10.20

			<p>3) Network Rail emailed 16.10.20 4) No response 5) Network Rail emailed 6.11.20 6) Network Rail emailed 30.11.20 7) Response Rcvd. Forwarded to Applicant. 4.12.20 8) Network Rail response requested 29.1.21 9) Reported to Council 9.3.21</p>
23/2020	131020/22 South Derbyshire Playing Pitch Strategy	RESOLVED that the Locum Clerk respond to SDDC	Completed 16.10.20 NO FURTHER ACTION
24/2020	131020/23 Application to Register a Village Green	RESOLVED that the Locum Clerk ask DCC for additional, clearer information.	<p>1) Emailed 16.10.20 2) Further info received – to be considered at Council 6.11.20 NO FURTHER ACTION SEE 32/2020</p>
25/2020	131020/24 Corres. received	<p>RESOLVED that the Locum Clerk contact; a) The developer to confirm their plans for this site b) The Planning Authority to check the conditions that were attached to this permission. This refers to Sand Brooks</p>	<p>1) Planning emailed 16.10.20 2) No response 3) Planning emailed 6.11.20 4) Planning emailed 25.1.21 5) Cllr AM asked to chase up 22.2.21</p>
26/2020	131020/25 Planning Applications	<p>RESOLVED that a response be submitted to the Planning Authority on items c), e) and f) as follows; <i>Willington Parish Council would like to comment that there appears to be a lot of development at this site, and although it is noted that no change of use has been applied for, the Planning Authority are asked to ensure that this site, including all land, remains for agricultural use.</i></p>	Planning emailed 16.10.20 NO FURTHER ACTION
		COUNCIL 10TH NOVEMBER 2020	
27/2020	101120/11 Report and further consideration of S106 proposals	RESOLVED	1) Email sent to SDDC re s106 monies 13.1.20.

		<ul style="list-style-type: none"> That the Locum Clerk write to SDDC to advise them that Willington PC had identified a number of projects, for which S106 money may be claimed once further investigation had taken place. 	2) Response from SDDC received – report to Council 8.12.20. NO FURTHER ACTION
28/2020	101120/12 Willington Nature Reserve Bridge Project	RESOLVED that the Wildlife Trust be contacted and advised how to apply for a S137 Grant, and that a letter of support and endorsement for the project be sent to the Trust.	1) Email sent 13.11.20 with letter of support and grant application. NO FURTHER ACTION
29/2020	101120/17 Play Equipment	RESOLVED that Councillor Walters, in conjunction with the Locum Clerk get three quotes to be discussed at the next Council Meeting.	To be discussed at Council 8.12.20 NO FURTHER ACTION
30/2020	101120/18 Christmas Tree/Lights – Station Garden	RESOLVED that Cllr John Houghton put up the Christmas lights, and that the Locum Clerk be authorised to replace any broken lights/batteries up to a maximum of £100.00, in consultation with Cllr Houghton.	NO FURTHER ACTION
31/2020	101120/19 Station Garden	RESOLVED that as the WI carried out an excellent job of maintaining other areas of the Station Garden, they be contacted to ask if they wish to take on the extra area.	1) Email sent Chair of WI 4.12.20 2) Offer from Resident reported to Council 12.1.21 3) Offer accepted. 4) NO FURTHER ACTION
32/2020	101120/20 Application to Register a Village Green	RESOLVED that the Locum Clerk write to DCC and confirm that Willington Parish Council do not want this site to be registered as a Village Green, as it is believed that it has sufficient protection through open/green spaces legislation. Events are managed on this site and consent is given by the Parish Council.	1) Letter to DCC sent 13.11.20 2) Report to Council 8.12.20 NO FURTHER ACTION
33/2020	101120/22 Correspondence received	RESOLVED to respond as follows	

	a) Parking on Green Close, Willington b) Willington Station Adopters for East Midlands Railway	a) The Locum Clerk write to DCC and the Safer Neighbourhood Team to raise concern on this issue. b) The Locum Clerk respond confirming support for this project from Willington Parish Council.	a) Email to DCC 4.12.20. Response reported to Council 8.2.21 b) Email written confirming support. NO FURTHER ACTION
COUNCIL 24TH NOVEMBER 2020			
34/2020	241120/7 Auditor	That due to having the same Internal Auditor for a number of years, in the interests of transparency, that the Locum Clerk seek an alternative for 2020/21.	Request for list of Auditors from DALC Received – report to Council Mar 21.
35/2020	241120/8 Formal Approach to SDDC	RESOLVED that the Locum Clerk be requested to make a formal approach to SDDC (who are current owners of the TRPF Changing Rooms), in respect of pursuing this project.	1) Email sent 26.11.20 2) Response from CE reported to Council 8.12.20. 3) Cllr McP to follow up 8.12.21 4) Further email sent 9.2.21 5) Response reported to Council 9.3.21
COUNCIL 8TH DECEMBER 2020			
36/2020	081220/13 Outdoor Gym (Hall Lane)	RESOLVED that before a final decision was made, all three companies be asked to provide a site plan of all the equipment in situ, and a decision be deferred until these are received.	1) All companies emailed 14.12.20 2) SDDC asked for permission 14.12.20 3) Site plans reported to Council 12.1.21 NO FURTHER ACTION
37/2020	081220/14 Replacement Play Equipment on Hall Lane	RESOLVED that the Council accept the quotation as follows; Frog sit-in Springer £820.00 Installation £680.00 * Removal of existing spring base £180.00 Carriage £450.00 * To include repair of existing springer * These costs are to be apportioned as the quote was for x 2	Streetscape emailed 16.12.20 Streetscape emailed 6.1.21 Work Completed NO FURTHER ACTION

38/2020	081220/16 Update on Village Green Status – Twyford Road	RESOLVED that the Locum Clerk write to the residents who had originally requested the status, explaining the context of the current proposals on the Playing Fields, and asking if they would consider withdrawing their request.	1) DCC emailed for addresses 14.12.20 2) Letter sent to all residents 18.1.21 3) Replies reported to Council 8.2.21 4) Ongoing
39/2020	081220/18 Summer Activities	RESOLVED that SDDC be informed that the activities as outlined above be booked.	SDDC emailed 16.12.20 NO FURTHER ACTION
COUNCIL 12TH JANUARY 2021			
1/2021	120121/9 Clerks Report	<ol style="list-style-type: none"> 1) The Locum Clerk was asked to follow-up items 14/2020, 19/2020 and 22/2020 on the Clerk’s report. 2) Cllr Macpherson was asked to follow-up item 35/2020 and report back to Council. 3) Cllr Carter asked for an update on the phone box situation. 	<ol style="list-style-type: none"> 1) See items above 2) Action Cllr McP. Clerk reported response 9.3.21 3) SDDC emailed 25.1.21 25.1.21 SDDC have responded that BT have confirmed that due to WPC’s objection this payphone will remain for now.
2/2021	120121/10 Report of Outcome of Standards Hearing (SDDC)	<ol style="list-style-type: none"> 1. That Willington Parish Council reviews its Code of Conduct and upgrades the Code to include, as a minimum, a clause that Councillors should not exhibit behaviour which “brings the Council or the office of Councillor into disrepute”. 2. That Willington Parish Council considers any training opportunities to encourage team building and working together once all current Councillor vacancies are filled. 3. That steps will be taken to explore the possibility of formally audio and video recording Committee and Council Meetings, and making those recordings available to members of the public. 4. That Willington Parish Council seek advice on a policy or protocol relating to audio and video recording, which 	<ol style="list-style-type: none"> 1) Ongoing 2) Ongoing 3) Ongoing 4) Ongoing

		is legally and procedurally robust, and ensures that any recordings are not intimidatory in nature.	
3/2021	120121/11 Outdoor Gym (Hall Lane)	RESOLVED that subject to securing the S106 money for this project, and a site plan being completed, Fresh Air Fitness be asked to complete this work at a cost of £12,269.90 excl. VAT for 8 pieces of equipment plus mats, as per their quotation dated 9.11.20.	1) S106 Application completed 22.1.21. Once authorised, order to be placed. 2) F.A.F. emailed for plan. 3) S106 Application approved. Reported to Council 9.2.21.
4/2021	120121/13 To Consider the Report of the Informal Working Group.	a) that three quotes be sought for the replacement of the two bins at Willington Marina with larger (224 litre) bins, to be presented to the next Council meeting for a decision. b) That SDDC be asked to repair/replace their bins that are damaged; 1. Twyford Rd/Orchard Close 2. Layby on Twyford Rd/Frizzams Lane 3. Outside Post Office 4. Beech Avenue	1) SDDC emailed 19.1.21 2) SDDC emailed 19.1.21 3) Cllr AM asked to chase up 22.2.21
5/2021	120121/15 Clock Maintenance Cost	The cost of a three-year maintenance deal was confirmed as £564.00 excluding VAT (to be paid in advance). A one-year deal was £198.00 excluding VAT. RESOLVED that the Locum Clerk confirm the existing warranty provision	1) Supplier emailed 15.1.21 2) A/A 3.2.21 3) A/A 22.2.21 4) Reported to Council 9.3.21
6/2021	090221/12 Update on s106 projects	Tennis Court Refurbishment. Councillor Houghton reported that the previous contractor who had quoted had now withdrawn, and it was difficult to identify companies who could complete this work to get three quotations. Cllr MacPherson suggested that SDDC had a preferred supplier list that they may be able to share. RESOLVED that the Locum Clerk approach SDDC for recommended suppliers.	1) SDDC emailed 10.2.21 2) Cllr JH emailed with 2 contacts 12.2.21 3) Locum Clerk to follow up contacts

7/2021	090221/15 Trees on Derwent Court	<p>A request had been received from a resident asking that the trees at the rear of the properties on Derwent Court be reduced in height. (Cllrs to provide contact details) RESOLVED that the Locum Clerk gets quotations for this work, to be re-submitted to Council.</p>	<p>1) Cllrs emailed 10.2.21 2) Quotes requested 22.2.21 3) Reported to Council 9.3.21</p>
8/2021	090221/22 Tow Path (Willington to Findern)	<p>The state of the footpath/towpath between Willington to Findern was discussed, and it was agreed that it was also very poor between Willington towards Burton, although it was thought that the path to Findern was used more. RESOLVED that the Locum Clerk write to the River Trust and Derbyshire Count Council to ask if maintenance work could be carried out between Willington and Findern.</p>	<p>1) River Trust emailed 22.2.21 2) DCC emailed 22.2.21 3) DCC responded advising it is River Trust responsibility 4) River Trust have responded that there is no funds for further towpath improvements 4.3.21.</p>
9/2021	090221/24 Correspondence Received	<p>d) An email had been received regarding dog mess. It was agreed that dog mess was increasing in the village, and it was; RESOLVED a) that the Locum Clerk write to SDDC and request the presence of the dog wardens as a deterrent and also ask if they would consider siting CCTV cameras in the ‘hot-spot’ areas. b) That Councilors identify the ‘hot-spot’ areas and this matter be considered at the next Council Meeting (March).</p>	<p>1) SDDC emailed 10.2.21 2) SDDC emailed 19.2.21 3) Response reported 9.3.21</p>
10/2021	090221/24 Correspondence Received	<p>An email had been received regarding the siting of the Outdoor Gym on Hall Lane, requesting that the site be reconsidered as it was not suitable due to security concerns at their property which was adjacent to the site. This matter was debated and it was agreed that this site was the most suitable site for this equipment as had been previously agreed. The fencing around this site was also discussed, and it was; RESOLVED that the Locum Clerk obtains quotes for fencing around the rear of the Play Area which borders on St</p>	<p>1) Cllrs emailed 10.2.21 2) Quotes requested 22.2.21 3) Reported to Council 9.3.21</p>

		Michaels Close/Church Close. The fencing to consist of metal posts and green mesh fencing as exists. (Cllrs to provide contact details)	
11/2021	090221/13 Signatories	It was reported that additional signatories had not been processed due to information not being provided. Members of the Finance Committee should all be signatories on the Council's bank accounts. Current signatories were Cllrs Allsopp, Houghton and Walters. Cllr T. Bartram was also a member of the Finance Committee and agreed to provide the required details to Cllr Houghton for submission to Unity Trust as soon as possible.	1) See 18/2020. 2) Cllr T. Bartram to provide full details
12/2021			