

# TUPTON PARISH COUNCIL

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

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8<sup>th</sup> April 2021

To: All Members of the Parish Council

Dear Councillor,

## **Tupton Parish Council - ANNUAL PARISH COUNCIL – 14<sup>TH</sup> April 2021 – VIRTUAL MEETING**

Your attendance is requested at the next meeting of **Tupton Parish Council** which will be the **Annual Parish Council** meeting to be held on **Wednesday 14<sup>th</sup> April 2021** commencing at **6:30 pm (POSTPONED TO WEDNESDAY 21<sup>ST</sup> APRIL 2021 at 6:30 p.m. in order to comply with regulations related to the announcement of a period of mourning for HRH Prince Philip)**

This will be a virtual meeting and you can join 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 – 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. Appointment of Chair
2. Appointment of Vice Chair
3. To receive apologies for absence.
4. Declaration of Members' Interests and requests for dispensations.
5. To confirm the non-exempt minutes of the meeting held on 10<sup>th</sup> March 2021
6. **Ankerbold Road Development – Representatives of Woodhead Group (if**

present)

7. **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.**

8. To receive updates from District and County Councillors
9. To consider the inclusion of urgent items on the agenda.
10. To determine which items, if any, from the agenda should be taken with the Public and Press excluded
11. To consider, review and adopt the Policies and Procedures as set out in the Policy Portfolio distributed to members
12. To re-adopt the General Power of Competence
13. To appoint members to the following Committees
  - Finance Committee – currently Councillors C Ramshaw, C Goodyer and D Hancock
  - HR Committee – currently Councillor P Windley, C Pollendine, S Peters and D Hancock (no member of the Appeals Committee can be member of the HR Cttee)
  - Appeals Committee – specified as the Chair, Vice Chair (explicitly role based) plus one other (and needs political balance). Currently, this is Councillor C Ramshaw, C Goodyer and R Shipman
  - Clerk's Appraisal Committee – specified as Chair and Vice Chair (explicitly role based)
14. Outside Bodies and Working Parties
  - Tupton Community Group – To appoint a Chair
  - The Group started out as a working group for the VE Day celebrations. It's evolved beyond that, to being a hybrid between a working group/committee. It's an open door policy to all community groups in the village, and the same applies to members of the parish council – so no-one is really appointed and the Parish Council only gets one vote (as a body) in the group and any recommendations are then fed back to Council. However the Parish Council does appoint a Chair. Gill Watters was chosen last time because of her **not** being a councillor – maintaining a genuine independence between the council and the community groups, while having the respect of both. It is specified in the Rebuilding Communities policy that this is a non-political post.
  - Stevenson Fund – To appoint a representative
  - It was reported earlier in the year that the Stevenson Fund benefits four parishes including Tupton. Representatives from each parish are invited to sit on the Trust. It is particularly important at this time as there may be proposals affecting the future of the fund which will require decisions.
15. **Report of the Clerk** (attached)
  - a) Birkin Avenue Play Area
  - b) Tupton Community Hub
  - c) Land at Nethermoor Road
  - d) Bus Shelters
  - e) Parish Council Meetings from 7<sup>th</sup> May
  - f) Community Orchard
  - g) Commemorative Bench
  - h) Purchase of litter pickers

- i) Publication of attachments
- j) Annual Audit
- k) NALC Online Event

**16. Report from Representatives on Outside Bodies and Working Parties (if any)**

- Community Speed Watch
- Tupton Foodbank
- Tupton Community Group
- Tupton Celebrates Together
- Tupton History Group

**17. Report of Birkin Avenue Working Group**

**18. Tupton Memorial – Councillor C Goodyer**

**19. Tupton Hall School - Parking – Complaint from resident**

**20. Extreme Wheels – Proposals for 2021/2022**

**21. Grounds Maintenance and Play Area Inspection Contributions NEDDC for 2021/2022 – Northside (football, cricket and rugby pitches) and Queen Victoria Road/Birkin Avenue – playgrounds – Ford Street, Northside and Queen Victoria Road/Birkin Avenue**

**22. Community Awards**

**23. Planning Matters (attached)**

**24. Discretionary Grant Fund**

- Applications (if any)

**25. Finance:**

- Summary of Accounts and spend against budget (attached)
- Accounts for payment April 2021 (attached)

**26. Items for information**

**27. Date of Next Meeting**

**MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL**  
**VIRTUAL MEETING** held on Wednesday 10<sup>th</sup> March 2021 at 6:30 pm

**P R E S E N T**

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

In attendance – R Price (Parish Clerk & RFO)  
T Woodhead, Rachel Resident Liaison Officer ( Woodhead Group)  
G Watters (Tupton Community Group), Sandra Crawley (Tupton Celebrates Together),  
and 1 member of the public

**557/2020 Apologies for Absence**

There were no apologies for absence

**558/2020 Declaration of Interests and requests for Dispensations**

There were no declarations of interest or requests for dispensation

**559/2020 Minutes**

**RESOLVED unanimously**, by each councillor indicating by raising their hand, that, the minutes of the meeting held on 10<sup>th</sup> February 2021 be confirmed as a correct record and signed by the Chair.

**Ankerbold Road Development**

T Woodhead and Rachel the Resident Liaison Officer attended the meeting on behalf of the Woodhead Group. Rachel explained that the Group were now producing a Newsletter for distribution and asked the Parish Council if they would assist in helping to get this around through social media. Mr Woodhead reported on the meeting they had held with the local MP Lee Rowley. They had showed him the measures that had been put in place to try and address the problems which had arisen. Lee Rowley then intended to meet with NEDDC and the residents but he had not had any feedback from this. Members enquired why the closure of the road had increased from one month to three months. A member explained that he had seen a highways report and it was understood that this had occurred because work had slowed down due to the development of work zones to comply with covid restrictions. However the extension would not be allowed beyond 9<sup>th</sup> April. A member reported that work vehicles had been noticed using Pond Lane, possibly because of the diversion signs. Rachel said that she would address this. Tom and Rachel were thanked for their attendance and left the meeting at this point

**Updates from District and County Councillors**

Councillor P Windley reported that she was continuing to investigate the installation of a parking area for the new play area at Birkin Avenue. She was awaiting a confirmation e mail but whilst it may be approved in principle funding would need to be found for its installation. Councillor Shipman reported that the green bin collections would start week commencing 22<sup>nd</sup> March for the South of the district. He had arranged for the leaves to be cleared from the footway on Ankerbold Road. Councillor Hancock referred to concerns that goods were not being split from the burgundy bins. He had received reassurance that this

was being done and arrangements were being made for a video to be produced highlighting this activity.

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

None

### **560/2020 Urgent Items**

No urgent items were raised

### **561/2020 To determine which items, if any, from the agenda should be taken with the public and Press excluded.**

No items were identified

### **562/2020 Report of the Clerk**

The Clerk submitted the following report:

#### **a) Birkin Avenue Play Areas, Footpaths and Sensory Garden**

The works to the play area commenced on 5<sup>th</sup> March. Research was underway to find some additional contractors who could provide comparative estimates for the sensory garden. A meeting of the Working Group would be arranged prior to the next Parish Council meeting to gain opinions on the one design we had received in order to establish a specification to provide to other contractors. The Working Group would also need to consider the lines of the footpaths, whether we contract the installation of paths to both the play area and the proposed sensory garden at the same time and consider the quotes for the installation of the paths. Three had now been received. **It was Proposed Seconded and Resolved:**

That consideration of the quotes be delegated to the Working Group and that, if a decision was required prior to the next meeting of the Parish Council, all parish councillors be emailed with the details of the recommendation of the Working Party, and the decision ratified if the majority of members were in agreement.

#### **b) Tupton Community Hub**

The Clerk reported that the County Council had approved the lease surrender terms and the Council's property solicitor would be preparing the lease surrender documentation as soon as possible. Hopefully the process can move along smoothly and quickly now. Members were requested to consider a date when they would like the transaction to take place. It was Proposed, Seconded and Resolved that DCC be informed that the Parish Council would like the transaction completed by 8<sup>th</sup> May 2021 if possible.

#### **c) Land at Nethermoor Road**

This matter was still being followed up

#### **d) Damage to Bus Shelters**

The Clerk reported that the bus shelter on Queen Victoria Road had been completely destroyed by a vehicle on 1<sup>st</sup> March 2021. The incident had been reported to the insurance company. The police attended and had details of the driver and vehicle. The Clerk also reported receipt of a report from DCC who were not willing to condone the replacement of this bus shelter on this site because of its proximity to the zebra crossing and zig zags. Members were of the opinion that the shelter should be replaced as it was one of the most heavily used bus stops in the area, situated near older residents' bungalows and close to the school. The Clerk was asked to enquire whether the bus stop

was being removed and, if not, to see what action could be taken to get the shelter replaced.

**e) Annual Parish Council Meeting**

The Clerk informed members that we still had no indication from government as to whether virtual meetings could continue. Under current legislation the parish council could only meet virtually until 7<sup>th</sup> May – however from 17<sup>th</sup> May the Parish Council would be allowed to meet face to face following all the necessary guidelines. Currently this would require a spacious venue, full risk assessment being carried out at the proposed venue, spaces between individuals, use of sanitiser, open windows for free flow of air, one way systems in place and warning the public before hand that we may have to limit numbers if the attendance exceeded safe levels. Under current regulations and restrictions the Parish Council would not be able to meet on their normal date in May (12<sup>th</sup> May) as this falls between 7<sup>th</sup> May when the ability to meet virtually comes to an end and 17<sup>th</sup> May when restrictions are relaxed to allow meeting face to face. It was therefore Proposed Seconded and Resolved that the Annual Parish Council meeting be held on 14<sup>th</sup> April and that investigations be made in to suitable venues for the holding of meetings after 7<sup>th</sup> May.

**f) Community Orchard**

There was nothing further to report at this time

**g) Commemorative Bench**

The commemorative bench had been ordered and the company were doing their best to deliver by 15<sup>th</sup> March.

**h) Body Camera**

It was reported that there had been some instances of parish employees experiencing abuse and threatening behaviour in other areas and it is suggested that the parish council purchase a body camera for use by the parish warden. These cost in the region of £50. It was Proposed Seconded and Resolved that a body camera be purchased for the use of the parish warden.

**i) Community Testing**

The Clerk provided information on Community Testing facilities at Clay Cross Social Centre.

**j) Census 2021**

The Clerk reported on the arrangements for the carrying out of the 2021 Census.

**k) Personnel Advice**

It was confirmed that, in accordance with the decision made by Council at budget making the contract with Personnel Advice and Solutions had been cancelled with effect from 1<sup>st</sup> April 2021.

**l) Commemorative Wreath – March 15<sup>th</sup>**

It was reported that The Royal British Legion were providing a wreath to commemorate the Tupton Bombings. It was Proposed, Seconded and Resolved that a donation of £20 be made to the RBL.

#### **m) War Memorial Railings**

The Clerk reported that, since the last meeting, arrangements had been made with Lee, the Parish Council's contractor, for the installation of the railings around the war memorial. These were now in place. Members agreed that this was an excellent job which solved the problem of securing the poppy wreaths.

#### **n) Purchase of Litter Pickers**

The volunteer litter pickers had requested some equipment to assist them in their voluntary work around the parish. As they were not a constituted body, it was Proposed, Seconded and Resolved that the Clerk be given authority to purchase sufficient materials for their needs and donate them to the group, with a maximum budget of £200.

#### **563/2020 Condition of Roads and Dropped Kerbs Report**

The Chair referred to the work carried out by members throughout the year in highlighting and following up the work needed to the roads in Tupton with the appropriate authority. Councillor Windley submitted a detailed report on the areas which had been reported and the follow up work carried out. In addition Councillor Dart had undertaken a comprehensive survey on the accessibility of footpaths which had again be followed up with the appropriate parties. Whilst the maintenance of highways and footpaths did not fall within the authority of parish councils, members would continue to lobby for their repair and upgrade. The report was noted.

#### **564/2020 Avenue Development Primary School**

Coucillor D Hancock reported that, as the new Avenue development primary school fell into their District Ward, Cllrs Shipman, Windley and himself had met with the CEO of the Anglican diocese to discuss the catchment, admissions and syllabus. Current COVID restrictions meant that their normal consultation process was going to be somewhat challenging - so, when the time was right, they would like for everyone to work together to organise a virtual public meeting - with zoom access and social media livestream so that residents can comment and be included in the discussion. It was Proposed Seconded and Resolved that Tupton Parish Council work collaboratively with Wingerworth and possibly Grassmoor and that authority be delegated to the ward councillors and the clerks to organize this.

#### **565/2020 Planning Permissions at Wingerworth and Tupton**

Councillor D Hancock reported that both the Hanging Banks and Ankerbold developments had resulted in flooding of the Highway and significant disruption to neighbouring residents. Both developments had also experienced significant changes from the initial planning consents. There was a view that the planning authority was failing residents in terms of the information given to the planning committee to base its decisions on; and that, potentially, matters were not being investigated as thoroughly as they should be and that, inevitably, had an adverse impact on the quality of the decision making. A resident had asked that the parishes raise their concerns and request a detailed report from the Chair of Planning into the planning department's handling of the applications into the respective developments, the reasons why their cumulative impact was not factored into neighbouring proposals, why changes have had to be made owing to incorrect information being submitted to the planning committee when outline permission was granted and how the planning authority intends to ensure that future developments do not succumb to similar issues. It was Proposed Seconded and resolved that these questions be raised with NEDDC planning.

## **566/2020 Report from Representatives on Outside Bodies and Working Parties**

### Community Speed Watch

There had been no activity recently due to the lockdown but as soon as regulations were lifted they would be continuing their work

### Tuption Foodbank

It was reported that the foodbank was continuing to keep busy.

### Tuption Community Group

Gill Watters attended the meeting and reported on the work that the group continued to do. The Group had arranged to carry out an interview scenario with David Parmley about the Tuption Bombings, as well as continuing to support him in the research work that he was carrying out. The holding of events continued to be restricted but they had recently had an exciting offer for the Tuption Community Club for the use of their outdoor space for an event, inviting all community groups making a full day event. The space had been offered free of charge and any profits taken on the day would be shared with the groups participating. He had offered £500 towards the cost of live entertainment and was eager to provide the opportunity to help the community to come together. Gill explained that a great deal of refurbishment work had been undertaken creating a lovely venue. Arrangements had also been made for the Community Awards Celebration evening to be held there on Friday 10<sup>th</sup> September. There would be no charge for the hire of the venue. The Group were also supporting the Brownies helping them to do a village wide easter egg hunt

### Tuption Celebrates Together

Sandra Crawley reported that Tuption Celebrates Together were tentatively putting arrangements in place for the carnival but detailed guidance was not expected until July so some consideration may have to be made about moving the date. Nationally the research programme were running a couple of events to assess arrangements needs. As always any event arranged would comply with the restrictions in place at that time

### Tuption Bombings

David Parmley would attend the next meeting to give an update

## **567/2020 Community Recognition Scheme**

It was reported that 67 nominations had been received to date

## **568/2020 Planning**

**RESOLVED** that no comments be raised on the planning applications that have been received. For information Councillor Windley submitted details of comments she had submitted as a Ward District Councillor and Councillor Hancock informed members that Highways had asked for more details and he had called the application in because of the number of concerns that had been raised.

## **569/2020 Discretionary Grants Application**

There were no applications submitted.

## **570/2020 Finance**

### Budget Report



**It was Proposed, Seconded and RESOLVED** unanimously, by each Councillor giving their vote by show of hands, that the Budget Report be accepted and countersigned by a member of the Council.

Accounts for Payment

**It was Proposed, Seconded and RESOLVED** unanimously, by each Councillor giving their vote by show of hands, that the following accounts be approved for payment:-

AML (Midland) Ltd	365 and AVG (23434)	£12.78
Salaries	March	£1500.17
HMRC	PAYE & NI	£208.01
Eon	CCTV electric	£34.56
Personnel Solutions	Personnel Advice	£120.00
O2	Mobile phones	£54.22
Lees Garden Services	Replace fencing at field off Nethermoor Road	£86.00
M Markowitz	Provision of grit salt invoice 527201	£136.50
	Invoice 527203	£136.50
NEDDC	Rent of flower bed	£1.00
NEDDC	Dog bin empty October – December	£1027.73
NEDDC	Pitch hire (in lieu of maintenance by Tupton Ivanhoe FC)	£431.79
Shelter Maintenance	Replacement of panels to Queen Victoria Road and Green Lane bus shelters	£2267.52
ER Price re Yorkshire Willow Online	Willow Cuttings for Birkin Avenue	£47.50
DALC	Annual Subscription 2021/2022	£693.10
Tupton Rugby Club	Trees for Northside	£524.25
Lees Garden Services	Manufacture and fit railing around memorial	£260.00
	Community Garden	£60

**571/2020 Date and Time of Next Meeting**

It was agreed that the next meeting of the Parish Council would be the Annual Parish Council Meeting to take place on Wednesday 14<sup>th</sup> April 2021 at 6.30 p.m.

There being no other business the meeting closed at 8.10 pm