

# TUPTON PARISH COUNCIL

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

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13<sup>th</sup> May 2021

To: All Members of the Parish Council

Dear Councillor,

## Tupton Parish Council - PARISH COUNCIL – 19<sup>th</sup> MAY 2021

Your attendance is requested at the next meeting of **Tupton Parish Council** to be held on **Wednesday 19<sup>th</sup> May 2021** commencing at **7.00 p.m.** at **Tupton Village Hall, Green Lane, Tupton, Chesterfield S42 6XW**

**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 Village Hall 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 21<sup>st</sup> April 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** (attached)
  - a) Birkin Avenue Play Area
  - b) Tupton Community Hub
  - c) Land at Nethermoor Road
  - d) Bus Shelters
  - e) Community Orchard
  - f) Purchase of litter pickers
  - g) Annual Audit
  - h) Grounds Maintenance
  - i) Nat West Bank
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
11. **To consider the Waste Management Strategy as attached**
12. **Welcome Back Funding – NEDDC - Councillor D Hancock**
13. **Bus Stop Signage – Councillor R Shipman**
14. **To consider upgrading/additional Play Equipment**
  - Birkin Avenue – zip wire for smaller/younger children (Councillor D Hancock)
  - Ford Street – upgrade and add facilities for children with disabilities (Councillor R Shipman)
15. **Parish Verges – to consider taking on cultivation licences**
16. **Footpath Group – Report by Councillor D Hancock**
17. **Planning Matters (attached)**
18. **Discretionary Grant Fund**
  - Applications (if any)

**19. Finance:**

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

**20. Items for information**

**21. Date of Next Meeting**

**MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL**  
**VIRTUAL MEETING** held on Wednesday 21<sup>st</sup> April 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, R Shipman, K Windley and P Windley.

In attendance – R Price (Parish Clerk & RFO)  
Rachel Resident Liaison Officer ( Woodhead Group)  
Sandra Crawley (Tupton Celebrates Together), and 3 members of the public

**572/2021 Apologies for Absence**

An apology for absence was received from Councillor C Pollendine

**573/2021 Declaration of Interests and requests for Dispensations**

Councillor C Goodyer declared an interest in item 19 on the agenda relating to Tupton Hall School

**574/2021 Appointment of Chair**

It was Proposed by Councillor D Hancock, Seconded by Councillor J Hancock and Resolved that Councillor C Ramshaw be elected Chair of the Council for the municipal year 2021/2022

**575/2021 Appointment of Vice Chair**

It was Proposed by Councillor C Ramshaw, Seconded by Councillor J Hancock and Resolved that Councillor D Hancock be elected Vice Chair of the Council for the municipal year 2021/2022

**576/2021 Minutes**

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

**Ankerbold Road Development**

Rachel the Resident Liaison Officer attended the meeting on behalf of the Woodhead Group. She explained that the Newsletter had been produced giving an update on works on the site. There had been a lot of complaints in the dry weather about the amount of dust which was being generated from the site. She explained that this had been noted and that arrangements were in hand to damp down regularly on site to prevent this happening in future. A member of the public asked if there was any intention to put dust monitors in place on the site to monitor the type of dust/particles emanating from the site. People with respiratory problems would be particularly affected. Rachel said that she would take this back to the company.

**Updates from District and County Councillors**

Councillor P Windley reported that she had attended the Liaison meeting and it had been reported that Sharley Park was going to be updated, there would be some demolition in Clay Cross, covid rates were low, packs were to be distributed to parishes relating to climate change, Tupton had the second lowest rate of pollution in the district. The feasibility of Clay Cross Station was still being looked at.

Councillor Shipman reported that he continued to press for the repair to potholes and that the District Council meeting had been cancelled

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

None

### **577/2021 Urgent Items**

Councillor Hancock raised a item concerning key holders for the raising and lowering of the flag. It was agreed that three keys be held, one by Councillor D Hancock, one by the Clerk and one by Councillor J Hancock

### **578/2021 To determine which items, if any, from the agenda should be taken with the public and Press excluded.**

It was Proposed, Seconded and Resolved that Item 21 on the agenda be taken with the public and press excluded in accordance with Paragraph 9 , Schedule 12a of the Local Government (Access to Information) Act 1985

### **579/2021 Review and Adoption of Policies and Procedures**

Following consideration of minor amendments to the following policies and procedures which had been circulated to all members, it was Proposed by Councillor D Hancock, Seconded by Councillor R Shipman and Resolved that the amendments be accepted in their entirety and they be accepted and adopted:

- Standing Orders
- Financial Regulations
- Complaints Procedure
- Disciplinary and Grievance Procedure
- Equal Opportunities Policy
- Freedom of Information Policy
- Filming Policy
- Health and Safety Policy
- Media Policy
- Privacy Notice
- Sickness Absence Policy
- Subject Access Request Policy
- Retention and Disposal Policy

### **580/2021 Re-adoption of General Power of Competence**

It was reported that Tupton Parish Council continued to meet the criteria for the adoption of the General Power of Competence and it was therefore Proposed Seconded and Resolved that the General Power of Competence be re-adopted.

### **581/2021 Appointment of Members to Committees**

It was Proposed by Councillor D Hancock, Seconded by Councillor N Dart and Resolved that the following members be appointed to the following committees:

- Finance Committee – Councillors C Ramshaw, C Goodyer and D Hancock
- HR Committee – Councillor P Windley, C Pollendine, S Peters and R Shipman
- Appeals Committee –Chair, Vice Chair and C Goodyer
- Clerk's Appraisal Committee – Chair and Vice Chair

## **582/2021 Outside Bodies and Working Parties**

**Tupton Community Group** – It was proposed by Councillor D Hancock, Seconded by Councillor J Hancock and Resolved that G Watters be appointed Chair of the Tupton Community Group

### **Stevenson Trust Fund**

It was Proposed by Council Goodyer, Seconded by Councillor Ramshaw and Resolved that Councillor S Peters be appointed as the Parish Council representative on the Stevenson Trust Fund

## **583/2021 Report of the Clerk**

The Clerk submitted the following report:

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

The Play Areas at Birkin Avenue have now been completed and passed by inspection. The successful contractor for the installation of the footpaths has been notified and he informs me that he will be commencing work in May. It was Proposed, Seconded and Resolved that a litter bin be purchased and arrangements made for emptying either by the parish council's contractor or NEDDC

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

A request had been submitted to DCC for consideration of completion of the surrender of the lease and handover by 8<sup>th</sup> May. A response was awaited

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

The Clerk reported that the conveyance in respect of this area of land had been located. The Clerk was following up an apparent encroachment on to Parish Council land and would report on the outcome. It was Proposed Seconded and Resolved that the Clerk be authorised to follow up initial enquiries with a formal solicitor's letter if required. There have also been reports of disposal of green waste and rubble on the boundaries of this land which the Clerk was investigating.

### **d) Bus Shelters**

The insurance claim was being followed up with the third party's insurer  
The Clerk had now received further notification from DCC that a replacement bus shelter WILL NOT be permitted by the Traffic and Safety or Development Control departments of Derbyshire County Council, because it would be sited within the no waiting zig zag area, and for these reasons the Public Transport Unit would also not sanction any shelter structure being replaced at this site. The bus stop pole WILL remain and is to be repositioned prior to the zig zag area. The bus stop pole can remain as it was not damaged in the accident. The insurance claim will still be pursued and DCC continue to suggest that this should be used to upgrade the bus shelter at Green Lane.

Shelter Maintenance have notified us that there will be no increase in the charges for the cleaning of the shelters for 2021/2022.

### **e) Parish Council Meetings from 7th May**

Detailed consideration has been given to statements issued by the Ministry for Housing and Local Government and from the National Association of Local Councils. As it stands it seems that we have no alternative but to move to face to face meetings after 7<sup>th</sup> May, but not before 17<sup>th</sup> May, unless we receive any further advice (which may be possible by the end of April subject to the outcome of a court case). In the meantime it was suggested

that we approach Tupton Village Hall to ascertain whether we could use the main hall for the parish council meeting in May, making our own arrangements to ensure that we comply with regulations in relation to social distancing, sanitisation, access, egress etc: It was Proposed by Councillor Hancock, Seconded By Councillor Shipman and Resolved that, if the court case found in favour of virtual meetings the next meeting be held virtually on 12<sup>th</sup> May, but if the court case found against virtual meetings then a face to face meeting be held in Tupton Village Hall on Wednesday 19<sup>th</sup> May at 7.00 p.m and that the Clerk be authorised to purchase the necessary equipment for streaming the meeting and make arrangements for the cleaning and sanitisation of the venue with a total budget of up to £300

**f) Community Orchard**

Councillor Shipman was pursuing this but there was nothing further to report at this time

**g) Commemorative Bench**

The commemorative bench was installed in time for the anniversary on 15<sup>th</sup> March. Many thanks for the donation of £100 towards the cost received from Mr M Muldoon.

**h) Purchase of Litter Picking Equipment**

We have now received a request for a further litter picking equipment for the volunteer Litter Group. It was Proposed by Councillor D Hancock, Seconded by Councillor R Shipman and Resolved that the litter picking equipment be purchased with a maximum budget of £250. It was further agreed that the Clerk be asked to write to the parish councils in the area who are receiving immense benefit from the work of the Group, to request them to consider making a contribution to them to support their work

**i) Distribution of attachments to Council agenda**

It was agreed that the Clerk compile a mailing list for the distribution of the parish council agenda and non confidential items

**j) Annual Audit 2020/21**

Notification of the Annual Audit has been received. Submission of the AGAR must be made by 2<sup>nd</sup> July 2021

**k) NALC Online Event – Planning and Power**

NALC are running an online event on 28 July 2021 at a cost of £30 per delegate. It was Proposed by Councillor Shipman, Seconded by Councillor D Hancock and Resolved that the Parish Council meet the cost of a delegate place.

**584/2021 Report from Representatives on Outside Bodies and Working Parties**

Community Speed Watch

Community Speed Watch were hoping to resume activities in May

Tupton Foodbank

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

Tupton Community Group

Gill Watters submitted her apologies

Tupton Celebrates Together

Sandra Crawley reported that it was looking highly unlikely that the carnival would be able to go ahead under the expected restrictions. Insurance companies were unwilling to insure large events. The Group would continue to do what they could within the restrictions

#### Tupton History Group

2021 would see the 100<sup>th</sup> anniversary of the Royal British Legion on 15<sup>th</sup> May but celebration arrangements continued to stall because of restrictions. It was hoped that Derbyshire Wildlife Trust would be making a presentation on the Washlands. It was possible that Remembrance Day commemorations could again be scaled back this year. The British Legion had thanked the Parish Council for the provision of the fencing at the war memorial

#### **585/2021 Report of Birkin Avenue Working Group**

Members received and approved the minutes of the meeting of the Birkin Avenue Working Group held on 30<sup>th</sup> March 2021 as appended to these minutes

#### **586/2021 Tupton Memorial**

It was reported that the trays of poppies currently placed at the front of the memorial were to be moved to the side so as not to obscure the inscriptions

#### **587/2021 Tupton Hall School – Parking**

The Clerk reported receipt of a complaint from a resident about the indiscriminate parking of vehicles on roads around the school when vehicles were waiting to collect pupils. It was difficult to find a solution to the problem. The school had to work within Covid guidelines and parking restrictions may simply disperse the problem to other streets. Councillor Goodyer, as a school governor, agreed to speak with the governors to establish whether anything could be done.

#### **588/2021 Extreme Wheels**

The Clerk circulated information about the programmes available through Extreme Wheels. The Parish Council had already identified money in the budget for the delivery of activities and it was therefore agreed that Extreme Wheels be commissioned to deliver the Full School Holiday programme within the agreed budget

#### **589/2021 Community Awards**

Councillor D Hancock expressed thanks to the independent judges who had chosen the award winners from the many that had been nominated. None would be told until the Awards evening which was provisionally arranged for Friday 10<sup>th</sup> September at Tupton Social Club. Several guests had been invited to present the awards. Members were asked to consider a budget for the purchase of trophies and the provision of a buffet. It was Proposed by Councillor D Hancock, , Seconded by Councillor J Hancock and Resolved that the Parish Council meet the cost of the trophies, the budget and ancillary costs to put on the event, and that the costs be reported back to Council

#### **590/2021 Planning**

**RESOLVED** that no comments be raised on the planning applications that have been received and that in respect of a consultation on a proposal for development at Hagg Hill, the Parish Council support the arguments against the development submitted by District Councillor D Hancock

#### **591/2021` Discretionary Grants Application**

There were no applications submitted.

## **592/2021 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	April	£1500.37
HMRC	PAYE & NI	£208.01
Eon	CCTV electric	£34.56
Personnel Solutions	Personnel Advice	£120.00
O2	Mobile phones	£54.22
Easy PC accounts	6 months licence fee	£30.00
NEDDC	Supply 10 litter pickers and hoops	£231.60
NEDDC	Dog bin empty Jan - March	£948.67
NEDDC	Trade Waste collection – half year	£1178.84
Shelter Maintenance	Emergency call out make safe bus shelter QVRoad	£1082.40
Shelter Maintenance	Cleaning of shelters March	£82.10
ER Price	Stamps for letters re Community Awards	£22.95
	Body Camera	£45.99
Glasdon	Memorial Seat and plaque	£690.90
Lees Garden Services	Grounds Maintenance Nethermoor Road	£200.00
	Community Garden	£120.00

## **593/2021 Date and Time of Next Meeting**

If the court case found in favour of virtual meetings the next meeting to be held virtually on 12<sup>th</sup> May, but if the court case found against virtual meetings then a face to face meeting be held in Tupton Village Hall on Wednesday 19<sup>th</sup> May at 7.00 p.m

**594/2021 Exclusion of Public**

Resolved; That the public and press be excluded from the meeting during discussion of the following item of business in accordance with Paragraph 9 , Schedule 12a of the Local Government (Access to Information) Act 1985

### **595/2021 Grounds Maintenance**

The Clerk circulated a copy of the Grounds Maintenance costs from NEDDC for the forthcoming year. She outlined some alternatives, with costings, for the provision of all playground inspections and the maintenance/grass cutting of Birkin Avenue recreation ground as an extension to the contract currently held with Lee's Garden Services, together with reduced costs offered by ROSPA for annual inspections of the play areas. This would result in overall cost savings.

It was therefore Proposed by Councillor Shipman, Seconded by Councillor D Hancock and Resolved:

That NEDDC be informed that Tupton Parish Council required removal of the playground inspections and the maintenance of Birkin Avenue/Queen Victoria Road from the annual maintenance programme for 2021/2022 but that , for the time being, they continue to maintain Cricket pitch, Football/rugby pitch and playing fields at Northside Tupton as outlined on their specification.

That Lees Garden Services undertake children's playground inspections at Ford Street, Birkin Avenue/Queen Victoria Road and Northside on a monthly basis

That Lees Garden Services undertake maintenance of the Birkin Avenue/Queen Victoria Road recreation site

That ROSPA be engaged to undertake the annual inspection of all play areas in May/June of each year at the discounted rate offered.

There being no other business the meeting closed at 8.45 pm