

# TUPTON PARISH COUNCIL

Improving the quality of life for all those who live and work in Tupton

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4<sup>th</sup> November 2021

To: All Members of the Parish Council

Dear Councillor,

## Tupton Parish Council - PARISH COUNCIL – 10<sup>th</sup> November 2021

Your attendance is requested at the next meeting of **Tupton Parish Council** to be held on **Wednesday 10<sup>th</sup> November 2021** commencing at **7.00 p.m.** at **Tupton Methodist Church, Nethermoor Road, Tupton, Chesterfield**

There will be limited places available at the Methodist Church and members of the public may attend in person. Members of the public may still also join virtually by clicking the link below  
<https://us02web.zoom.us/j/84835202783>

The Agenda is set out below and supporting papers are attached.

Yours sincerely,



**Clerk to the Council.**

**PUBLIC PARTICIPATION – if you wish to join virtually please click the link above to join the meeting or email the Parish Clerk at [clerk@tupton-pc.gov.uk](mailto:clerk@tupton-pc.gov.uk) who will forward the link to you**

*The Openness of Local Government Regulations 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meeting (including on social media). Any member of the public wishing to record or film proceedings is asked to let the Clerk/Chairman of the meeting know prior to, or at the start of, the meeting and is asked to respect the Council's filming policy which is available on the website.*

## A G E N D A

1. To receive apologies for absence.
2. Declaration of Members' Interests and requests for dispensations.
3. To confirm the non-exempt minutes of the meeting held on 13<sup>th</sup> October 2021
4. Ankerbold Road Development – Representatives of Woodhead Group (if present)

**5. At this point in the meeting a period of *not more than thirty minutes* will be made available for members of the public to ask questions or submit comments about Council matters.**

6. To receive updates from District and County Councillors
7. To consider the inclusion of urgent items on the agenda
8. To determine which items, if any, from the agenda should be taken with the Public and Press excluded
9. Report of the Clerk
  - a) Tupton Community Hub
  - b) Nat West Bank
  - c) Settlement of Bus Shelter claim
  - d) Insurance Claim re travellers at Northside
  - e) Memorial for Community Garden
  - f) Grant application success – Police and Crime Commissioner ASB fund
  - g) Enforcement Training
10. Report from Representatives on Outside Bodies and Working Parties (if any)
  - Community Speed Watch
  - Tupton Foodbank
  - Tupton Community Group
  - Tupton History Group
  - Tupton Bombing Graves project
11. Disposal of Land – Update if available
12. To consider signing up to the Snow Warden Scheme for 2021
13. Trees on Station New Road – Complaint re overhanging and dangerous trees
14. To consider Extreme Wheels 2022
15. Tupton in Bloom (report distributed to members with email)
16. To consider a motion from Councillor Shipman to assess the possibility of commissioning mural(s) on suitable buildings in the parish – example enclosed of a similar scheme in Sheffield
17. Dog Fouling – To consider purchasing dog bag dispensers
18. Remembrance Sunday – oral update on final arrangements
19. Tupton Village Hall
  - Update on management arrangements
  - To propose a motion of thanks to Paul, Kirsty and Darren for all their hard work in keeping the hall running over difficult times.
20. Planning Matters (attached)
21. Discretionary Grant Fund – to consider applications if any
22. To receive the minutes of the Finance Committee 4<sup>th</sup> November 2021
23. Finance:
  - Summary of Accounts to end October 2021 (attached)
  - Accounts for payment November 2021 (attached)

24. Items for Information

25. Date of Next Meeting - Wednesday, 8<sup>th</sup> December 2021

## **MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL**

held on Wednesday 13<sup>th</sup> October 2021 at 7.00 pm at Tupton Methodist Church

### **P R E S E N T**

Councillor C Ramshaw (in the Chair) N Dart, C Goodyer, D Hancock, J Hancock, S Peters, C Pollendine, K Windley and P Windley.

In attendance – R Price (Parish Clerk & RFO)

Councillor R Shipman by Zoom

2 members of the public

### **675/2021 Apologies for Absence**

An apology for absence was received from Councillor J Ahern. Councillor R Shipman apologised that he could not attend in person but joined the meeting, to observe, by Zoom.

### **676/2021 Declaration of Interests and requests for Dispensations**

There were no declarations of interest

### **677/2021 Minutes**

**RESOLVED** that the minutes of the meeting held on 15<sup>th</sup> September 2021 be confirmed as a correct record and signed by the Chair,

### **Ankerbold Road Development**

No representatives of Woodheads were present and no issues were raised

### **Matters raised in Public Participation**

No matters were raised

### **Updates from District and County Councillors**

There was nothing to report

### **678/2021 Urgent Items**

Councillor C Goodyer informed members that she had raised the issue of parking with the headteacher at Tupton Hall School and also with the Academy Board. Mr Knowles the headteacher had agreed to contact parents/guardians encouraging them to car share where possible, to walk to school and to ensure that they park considerately when dropping off/picking up pupils. She reaffirmed that the school car parking area was only for buses, staff and students with special needs. Stewards are allocated to monitor traffic at the school entrance. The school was doing everything possible to alleviate the situation

### **679/2021 To determine which items, if any, from the agenda should be taken with the public and Press excluded.**

It was Proposed by Councillor, Seconded by Councillor and Resolved that the following items be taken with the public and press excluded because of their confidential nature in accordance with Local Government (Access to Information) Act 1985 and Schedule 12a Local Government Act 1972.

An urgent item raised by Councillor S Peters relating to flytipping

Part of Item 10 – Community Speed Watch

Item 12 Disposal of Land

Item 17 - Minute F4/2021 of Finance Committee Minutes

Item 22 – Outcome of HR Committee recommendations

### **680/2021 Report of the Clerk**

The Clerk submitted the following report:

#### **a. Tupton Community Hub**

The Council's solicitor had received an acknowledgement from DCC solicitors who

advised that they were still looking into one of the issues raised regarding payment of fees.

**b. Land at Nethermoor Road**

A reminder had been sent

**c. Nat West Bank**

The Parish Clerk submitted a report concerning the requirement to complete a Universal Mandate form in order to arrange for the addition of a signatory on to the Nat West bank account, and it was therefore Proposed, Seconded and Resolved that the authorized signatories in the current mandate for Nat West Account No 80348378 Sort Code 604009 be changed and that Councillor Camille Ramshaw be added as an authorized signatory to the account, the current mandate to continue as amended

As the account with Nat West currently had only one serving Councillor as signatory - Councillor C Hamlyn - Nat West required that a second signatory be appointed by the Council to authorize the mandate and it was therefore further resolved that Councillor D Hancock be authorized as the second signatory.

**d. Conclusion of Audit 2020/2021**

The Clerk advised that the Audit of Accounts 2020/2021 had been satisfactorily concluded and the required notices published on the Parish Council's website. All members had been provided with copies of the Conclusion of Audit and External Auditor's certificate. No matters had been raised by the external auditor.

**e. Dog Fouling**

The Clerk presented some notices produced by Keep Britain Tidy for Members to consider purchasing to place in hot spots around the parish. It was Proposed By Councillor J Hancock , Seconded by Councillor D Hancock and Resolved that the minimum 5 'We're Watching You' notices be purchased at a cost of £25 each plus VAT and that 10 bin stickers at a cost of £6 each also be purchased.

**f. Request to Increase Weekly Hours**

Following an assessment of the level of work required over the past two years, the Clerk submitted a request to Council to consider increasing the Parish Clerk's weekly contracted hours from 13 hours to 15 hours per week.

If this was to be applied with effect from 1<sup>st</sup> November 2021, in the remainder of 2021/2022 this would increase the Clerk's salary budget by £716 and in 2022/2023 by £1715. It was Proposed by Councillor D Hancock, Seconded by Councillor J Hancock and Resolved that the request be approved and that the Parish Clerk & RFO's contracted hours be increased from 13 hours to 15 hours per week and that the contract be amended accordingly with effect from 1<sup>st</sup> November 2021

**g. Memorial Plaque for Community Garden**

It was Proposed by Councillor P Windley, Seconded by Councillor J Hancock and Resolved that expenditure be approved for the purchase of a memorial plaque, the design as agreed by Members, for the Tupton Bombings. The estimated expenditure was £194 including VAT. It was further resolved that the Parish Clerk be authorized to commission a brick structure for the mounting of the plaque, with a full report brought to the next meeting of Council.

**681/2021 Report from Representatives on Outside Bodies and Working Parties**

**Community Speed Watch**

Tupton Community Speedwatch continues to deploy at least twice a week around the village in Police approved locations.

We are encouraged by the support of our local community and would like to place on record our sincere thanks to everyone who has spoken with us whilst out and about.

CSW are engaged with Cllr Cupit and Lee Rowley for extra leverage with DCC regarding extra signage and other measures on known speeding hot spots.

Just a few stats which give an indication of Traffic within Tupton from recent deployments:

Queen Victoria Rd had 560 Vehicles between 8am and 9am on a Tuesday school morning. This is by far the busiest road in the village.

Station New Rd had a record 17 motorists exceeding 36 mph in 1 hr on a Friday afternoon and continues to be the fastest road with a top speed of 53mph recorded.  
The poor state of Ankerbold road outside the housing development is slowing down vehicles and deployment has not resulted in any drivers reported.  
Police came out and monitored us on Nethermoor Rd at school run time and this was very welcome.  
Tupton CSW has now welcomed 3 more members.  
2 are already trained by Derbyshire Police and will be roadside within the week

#### Tupton Foodbank

Tupton Foodbank wished to register their thanks for the financial support that they had received from the Parish Council. The Foodbank operates from the Evangelical Church on Queen Victoria Road and is accessed mainly on a Tuesday morning, when there is also a coffee morning. All donations are used for buying provisions for the packs. The Foodbank have built up some really good networks over the years and they now get referrals from Rykneld, the police, social workers and care providers helping the most vulnerable in society

#### Tupton Community Group (TCG)

A Halloween Party was to be held in the Village Hall on 30<sup>th</sup> October. The Community Garden would be decorated on 31<sup>st</sup> A Christmas Market was planned for 4<sup>th</sup> December and it the Community Meal would take place on the Bank Holiday Monday following Christmas. It was hoped that this would actually take place in the Village Hall this year with deliveries being made to those who were unable to attend. The TCG had been nominated for the Tesco Bags of Help Scheme

#### Tupton History Group

The next meeting was due to take place on 2<sup>nd</sup> December and the subject would be 'Victorian Christmas'

#### War Graves Project

David Parmley attended the meeting and gave an update. The two new headstones were now in place, and he expressed his gratitude to the Parish Council for the grant that had enabled these to be commissioned. He also thanked R Houlton for their assistance and for carrying out the work at a reduced cost. He had started work on cleaning up the remaining memorials. This was proving to be time consuming but it had revealed that it may not now be necessary to replace any lettering as they were more legible than at first anticipated. He thanked TCG for their donation to the project and reported that £400 had been raised through a crowd funding page. TCG had also pledged further support if this became necessary. It was hoped that the project could be completed in time for this year's Remembrance Service.

#### Buffet Club

It was reported that the Buffet Club had had a good first meeting. Their next meeting would be on 2<sup>nd</sup> November when the subject would be Chesterfield Street Pastors

#### **682/2021 TV Licence Subsidy**

Councillor D Hancock submitted a report following a request received at the last meeting for consideration to be given to the subsidy of TV Licences for Over 60's. Having undertaken a detailed investigation into the potential cost to the parish, this could result in a cost of over £10,000 per annum to the parish which would increase the precept by 10%. It was important to consider future impact of development and other liabilities which the parish council may need to meet in the future. It was also difficult to attain a true perspective in this Post Covid era. It was agreed that it was not financially viable for the Parish Council to be adopting such a scheme at this stage and it was therefore Proposed, Seconded and Resolved to defer consideration of the introduction of a TV Licence subsidy to the discussion of the 2023/2024 budget.

#### **683/2021 Birkin Park – Encroachment**

It was reported that the hole that had been excavated on the instruction of Mr White, and which encroached on to Parish Council land at Birkin Park, had been filled in since the last meeting of the Parish Council

Members discussed recent activity on the boundary of Sunningdale Park and Birkin Park whereby the owner of Sunningdale Park had engaged a contractor to fell trees. Despite repeated

communication between the Parish Council and Mr White, the owner, requiring that the Parish Council be notified of the date and time that the work would be carried out, that all health and safety regulations would be adhered to and that barriers be erected to protect the public, none of these requirements had been complied with.

The contractors, on being challenged by members of the parish council, had been rude and abusive. A small child, accompanying the contractor, had been allowed to run around unsupervised in the area of work.

Branches and trunks had been allowed to fall on to Birkin Park and had been left overnight on the ground. The felled trunks had fallen on and damaged the barrier to Birkin Park. In order to protect the public, on parish council land, the Council's contractor had cleared the debris left by the contractors

It was Proposed by Councillor D Hancock, Seconded by Councillor J Hancock and Resolved that

Compliance with Health & Safety regulations is an essential part of being considered a fit and proper person to hold a Park Homes Site Licence. Following numerous, evidenced, significant Health and Safety breaches, which have been reported to both North East Derbyshire District Council and the HSE - which have resulted in the endangerment of both the general public and a young child, who was accompanying the workmen, Tupton Parish Council request that NEDDC urgently investigate the conduct of White Park Homes, with a view to revoking their site licence at Sunningdale Park, Tupton.

It was further Proposed by Councillor P Windley, Seconded by Councillor S Peters and Resolved that

Despite repeated requests to replace the mature boundary trees between Birkin Park and their new development, White Park Homes have failed to reinstate the mature tree boundary. Council proposes that the council's solicitors be instructed to resolve this matter.

It was Proposed by Councillor D Hancock, Seconded by Councillor J Hancock and Resolved that the owner of Sunningdale Park, Mr M White, be recharged for the cost of a replacement barrier for Birkin Park and for the Council's contractor hours in clearing the debris left by Mr White's contractor.

#### **684/2021 Remembrance Sunday**

Councillor D Hancock reported that all arrangements were underway for the Remembrance Day service. A meeting had been held with the vicar and Pete Smith who would be leading the music with his choir. The Police had notified that they would be attending but that they would not be marshalling so it would be necessary to appoint some stewards to marshal the parade. Arrangements would be made for everyone to congregate for the service in the Village Hall rather than congregating prior to the service in the community garden. The parade would then leave the village hall and process to the war memorial for the laying of the wreaths.

#### **685/2021 Planning**

No comments were raised on the planning applications considered.

#### **686/2021` Discretionary Grants Fund**

There were no applications for funding

#### **687/21 Minutes of Finance Committee 7th October 2021**

It was Proposed by Councillor C Ramshaw, Seconded by Councillor D Hancock and Resolved that the minutes of the Finance Committee held on 7<sup>th</sup> October 2021 be accepted and approved and that the following recommendations be resolved

- a) Minute F4/2021 be moved to confidential
- b) That paragraph 4.10 be added to the Council's Financial Regulations as follows:

In the event of an emergency arising, requiring enforcement and/or remediation action to protect the Council's assets, the Clerk, in consultation with the Chair and Vice Chair, may authorise any necessary expenditure to complete the enforcement/remediation and, if appropriate, re-secure the Council's property, provided that a full report be submitted to the next appropriate meeting of council. This authority is to be determined by:

- The balance of the Council's earmarked "Emergency/Enforcement Reserve"
- That all elected members are informed of the situation, and kept apprised of decisions taken, as soon as is practical

c) That paragraph 5.5(d) be added to the Council's Financial Regulations as follows:

If a payment, not exceeding £1,000, is due to a non-VAT-registered supplier and the due date for payment is before the next scheduled meeting of council and the expenditure has previously been approved by council, where the Clerk and RFO certify, that there is no dispute or other reason to delay payment, and this certification is authorized by an appointed member of the Council, provided that a list of such payments shall be submitted to the next appropriate meeting of council;

- That paragraph 5.5(e) be added to the Council's Financial Regulations as follows:

If a reimbursement, not exceeding £100, is owed to an individual (except to an elected member, where authority can only be approved by full Council) and the expenditure has previously been approved by council or is authorised under 5.6 below, where the Clerk and RFO certify that there is no dispute or other reason to delay payment, and this certification is authorized by an appointed member of the Council provided that a list of such payments shall be submitted to the next appropriate meeting of council.

d) That the current arrangement for the leasing of planters be terminated and the alternative of purchasing planters to be permanently sited around the parish and commissioning the grounds maintenance contractor to summer and winter plant and maintain them be agreed within the current budget of £2500 per annum.

e) That a cultivation licence be applied for in respect of a strip of verge fronting properties on the slip road which branches off Derby Road just above Queen Victoria Road/Derby Road Junction, in order to undertake planting, subject to consultation with residents.

## 688/21 Finance

### Budget Report

**It was Proposed, Seconded and RESOLVED** that the Budget Report be accepted and countersigned by a member of the Council

### **Balances at Bank September 2021**

Unity Bank	£ 80,497.16
Nat West Bank	£ 29,582.81
Total	£ 110,079.97

### Accounts for Payment

**It was Proposed, Seconded and RESOLVED** that the following accounts be approved for payment:-

AML (Midland) Ltd	365 and AVG (25110)	£12.78
Salaries	October	£1646.64



HMRC	PAYE & NI	£257.82
Eon	CCTV electric	£38.43
O2	Mobile phones	£45.80
Shelter Maintenance	Cleaning of shelters (13910)	£82.10
NEDDC	Trade Waste Collection	£1178.84
Online Playgrounds	Wet Pour Playground Surfacing	£127.00
PKF Littlejohn	External Audit Fee	£480.00
NEDDC	Empty dog bins April- June 2021	£1053.00
Lees Garden Services	Invoice 106 Community Garden/Village hall Community Garden/Birkin Avenue Community Garden Litter Picking/Bin emptying  Footpath clearance Birkin Ave Commercial mow Make hole safe Northside Bulbs, compost. herbicide	200.00 160.00 80.00 75.00 105.00 30.00 120.00 160.00 58.50 37.50
Lees Garden Services	Invoice 108 Litter and Bins Commercial Mow Birkin and Nethermoor Sunningdale Park/Birkin Avenue clearing debris	£180.00 £400.00 £ 60.00

#### **689/2021 Date and Time of Next Meeting**

It was Proposed, Seconded and Resolved that the next meeting of the Parish Council would be held on Wednesday 10<sup>th</sup> November 2021 at 7.00 p.m at Old Tupton Methodist Church, Nethermoor Road

#### **690/2021 Exclusion of Public**

It was Proposed Seconded and Resolved that the public be excluded from the meeting during discussion of the following items of business because of their confidential nature in accordance with the Local Government (Access to Information) Act 1985 and Paragraph 1,2,3 4 ad 9 Schedule 12a Local Government Act 1972.

There being no other business the meeting closed at 8.50 p.m.

Signed \_\_\_\_\_

Dated \_\_\_\_\_