

# TUPTON PARISH COUNCIL

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

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7<sup>th</sup> July 2022

To: All Members of the Parish Council

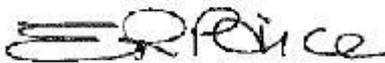
Dear Councillor,

## **Tupton Parish Council - PARISH COUNCIL MEETING – 13<sup>th</sup> July 2022**

Your attendance is requested at the next meeting of **TUPTON PARISH COUNCIL** which will be held on **Wednesday 13<sup>th</sup> July 2022** at 7:00 p.m. at Tupton Methodist Church, Nethermoor Road, Tupton, Chesterfield

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

Yours sincerely,



**Clerk to the Council.**

### **MEMBERS OF THE PUBLIC**

*There will be places available at the Methodist Church and members of the public may attend in person – Please advise the Parish Clerk if you wish to attend.*

**You may join virtually by clicking this link** <https://us02web.zoom.us/j/84835202783>

*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 8<sup>th</sup> June 2022
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 determine which items, if any, from the agenda should be taken with the Public and Press excluded

8. **Report of the Clerk (attached)**
  - a) Nat West Bank
  - b) Community Garden - vandalism
  - c) Planters – to consider sites
  - d) Audit 2021/22
  - e) New signs at Birkin Play Area
9. **Report from Representatives on Outside Bodies and Working Parties (if any)**
  - a. Community Speed Watch
  - b. Tupton Foodbank
  - c. Tupton Community Group
  - d. Tupton History Group
  - e. Tupton Buffet Club
  - f. Tupton Safe Space Group
  - g. Edge Centre
  - h. Tupton Methodist Church
10. **Civic Reception – To consider holding a civic reception for Paul Sorrell to recognise his achievement in raising over £20,000 for the Royal Marines Charity and Dementia UK – Councillor D Hancock**
11. **To arrange a date for Finance Committee to consider Internal Audit arrangements and arrange discussions with Tupton Village Hall Management Committee to assess future financial support requirements**
12. **Grounds Maintenance Working Party – To consider the recommendations of the meeting held 7<sup>th</sup> July 2022 (to follow)**
13. **Planning Matters (attached)**
14. **Discretionary Grant Fund**
  - **New Tupton Ivanhoes FC (pitch markings) (attached to email)**
  - **Tupton Community Group (attached t email)**
  - **New Tupton Ivanhoes FC (assistance towards increased pitch maintenance fees) (attached to email)**
15. **Finance:**
  - **Summary of Accounts and spend against budget (attached)**
  - **Accounts for payment July 2022 (attached)**
16. **Items for information**
17. **Date of Next Meeting – 21<sup>st</sup> September 2022**
18. **Exclusion of Public**
19. **Tupton Community Hub – report attached (Councillor D Hancock)**
20. **To consider complaint (report attached)**

**MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL**  
held on Wednesday 8<sup>th</sup> June 2022 at Tupton Methodist Church

**P R E S E N T**

Councillor R Shipman, (in the Chair), J Ahern, N Dart, C Goodyer, D Hancock C Pollendine, C Ramshaw, K Windley and P Windley

In attendance – R Price (Parish Clerk & RFO)

3 members of the public

**831/2022 Apologies for Absence**

Apologies for absence were received from Councillor J Hancock and Councillor S Peters..

**832/2022 Declaration of Interests and requests for Dispensations**

Councillor D Hancock declared an interest item 14 on the agenda in relation to planning matters.

**833/2022 Minutes**

**RESOLVED** that the minutes of the meeting held on 11<sup>th</sup> May 2022 be confirmed as a correct record and signed by the Chair, with the clerical amendment to Minute 811/2022 which should read 'be appointed Vice Chair ....'

**Woodhead Group**

The Manager had submitted his apologies as he was on leave. Members asked that a request be submitted that the Newsletter be revived.

**834/2022 Matters raised in Public Participation**

No items were raised.

**835/2022 Updates from District and County Councillors**

Councillor Cupit had submitted her apologies

Councillor Shipman reported that the £150 rates rebate should now have been made to all direct debit payers and all others should be completed by the following day. If anyone still had not received their rebate by next Wednesday to contact Councillor Shipman.

Councillor Windley had reported problems with motor bikers causing nuisance – this had been reported to the police. Councillor Hancock reported that various areas of overgrowth had been reported.

**836/2021 To determine which items, if any, from the agenda should be taken with the public and Press excluded.**

No items were identified

**837/2021 Report of the Clerk**

The Clerk submitted the following report:

a) Nat West Bank

Councillor Goodyer had visited Nat West bank to follow up on the submission of the form to

close the account. Nat West would not accept the current Clerk's contact details so Councillor Goodyer had had to leave her own details for contact. It was hoped that this has resolved the issue. However funds had not yet appeared in the Unity Trust account. It was agreed that the Council would wait until the next meeting to see if action had been taken. If there was no resolution by then it was agreed that a complaint be submitted to the FCA.

b) Community Garden

The Clerk reported that the Jubilee commemorative seat had arrived way ahead of schedule and had now been installed. The cherry tree had also been planted with the addition of the 'Queen's Canopy' plaque.

c) Planters

All the planters which had 'object in the highway' licences have now been installed and filled around the village.

d) September Meeting

The Clerk requested Council to consider amending the date of the September Parish Council meeting due to personal reasons. It was Proposed by Councillor Hancock, Seconded by Councillor P Windley and Resolved that the request be approved and the September meeting moved to 21<sup>st</sup> September.

e) Internal Audit 2021/2022

The Clerk was pleased to report that the Internal Audit of Accounts for 2021/2022 had been successfully completed and approved and no issues were raised. The Statement of Accounts and AGAR for submission to National Audit appeared later in the agenda.

## **838/2021 Report from Representatives on Outside Bodies and Working Parties**

### Community Speed Watch

No detailed report had been received but it was noted that they had deployed on Ankerbod Road. In one hour 238 vehicles were recorded with one exceeding the speed limit.

### Tuption Foodbank

Things were relatively quiet. The bank remains healthy. There had been a need to restock some items. Members were reminded that although the foodbank was open on a Tuesday it did actually operate throughout the week whenever they were called up on for help.

### Tuption Community Group (TCG)

Councillor Ramshaw detailed the recent events over the jubilee weekend and how very successful and well attended all the events had been, with a great community spirit being evident. All proceeds from the events would be reinvested in future events.

### Tuption History Group

The Group had met for their talk which had been very interesting. The Methodist Church had supplied a buffet which was very well received. The next meeting would be 1<sup>st</sup> September when there would be a talk on Bolsover Castle.

### Tuption Buffet Club

The next meeting was not due to be held until July

### Tuption Safe Space Group

The Group was continuing to flourish with numbers increasing.

#### Edge Centre

Councillor Hancock had met with the Centre staff. The service which the Parish Council were financially supporting would be kicking off in September. Throughout August they would be providing a school uniform exchange service, and they were already taking donations

#### **839/2022 Letter of Thanks**

It was Proposed by Councillor Shipman, Seconded by Councillor Ramshaw and Resolved unanimously that a letter of thanks be sent to Tupton Community Group thanking them for all the organisation and hard work throughout the Jubilee Weekend, bringing to the communities of Tupton such a fantastic series of celebrations. They also asked that the Group disseminate their thanks to all the other partner organisations, businesses, individuals and volunteers who had worked together so well and so hard to make it such a resounding success and brilliant opportunity for the community to come together in celebration.

#### **840/2022 Request for Pizza Trailer – Community Garden**

Members discussed a suggested proposal for the siting of a Pizza Trailer in the community garden on a Saturday evening. Some concerns were raised about competing with local businesses, parking on Ward Street, litter and appropriate licences and permissions. Some discussions had taken place with local residents who had also raised concerns which needed to be mitigated – particularly noise and how late the trailer would be standing.

In order to mitigate those concerns it was Proposed by Councillor Shipman, Seconded by Councillor Hancock and Resolved

- That Dough Delights be granted a 4 week trial starting on 9<sup>th</sup> July 2022
- That a Working Group comprising Councillors C Pollendine, C Ramshaw and P Windley be appointed to assess reactions within the first four weeks and determine whether to extend or halt the trial prior to the meeting of the Parish Council in September, when a full report would be brought back to members.
- To make a charge of £25 per day during the trial, and this to be reviewed at the meeting of Council in September
- To allow the vendor to operate no earlier than 12.00 midday and no later than 9:30 p.m. on Saturdays only
- The Vendor to provide a bin and dispose of litter and clean up any associated litter created by the vendor in the community garden and immediate area before leaving
- The Vendor to instruct, wherever possible, potential customers to park in the village hall car park and walk to the trailer, and to strongly discourage parking on Ward Street/Green Lane
- The Parish Council to carry out ongoing consultation in the local area to establish what effect trading may be having on the community

#### **841/2022 Deed of Surrender of lease from DCC - Tupton Community Hub**

The Clerk reported receipt of the Deed of Surrender of the Lease from DCC relating to the Community Hub. BRM Solicitors had been acting on behalf of the parish council in the preparation of the deed and their fees would be met by DCC. The handover of the hub was now imminent and it was expected to be in the ownership of the Parish Council before the next meeting of Council.

It was Proposed by Councillor D Hancock, Seconded by Councillor R Shipman and Resolved that the Deed be signed on behalf of the Parish Council by the Chair and Vice Chair of the Council.

#### **842/2022 Community Awards**

Councillor D Hancock reported that all arrangements were in place for the Community Awards event on 10<sup>th</sup> June at 7:00 p.m. at Tupton Village Hall. For one hour prior to the awards, medals would be handed out to teams of the Tupton Ivanhoes who had been very successful this season.

#### 843/2022 Planning

The following applications were considered. No comments were raised

APPLICATIONS			
NED/22/00413/FLH	2 Ankerbold Farm Barns	Free standing single storey garden room to the rear	
NED22/00539/FLH	160 Station New Road	Single storey rear and side extension	
DECISIONS			
NED22/00213/FLH	1 The Limes	Retrospective application for existing garden shed	GRANTED

#### 844/2022` Discretionary Grants Fund

Two applications had been received

**Tupton Tots** – For the purchase of additional sensory equipment – for provision of something totally new to meet the needs of a user group that otherwise have no existing provision in the parish. Proposed by Councillor Shipman, Seconded by Councilor Ramshaw and Resolved that a grant of £500 be made.

**Derbyshire Police** – For the provision of diversionary activities in Clay Cross – this application was not supported as there were minimal expectations of benefit reaching Tupton residents. It was Proposed by Councillor Goodyer, Seconded by Councillor Ahern and Resolved that the Derbyshire Police be asked if they had any proposals to bring similar activities to Tupton.

In addition to the above applications it was Proposed By Councillor D Hancock, Seconded by Councillor R Shipman and Resolved that the Parish Council support the **Tupton Rugby Club Camp**, provided by Qualitas, by providing a grant, not exceeding £500 to be used to subsidise fees for those Tupton young people attending, who would not be eligible for a free place.

#### 845/22 Annual Governance and Accountability Return – Audit of Final Accounts – Governance Statement

A copy of the Governance Statement – Section 1 - had been distributed to all members of the Council. Members acknowledged that as members of the Parish Council they had a responsibility for ensuring that there was a sound system of control, including arrangements for the preparation of the accounting statements. They confirmed that to the best of their knowledge and belief, with respect to the Accounting Statements for the year ended 31<sup>st</sup> March 2022, that they were able to answer Yes to questions 1 – 8 (Question 9 was not applicable to Tupton Parish Council) as shown on the Appended Statement. It was **Proposed, Seconded and Resolved** that the statement be approved and duly signed by the Chair and Clerk of the meeting.

#### 846/22 Annual Governance and Accountability Return – Audit of Final Accounts – Accounting Statements

A copy of the Accounting Statement – Section 2 - and all supporting documentation had been circulated to all members of the Council. It was **Proposed Seconded and Resolved** that the Annual Accounts of Tupton Parish Council for the year ended 31<sup>st</sup> March 2022, and signed by the Internal Auditor on 16<sup>th</sup> May 2022, be approved and that the Accounting Statement ,duly signed by the Responsible Finance Officer , presented fairly the financial position of the

authority and its income and expenditure and that the statement be signed by the Chair of the meeting and the Clerk and RFO.

### **847/22 Managing Risk and Statement of Accounts**

Members considered the Risk Assessment/Management Report presented within the Statement of Accounts, and it was Proposed, Seconded and Resolved that the Risk Assessment/Management Report for 2022/2023 be approved and adopted and that the Statement of Accounts be duly signed by the Chair of the Council.

### **848/22 Finance**

#### Budget Report

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

#### Accounts for Payment

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

AML (Midland) Ltd	365 and AVG (26996)	£12.78
Salaries	June	£862.10
HMRC	PAYE & NI	£263.71
Eon/NPower	CCTV electric	£
Shelter Maintenance	Cleaning of shelters May	£92.00
ER Price	Trophy Store – trophies for Tupton Awards Event Queen’s Canopy Memorial plaque (pd)	£147.67 £144.99
Lees Garden Services	Invoice 141 (27 April – 13 May)(pd) Litter and bins General gardening, planters, herbicide treatments, hedge cutting Commercial mowing Materials Invoice 143 (16-27 May)(pd) Litter picking and bins Collect plants, site planters, fill compost, plants and water Community garden mowing Mowing and strimming around parish Commercial mowing 2 fields	£247.50 £1181.25 £360.00 £35.60 £210.00 £1305.00 £607.50
J S Marriott	Internal Audit fee	£225.00
Handbys Catering	Awards Night catering	£600.00
Walker Hire	Gas Bottle for beacon	£52.49
NEDDC	Part payment – grounds maintenance	£3825.42
Glasdon	Jubilee Seat	£761.73

Balances at Bank

Unity Trust £ 99,971.92

Nat West £ 29,582.81 (est)

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£129,554.73

**849/2022 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 13<sup>th</sup> July 2022 at 7.00 p.m at Old Tupton Methodist Church, Nethermoor Road

There being no other business the meeting closed at 8.35 p.m.

Signed\_\_\_\_\_

Dated\_\_\_\_\_