

# 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> July 2021

To: All Members of the Parish Council

Dear Councillor,

## Tupton Parish Council - PARISH COUNCIL – 14<sup>th</sup> July 2021

Your attendance is requested at the next meeting of **Tupton Parish Council** to be held on **Wednesday 14<sup>th</sup> July 2021** commencing at **7.00 p.m.** at **Tupton Methodist Church, Nethermoor Road, Tupton, Chesterfield**

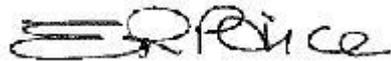
Under current regulations, the size of the meeting venue restricts the number of people able to be present. There will be limited places available at the Methodist Church and members of the public may only attend in person by previous arrangement with the Parish Clerk. Please e mail [clerk@tupton-pc.gov.uk](mailto:clerk@tupton-pc.gov.uk) or ring **07587 107122**

Members of the public may still 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 – 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 9<sup>th</sup> June 2021
4. **Ankerbold Road Development – Representatives of Woodhead Group (if present)**
  - **To delegate authority to the Chair to liaise with Northwood during the recess**

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** (attached)
  - a) Tupton Community Hub
  - b) Land at Nethermoor Road
  - c) Community Orchard
  - d) Damaged Verges
  - e) EMAS defibrillator training
  - f) Nat West bank
  - g) September Parish Council meeting
10. **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
  - Tupton Bombing Graves project
11. **Tupton Community Hub** - Further to the progress of the Deed of Surrender of the lease from DCC, to reconsider the recommendations in the attached report (considered and noted at the last meeting of the Parish Council) and to consider delegating authority to the Parish Clerk in consultation with the Chair and Vice Chair, to undertake the progress of the surrender and, if required, the commencement of refurbishment works, during the recess period.
12. **Diversionsary Activities:**
  - (a) **To consider the following proposal (Councillor D Hancock)**

**Council notes:**

  - That the first quarter of the 2021/2 financial year has elapsed without progress from Derbyshire County Council regarding the transfer of the youth centre building.
  - The more immediate need for the provision of youth services/diversionary activities before the transfer is complete.

**Council proposes:**

  - That 25% of the forecast running costs for the community hub be reapporportioned as follows:
    - a) £1,000 allocated to the fixed asset maintenance reserve to replenish funds used to cover the additional costs incurred by the Birkin Avenue footpath.
    - b) £2,900 allocated to the provision of youth services/diversionary activities.

**(b) To consider the proposal attached for the provision of diversionary activities by DCCT**

- 13 To propose a letter of thanks  
(Councillors D Hancock and R Shipman)**
- 14 To review the requirements for parish council owned CCTV in the parish, and consider a renewal programme (Scoping document attached)**
- 15 To request DCC to update bus timetables either in paper form or digitally  
(Councillor J Hancock)**
- 16 Planning Matters (attached)**
- 17 Discretionary Grant Fund**
  - Applications (if any)
- 18 Finance:**
  - Accounts July 2021**
    - Summary of Accounts to end June 2021 (attached)
    - Accounts for payment July 2021 (attached)
- 19 Items for Information**
- 20 Date of Next Meeting – To consider an amendment to the normal meeting date from Wednesday 8<sup>th</sup> September to Wednesday 15<sup>th</sup> September 2021**

**MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL**  
held on Wednesday 9<sup>th</sup> June 2021 at 7.00 pm at Tupton Village Hall

**P R E S E N T**

Councillor C Ramshaw (in the Chair) Councillors N Dart, C Goodyer, D Hancock, S Peters, C Pollendine, K Windley and P Windley.  
In attendance – R Price (Parish Clerk & RFO)  
Liaison officer Woodhead Group (zoom)  
Gill Watters (Tupton Community Group), David Parmley (WW11 graves) and 2 members of the public plus 1 member of the public on zoom

**613/2021 Apologies for Absence**

Apologies for absence were received from Councillors J Ahern, J Hancock and R Shipman

**614/2021 Declaration of Interests and requests for Dispensations**

Councillor D Hancock declared an interest in relation to planning applications

**615/2021 Minutes**

**RESOLVED** that the minutes of the meeting held on 19<sup>th</sup> May 2021 be confirmed as a correct record and signed by the Chair.

**Ankerbold Road Development**

The Resident Liaison Officer was in attendance and reported that the recent Newsletter had provided an update and there was nothing further to add but was happy to address any questions. She was informed that residents were still experiencing problems with dust and were particularly concerned about the large mound of earth. She confirmed that there was a bowser on site which was meant to address the problem of dust. She also confirmed that they were liaising with residents living near the mound.

**Updates from District and County Councillors**

Councillors D Hancock and P Windley had nothing of note to report

**Matters raised in Public Participation**

None

**616/2021 Urgent Items**

Reference was made to the recent vandalism at the Washlands and the need to mobilise work to repair and replace the damage caused as soon as possible. It was Proposed, Seconded and Resolved that the Clerk, in consultation with the Chair and Vice Chair be delegated the power to liaise with the appropriate parties to determine what support was required, and report back to a future meeting. Reference was also made to the work that Councillor Shipman had undertaken in sourcing the availability of diversionary activities for young people and it was agreed that an item be placed on the next agenda to discuss supporting this.

**617/2021 To determine which items, if any, from the agenda should be taken with the public and Press excluded.**

No items were identified

## **618/2021 Report of the Clerk**

The Clerk submitted the following report:

### **a) Birkin Avenue Recreation Area**

The footpath is now completed. Viridor visited the site on 8<sup>th</sup> June and were very happy to see what their grant has provided. There was still work to do in progressing the plans for a sensory garden.

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

This matter had been taken over by a different officer at DCC due to the long term sickness of the officer who was dealing with it. They seemed eager to progress the handover and it was hoped to have some documentation in place before too long. The Community Hub Working Group met on Friday 28<sup>th</sup> May and a report was set out at Item 11 on the agenda

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

The householder had been contacted and a response was awaited

### **d) Community Orchard**

NEDDC have been asked to go ahead with the lease preparation as approved by Council last month

### **e) Damaged Verges**

The Clerk and Councillor Shipman were due to meet DCC w/c 14<sup>th</sup> June to discuss possible solutions to the problems of damaged verges in the parish.

### **f) Stephenson Trust Fund**

The Clerk and Councillor D Hancock attended a meeting of the Stephenson Trust Fund on Wednesday 1<sup>st</sup> June, attended by representatives from North Wingfield, Clay Cross and Tupton. The meeting considered the offer of the land holder to purchase the land from the Trust. It was agreed unanimously that the offer be accepted. It was also agreed that North Wingfield act on behalf of the Trust in the administration of all the necessary paperwork. This required a great deal of research to establish whether the Trust had the power to sell the land and what authorities would need to be in place in order for it to go ahead.

### **g) Annual Audit 2020/21**

The internal audit had now been completed and all the necessary documentation was provided for consideration and approval at Item 18 on the agenda. It was good practice to review the internal audit provision periodically as it demonstrated openness and transparency by inviting a fresh look at the Council's financial policies, procedures, checks and balances. The Clerk was authorised to research and report back to a future meeting on the appointment of an auditor for 2021/2022.

### **h) Flower Tubs at Car Park**

Two flower tubs, which had been hanging on the fencing opposite the bungalows near the community garden for over two years, had not been maintained. There had been a suggestion that the bungalows did not benefit from having them in this location. Lee had planted them up and, as part of the initiative that we have applied for funding for, placed them on the fencing at the back of the village hall car park. The intention was, that if we did get funding, to provide some new planters and plant additional shrubs around the car park to provide a much more overall attractive vista in the middle of the village for everyone to

enjoy. Members approved the action.

**i) Flags**

June is Pride month, so on 1<sup>st</sup> June the Pride flag was raised for the whole month. The flag would be flown for the whole of June, barring the days of the Ivanhoe's Festival of Football tournament – when their flag would be flown.

The Ivanhoe's tournament was being sponsored by Wilkins Vardy so, in-keeping with the Rebuilding Communities Policy, given that they're investing in the community it was suggested that their flag could be double-flagged with the Ivanhoes on tournament days – or if they wanted to have a stand on the community garden on tournament days, as both are consistent with bringing groups, businesses and residents together.

**j) Request from Scouts**

It was Proposed by Councillor Hancock, Seconded by Councillor Goodyer and Resolved that the request from the Scouts, to clear the land at the side of the car park near the scout hut, and to lay hardcore to increase the parking area be approved.

**619/2021 Report from Representatives on Outside Bodies and Working Parties**

**Community Speed Watch**

Community Speed watch was given the Green light to resume deployment by Derbyshire Police early May. They provided the following report:

In the last few weeks we have deployed at 5 locations around the village at various times. Generally we get the feeling that drivers are becoming aware of our presence and checking their speeds accordingly.

We have had great support from residents especially when we are out during school run times.

Sadly we have had to report 2 cases of verbal abuse to the Police.

Can we remind the residents of Tupton that when we deploy we have an Incident number allocated by Derbyshire Police and are acting with the full authority of the Police.

If you object to our presence please approach us as we have letters from Derbyshire Police to hand out with contact details of who to complain to.

Now for the numbers:

Total number of cars through our speed checks 1609

Highest speed recorded is 53mph on Station New Road. (This is without doubt the fastest road in Tupton Village)

Highest Volume of traffic is on Queen Victoria Road- 538 vehicles in 75 mins on a Saturday morning.

The Number of drivers reported is 33 so far.

we would like this to be zero!

Sincere thanks to all residents of Tupton, Children, Drivers, Runners and Cyclists for the support we have received.

**Tupton Foodbank**

It was reported that the foodbank would be running on one day and the coffee mornings were now running again on Tuesdays.

**Tupton Community Group**

Gillian Watters delivered a report on proposals to undertake the annual parade and pad out the event in the afternoon with other activities. Insurances were in place and risk

assessments prepared for approval. There would be compliance with any restrictions which were in place at the time of the event. 20 stalls had booked in, but no money would be taken until the day. The event could be held within the current restrictions.

Gill made reference to a derogatory and abusive email personally addressed to herself relating to Tupton Community Group activities. Several accusations were made within the email, all of which she addressed individually. She had found the personal attack distressing. Members condemned the email. It was pointed out that almost every other community group was either a part of, or had the opportunity to become part of, the Tupton Community Group. Members also stated that it was not important who staged the activities, but the first priority should be that the people of Tupton benefited. It was also stated that it was important to find ways of encouraging people to work together, as there were many people with many skills, who could contribute.

#### Tupton Celebrates Together

There was no report from Tupton Celebrates Together

#### Tupton History Group

Councillor Windley gave a report on upcoming events

#### War Graves Project

David Parmley presented an update on the War Graves project. The Go Fund Me page was still live and was currently at £309. David had met with Hoult's memorials who had been very helpful. He had also received the appropriate permissions from Clay Cross Parish Council and North Wingfield Church, who had waived the fees. The project launched on 15<sup>th</sup> March and was to be undertaken in three stages:

- Restoration of the graves
- Erection of headstones for the two unmarked graves
- Renew lettering

The quote for the new headstones was £1657.49. It had previously been agreed in principle that the Parish Council financially support the project. It was therefore Proposed by Councillor D Hancock, Seconded by Councillor C Ramshaw and Resolved that a payment of £1657.49 be approved in respect of the purchase of the headstones

#### **620/2021 Tupton Community Hub**

A paper submitted by the Tupton Community Hub Working Party setting out some proposals for the development of the proposed Tupton Community Hub was circulated and presented to members. The paper was for discussion only at this stage and did not require any decisions. Each section was discussed in detail. Councillor Goodyer asked for a revised estimate of costs to be presented to a future meeting. It was accepted that this was a working document and the report was noted.

#### **621/2021 Birkin Avenue**

Councillor Goodyer raised a question about the problem of flooding in areas of the Birkin Avenue recreation area site. It was thought that one of the reasons for recent flooding had now been identified and dealt with. It was explained that the fencing on the site was temporary to protect the young willows which had been planted. More were to be planted at the end of the year and it was hoped that these would alleviate some of the problems with areas of boggy ground.

#### **622/2021 Tupton Village Hall**

The report 'Working Together' as appended to the minutes was considered in detail and it was Proposed by Councillor D Hancock, Seconded by Councillor P Windley and Resolved that the following recommendations be approved and adopted:

- Provision of first six months of support grant (£4,500). This will exceed the salaries payable for the first six months; however, will help to support cashflow as the village hall re-opens after lockdown and to help with training and set-up costs as an employer.
- Grant requirement to be reviewed after six months.
- Parish Clerk to assist TVHMC Secretary with enrolments if needed.
- Cllr Hancock to provide training on skedda.com to the new premises manager to enable the village hall to move to an electronic based booking system.
  
- Tupton Village Hall Management Committee to work with the Parish Clerk to identify all items in need of repair/ upgrade with a view to obtaining grant funding to cover all identified upgrades/repairs. While the Management Committee work with the Charity Commission to remedy historic returns, this funding could be accessed by the Parish Council under section 133 of Local Government Act 1972.
  
- Tupton Parish Council provide for litter picking and gardening to keep the exterior of the premise neat and tidy in return for free rental of the storage container for parish equipment.
- The Parish Clerk draft a contract between Tupton Parish Council and Tupton Village Hall Management Committee in respect of recommendation 6 to ensure that both parties are protected in the event of future personnel changes.
- Tupton Parish Council replace the existing fence lock with a one-way lock to ensure that egress from the rear fire exit is not impeded in any way.

#### **623/2021 Community Awards Night**

Following consideration of quotes for the provision of a buffet for the Community Awards night on 10<sup>th</sup> September 2021 it was Proposed by Councillor Ramshaw, Seconded by Councillor P Windley and Resolved that Tupton Parish Council meet the cost of Menu 2 for 80 people in the sum of £600 pounds.

#### **624/2021 Installation of Plaque**

Members discussed the possibility of installing a plaque in the community garden bearing the names of those civilians who lost their lives in the Tupton bombing. It was agreed that the Parish Clerk look at some designs and costs and bring them back to the Parish Council for consideration.

#### **625/2021 Planning**

No comments were raised on the planning applications considered.

#### **626/2021 Donation to DUWC**

Members considered the confidential and very intensive work undertaken by Derbyshire Unemployed Workers Centre for some of the more vulnerable residents of Tupton.

North East Derbyshire District Council had ceased funding the organization, and it was considered that, without their support many people would struggle to negotiate some of the complexities of the welfare support system.

It was Proposed by Councillor Peters, Seconded by Councillor Goodyer and Resolved that a donation of **£1000** be awarded from the Discretionary Grant Fund to the Derbyshire Unemployed Workers Centre to support the work they provide to Tupton residents.

#### **627/2021` Discretionary Grants Application**

There were no applications

#### **628/21 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 2021, 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.

#### **629/21 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 2021, and signed by the Internal Auditor on 29<sup>th</sup> May 2021, 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.

#### **630/21 Managing Risk**

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 2021/2022 be approved and adopted.

#### **631/21 Finance**

##### Budget Report

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

The balances at bank as at 31<sup>st</sup> May 2021 were as follows:

|             |                   |
|-------------|-------------------|
| Unity Trust | £100,391.92       |
| Nat West    | £ 29,582.81       |
|             | <b>£129974.73</b> |

Accounts for Payment

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

|                      |  |  |
|----------------------|--|--|
| AML (Midland) Ltd    | 365 and AVG (24143)  | £12.78   |
| Salaries             | Clerk June   | £814.74  |
|                      | Parish Warden June   | £849.13  |
| HMRC                 | PAYE & NI  | £252.44  |
| Eon                  | CCTV electric  | £34.56   |
| Johnson Surfacing    | Supply and Install footpath (net £14,540)  | £17,448.00   |
| O2                   | Mobile phones  | £54.96   |
| Shelter Maintenance  | Cleaning of shelters April (13666)   | £82.10   |
| J S Marriott         | Internal Audit Fee   | £255.00  |
| Groundsman Ltd       | Litter Picking Equipment (grant of £250 approved by TPC for use by Chesterfield Litter Picking Group)  | £249.91  |
| T Clifford           | TPC acting as sponsor for Chesterfield Litter Picking Group awarded grant of £480 by NEDDC paid to TPC   |  |
|                      | Equipment from Halfords, Amazon and Workwear Express   | £264.45  |
| Groundsman Ltd       | Direct payment to Groundsman Ltd for litter picking equipment  | £216.35  |
|                      | Total received in grant from NEDDC for Chesterfield Litter Picking Group - £480  | <u>£480.80</u>   |
| Lees Garden Services | <b>Invoice 056</b><br>Planters summer bedding and compost<br>Collect & Fix new bin with materials<br>Gardening and mowing<br>Nethermoor Road bench labour<br>Materials<br>Removing dead tree and bus shelter | £80.00<br>£55.00<br>£100.00<br>£120.00<br>£95.50<br>£80.00 |
|                      | <b>Invoice 060</b><br>Community Garden, Birkin Avenue & Scout Field<br>Commercial mow Birkin Avenue and Nethermoor Road  | £120.00<br>£400.00   |
| Came & Co            | Additional premium Birkin Ave play areas   | £158.00  |
| DALC                 | Course Fee risk assessments - Clerk  | £30.00   |

**632/2021    Date and Time of Next Meeting**

The next meeting of the Parish Council would be held on Wednesday 14<sup>th</sup> July at 7.00 p.m  
at Old Tupton Methodist Church, Nethermoor Road

There being no other business the meeting closed at 9.10 pm