

## Holymoorside & Walton Parish Council

Minutes of the full council meeting held on Wednesday 6<sup>th</sup> April 2022 in Holymoorside Village Hall, Holymoorside, Chesterfield

Present; *Councillors* M E Thacker (in the chair), A Broderick, A Grinbergs, D Hinchliffe, P Maskrey, D Phelps, J Swallow & P Truscott; *Clerk* K Brailsford and seventeen members of the public

### **AGENDA PART 1 - non-confidential information**

#### **FL268/21-22 To receive apologies for absence**

NOTED; apologies from Cllr Holmes with no reason given and Cllr Redford due to a work commitment.

#### **FL269/21-22 Variation of the Order of Business**

NOTED; no variation in the order of business for part 1 of the agenda was deemed necessary.

#### **FL270/21-22 Public Questions**

NOTED; no members of the public in attendance wished to comment on any matter.

NOTED; no DCC Councillor was in attendance. NEDDC Cllr M Thacker reported extensively in relation to the proposed sale of land in Holymoorside and the large amount of resident representation received. He noted that the parish council would be a statutory consultee in any planning applications submitted for the land but the NEDDC Local Plan and the parish council's Neighbourhood Plan were both robust in relation to development in Holymoorside.

NOTED; residents had suggested that a local trust could be set up to preserve the land in perpetuity and it was agreed that the parish council would support this in a practical and administrative way, including free use of the village hall for a public meeting and possible parish council representation.

NOTED; no member with a significant other interest in an agenda item wished to speak at this point in proceedings.

#### **FL271/21-22 Declarations of Interest**

NOTED; Cllr Broderick declared a pecuniary interest in agenda item FL277/21-22 and that she would leave the meeting at this point. She also declared a personal interest in agenda item FL279/21-22, for which she would remain in the meeting.

#### **FL272/21-22 Exclusion of Public**

NOTED; no exclusion of the public or press was deemed necessary for part one of the agenda.

#### **FL273/21-22 Minutes from the full meeting of the parish council held on Wednesday 2<sup>nd</sup> March 2022**

**RESOLVED**; minutes of the meeting of the parish council held on Wednesday 2<sup>nd</sup> March 2022 are confirmed as a true record and signed by the Chairman of the meeting (papers circulated previously in the agenda pack).

#### **FL274/21-22 Minutes and recommendations from the community events working party meeting full meeting held on Tuesday 8<sup>th</sup> March 2022**

**RESOLVED**; minutes and recommendations of the community events working party meeting held remotely on Tuesday 8<sup>th</sup> March 2022 are confirmed as a true record and signed by the Chairman of the meeting (papers circulated previously in the agenda pack).

**RESOLVED;** that Cllr Phelps can seek donations of seeds/plants on behalf of the parish council but that £75 expenditure will also be allowed towards this initiative.

**RESOLVED;** that a stall holder will apply for their own TEN for the giving of sample liquors and they will be allowed to sell prosecco for consumption at the event.

**NOTED;** a Tombola stall will be having a 'bottle stall' which may include alcohol and they will be reminded that no ticket sales will be allowed for under 18's.

**NOTED;** no 1st aid provision had been secured for the event. However, the insurance requirements stated that 'a qualified first-aider should be in attendance and they must have means to call the emergency services'. Therefore as 1st Holymoorside Scouts will be at the event with their mess tent, they have agreed to provide this service and a donation will be made to the group in recognition.

**FL275/21-22 Councillors' actions**

- Cllr Holmes; staff appraisal 24/2/22; 1 ¾ hours
- Cllr Maskrey; personnel meeting 1/3/22; 1 hour
- Cllrs Thacker & Truscott; community events working party meeting 8/3/22; 1 hour
- Cllr Phelps; play area signage inspection & notice design 14/3/22; ½ hour
- Cllr Phelps CNAS work; 6 hours
- Cllr Truscott; personnel meeting 22/3/22; 1¼ hours
- Cllr Truscott; set up hall and personnel 23/3/22; ¾ hour
- Cllr Phelps; NEDDC district/parish liaison meeting 18/3/22; 1½ hours

**FL276/21-22 Planning applications and related decisions**

*Planning applications received*

- a) 15 Acorn Ridge, Walton-proposed single storey annexe to side of property-22/00162/FLH
- b) 5 Harewood Road, Holymoorside-demolition of attached garage and construction of 1.5 storey side extension and extension of rear decking-22/00163/FLH
- c) Syda Grange, Longside Road, Holymoorside-regularise the engineering works undertaken to create a level, drained area for the existing manage area used by the riding school-22/00058/FL
- d) Stanedge Golf Club, Darley Road, Stanedge, Ashover-proposed office and ladies changing room extension (Affecting a Public Right of Way)-22/00074/FL
- e) Yew Tree Cottage, Matlock Road, Walton-change of use of section of land for hardstanding and retention of fence and gates-22/00220/FL
- f) 3 Matlock Road, Walton-2 storey extension to side of property, comprising car port over existing driveway, removal of no.1 chimney-22/00257/FLH

*Planning applications granted*

- g) 7 Holymoore Road, Holymoorside-single storey extension to the rear of 7 Holymoore Road, Holymoorside-22/00118/FLH

*Planning appeals*

- h) Land between Ashcroft and Cherry Tree Farm, Matlock Road, Walton-proposed infill dwelling with detached garage (Affecting the setting of a Listed Building)-21/00372/FL

*Other planning matters*

- i) Correspondence in relation to the possible sale of private land in Holymoorside

**NOTED;** no comment in relation to planning items a) to h).

NOTED; in principle, the parish council has some disquiet over planning item i), especially in light of the more recent developments that have occurred. Also, the two plots of land are adjacent to footpaths and it is understood a main sewage pipe lays in that vicinity and, on the sales information for the land, there is mention of potential development, which is of concern.

NOTED; the parish council were unable to help purchase any land due to a lack of reserves and local government regulations so any funds raised by residents would need to be pledged by the 6<sup>th</sup> May 2022 in order to submit a tender.

NOTED; the parish council will remain vigilant on this matter and it would be of benefit to have the Neighbourhood Plan reviewed and that there was funding available for this.

**RESOLVED**; to proceed with the review of the Neighbourhood Plan via Andrew Towlerton Associates.

#### FL277/21-22 **Village hall**

**RESOLVED**; acceptance of the quotation of £525 for the line marking of the car park (PMR FL253/21-22).

**RESOLVED**; confirmation of the Clerks' emergency action to proceed with a new gas boiler for the village hall following the recent failed Landlord's Certificate inspection, which left the hall without heating.

NOTED; correspondence in relation to cancelled booking in the hall (papers circulated previously in the agenda pack).

**RESOLVED**; at the council's discretion, to allow a reschedule of the late cancellation with no additional fees to be paid by the hirer.

#### FL278/21-22 **Administration**

**RESOLVED**; following review, no changes to the ;

- Stress management policy (not to be placed on the website)
- Unreasonably consistent complaints & unreasonable behaviour policy (to be [placed on the website])
- Safeguarding policy (to be placed on the website)

**RESOLVED**; the purchase of Nord VPN for 2 years to protect devices used for council business.

NOTED; the Annual Meeting of the Parish will be held on Wednesday 18<sup>th</sup> May 2022 at 7.30pm and members agreed that no refreshments will be served after the event.

NOTED; the nominated recipient of the Pride of Parish Award had not yet responded to the Clerk's correspondence and she was instructed to send a further letter to the nominee.

NOTED; if required, the Chairman would complete the calligraphy requirements in the Pride of Parish award official record book.

#### FL279/21-22 **Sports & leisure**

NOTED; the Clerk had finally received the required H&S information from the green-keeper (PMR FL255/21-22).

NOTED; acceptance of the Bowling Club RA (papers circulated via e-mail).

NOTED; correspondence from the Tennis Club in relation to the possible provision of a bench at the facilities, funded by the family of a past member.

**RESOLVED**; to allow the placement of a seat at the tennis club's discretion.

FL280/21-22 **H&S**

**RESOLVED**; acceptance of the Legionella report for the village hall and changing rooms (PMR FL256/21-22) (papers circulated via e-mail).

**RESOLVED**; acceptance of the independent H&S report 2022 (papers circulated via e-mail).

**RESOLVED**; confirmation of the Clerks' action to purchase some new step ladders following her failing a set on the most recent inspection.

NOTED; PAT completed with no faults found.

NOTED; latest reports from DCC in relation to the play area inspections, with all being in good order.

NOTED; a member of the public had reported that a clasp on a swing unit appeared to be faulty. The Clerk had therefore decommissioned the unit, obtained a new part, at no cost to the council, and then repaired it to be fully functional.

**RESOLVED**; acceptance of the suggested wording for the provision of new signage in the play area, that a quote had been sought but not yet received and that two notices will be placed, one on the back of the notice-board and one on the swing barrier facing the senior multi-play unit (PMR FL256/21-22) (papers circulated previously in the agenda pack).

FL281/21-22 **Highway matters**

NOTED; members welcomed the Derbyshire Police & Crime Commissioner information in relation to Vehicle Activated Signs and would request the Holymoorside be included in the trial scheme (PMR FL216/21-22) (papers circulated previously in the agenda pack).

NOTED; consideration of correspondence in relation to a past issue of a possible cultivation licence for Holymoore Road and the Clerk was instructed to contact DCC to confirm the council's remit on this (PMR FL78/16).

FL282/21-22 **Outside**

NOTED; one allotment plot had been let with two more remaining vacant. The Clerk reported that if the plots were not let soon, the gardener may have to be asked to keep them under control.

NOTED; detailed discussion in relation to the request received to use the recreation ground for small scale dog training classes, that all PL will be in place as well as a full RA and that the Clerk charged a fee of two-thirds hall cost.

**RESOLVED**; pending all the agreed requirements being met, that a trial period be allowed, and that this then be reviewed by the council.

NOTED; the hirer would be asked to inform the Clerk when the training sessions would be held so they could be monitored, that caretaking staff were aware and to allow correct invoicing.

NOTED; request to possibly place a seat in Holymoorside, with suggestions be sought from the parish council. However, it was agreed that there were no suitable locations on parish land so the resident would be informed of who to contact in the wider parish.

FL283/21-22 **Climate**

NOTED; the cherry tree planting was now complete and an official plaque had been placed for the tree planted as part of the Queen's Platinum Jubilee commemoration.

NOTED; acceptance of both the verbal and written reports from Cllr Phelps, including anticipated costs for the Party in the Park event (papers circulated previously in the agenda pack).

**RESOLVED**; to comply with the request from Holymoorside Pre-school for a small donation to facilitate the further planting of wildflowers in the 'wild area' at the top of the recreation ground and that a £100 payment would be made in aid of climate action.

FL284/21-22 **Reports**

NOTED; comprehensive report from Cllr Phelps following her recent attendance at the NEDDC district/parish liaison meeting, which included climate issues, Code of Conduct for parish and town councils and community events information.

FL285/21-22 **Items to the Table**

NOTED; no comment in relation to 'items to the table'.

FL286/21-22 **Authorisation of accounts**

**RESOLVED**; the action of the Clerk in drawing cheques in payment of the under-mentioned accounts be confirmed

DC	AmazonUK-stationery	£12.33
DC	Sign-makers-tree plaque	£45.95
8087	Spire Marketing Ltd-new uniform	£138.18
8088	VOID	
8089	Martin Grayson-new boiler provision	£2390.00
8090	V Payne-reimburse uniform provision	£72.80
DC	Post Office Ltd-newsletter stamps	£97.68
8091	CRHFT-GP report	£15.00
8092	Mr A McLellan-newsletter delivery	£70.00
DD	The People's Pension-March payments	£310.47
8093	HM R&C-¼ contributions	£1713.43
	Cheque numbers 8094, 95, 96 & 97-March salaries	£2834.96
8098	DCS-legionella report & work	£408.00
DD	E.ON-CR electric	£13.98
DD	Business Stream-T/B water supply	£154.42
8099	Angels Garden Maintenance-gardening work	£366.00
8100	Vertas (Derbyshire) Traded Ltd-grass cutting	£468.88
DD	Inovix Network Solutions Ltd-web support licences	£48.00
8101	NEDDC-dog fouling provision January-March 22	£432.00
8102	NEDDC-newsletter printing	£84.85
8103	Information Commissioner-annual fee	£40.00
		£9520.47

FL287/21-22 **Comments or questions in relation to paid invoices**

NOTED; no comments or questions in relation to the paid invoices.

FL288/21-22 **Other financial matters**

NOTED; the DD for the electric supply at the village hall is to increase to £213, a rise of £63 PCM.

NOTED; NJC payscale settled for 2021-2022 at 1.75% and that Cllr Maskrey had checked all figures related to required back payments.

NOTED; 50% of the moss treatment costs have been transferred from the tennis to current account, together with an additional £100 to cover water costs (as per 2021).

NOTED; invoicing for water supply had again been incorrect, which had necessitated the removal of a DD from the spreadsheet and the correct entry logged on a later month.

NOTED; NEDDC have allowed 100% business rate relief on the village hall for 2022-2023.

**RESOLVED**; to provide a £100 donation to Holymoorside Pre-School in response to their request for a donation to celebrate the Queen's Jubilee, which will include a party and other activities throughout the week and the provision of a small gift for each child.

NOTED; the village hall has been awarded a £4,000 NEDDC Discretionary Re-opening Grant.

NOTED; the NEDDC trade waste cost, currently £22.67, will increase by £1.14 per collection to £23.81, from 1/4/22.

**RESOLVED**; the renewal of the SLCC membership on the 1st May 2022 at a cost of £186.

NOTED; the parish council has been selected for an intermediate audit review by PKF Littlejohn, which will mean more administration work to submit the required additional information.

#### FL289/21-22 **Bank reconciliation and independent checks**

NOTED; Cllr Maskrey had checked all the paid invoice, salary and pension payments and the full bank reconciliation and all was in order.

#### FL290/21-22 **Part 2 - Confidential Business**

**RESOLVED**; that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded because of personnel issues and they are instructed to withdraw.

NOTED; verbal update on personnel matters and that the council continued to follow HR advice.

NOTED; action taken by the Clerk in order to facilitate HR instructions in relation to portage duties required and the associated costs.

NOTED; due to personnel work required, the Clerk and Administration Assistant had both delayed annual leave. Consequently, the Clerk was to carry four days leave forward and the Administration Assistant two days.

NOTED; there would need to be a period of extended caretaking cover required to facilitate anticipated sickness absence.

NOTED; Walton Village Society Trustees had indicated that a Caretaker needed to be appointed at Walton village hall but their limited requirements and administrative availability meant that this would be a difficult task to complete.

NOTED; if the parish council were to provide this service to the WVS a Service Level Agreement would need to be carefully considered and implemented.

**RESOLVED**; the Clerk to start the process for the appointment of a new caretaker/cleaner for both Holymoorside & Walton village halls with a minimum of three and a half hours per week, holiday and illness cover as required.

NOTED; the position would be advertised locally in the first instance via noticeboards and Holymoorside facebook sites.