

# TUPTON PARISH COUNCIL

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

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May 2019

## **Tupton Parish Council – 14 May 2019**

Your attendance is requested at the next meeting of the Council to be held on **Tuesday 14 May 2019** commencing on the rise of the Annual Parish Council meeting in the Village Hall, Green Lane, Tupton.

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

Yours sincerely,

*C J Lavell*

**Clerk to the Council.**

## **A G E N D A**

1. Election of Chairman
2. Appointment of Vice-Chairman
3. The Chair and Vice Chair to sign the declaration of Acceptance

## **PUBLIC PARTICIPATION**

At the start of the meeting a period of not more than ten minutes will be made available for members of the public to ask questions or submit comments about Council matters.

If the Police Officer, a County or District Member is in attendance the public will be given the opportunity to raise any relevant matter.

*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.*

4. Welcome to new and returning Councillors, all Councillors to sign the Declaration of Acceptance
5. To receive apologies for absence.
6. Declaration of Members' Interests and requests for dispensations
7. To consider any variations of order of business (opportunity to move items of a confidential nature into private closed section at end of the meeting)
8. To confirm the minutes of the meeting held on 16 April 2019
9. To consider the inclusion of urgent items on the agenda.

10. Report of the Clerk on:-

- (a) Members Attendance (standing item).
- (b) Review of Action Plan (standing item).
- (c) Dates for raising flag and request for a Councillor to take this on (standing item):
  - Coronation Day - 2 June
  - D-Day – 6 June
  - Official celebration of Her Majesty’s birthday – 14th June
  - Armed Forces Day - 28 June
- (d) Update on floral arrangements
- (e) Review of Council membership of DALC and SLCC
- (f) Annual review and re-issue of Council policies and procedures: (all documents have been circulated by email for Councillors to consider in advance of the meeting)
  - Members Code of Conduct
  - Financial Regulations
  - Publication Scheme
  - Freedom Information Policy
  - Filming Policy
  - Media Policy
  - Complaints Procedure
  - Disciplinary and Grievance Procedure Standing Orders
  - Standing Orders

**Proposal: Amendment to Standing Orders 5G and 5H**

That the Council add the following sub-clauses to Standing Orders 5G and 5H Ordinary Council Meetings as follows:

- 5.g.i Following the conclusion of his twelve month term of office, the Chairman of the Council may not seek re-election to the position of Chair prior to the next election year.
- 5.h.i Following the conclusion of his twelve month term of office, the Vice-Chairman of the Council may not seek re-election to the position of Vice-Chairman prior to the next election year.

**Proposal: Increase the duration of the public forum and amend Standing Order 3f accordingly**

That the Council extend the public forum to 30 minutes – to run from 18:30 – 19:00; to be followed by the commencement of the agenda at 19:00.

11. Planning matters:

- (a) Planning Applications – previously circulated via email

12. Finance:

- (a) Summary of Accounts
- (b) Approval of accounts for payment May 2019
- (c) Statement of accounts for the year ending 31<sup>st</sup> March 2019
- (d) Update from Internal Auditor
- (e) Completion and approval of the Annual Financial Governance Statement 2018/19
- (f) Appointment of new signatories for banking purposes (4)

13. Training for Councillors

14. Improving accessibility to Council meetings

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## **Proposal: Improving Accessibility to the Council Meetings**

The Parish Council believes that its meetings should be as accessible to the members of the public as we can possibly facilitate. As a priority we should consider:

- 1) Scheduling the meetings at a time/venue which is
  - a. sufficiently large enough that the Clerk and elected members are not positioned with their backs to the members of the public; and
  - b. where the proceedings are not disrupted by noise from adjacent functions.
- 2) That additional copies of the agenda are made available to attending members of the public to enable them to better follow proceedings.
- 3) As requested by a members of the public, nameplates be used for all councillors and any attending speakers to enable easy recognition.
- 4) As an aspiration, we would like to investigate the viability of opening up the public forum to include questions posed by members of the public through the Council's official social media channels.

## 15. Calendar of meetings

To consider meeting days for the ensuing municipal year 2019/20. During 2018/19 the Council met on the fourth Tuesday in the month, subject to a recess in August.

## 16. Appointment of representatives to serve on Council committees/working parties and outside bodies

Finance

Parish/District Liaison

County/parish Liaison

Charity Representative

Tupton Hall Village Hall Management Committee

Young Persons Activities

Tupton Celebrates together

Tupton tiddlers

Clerk Appraisal committee

and the working parties referred to within the following proposals

## **Proposal: Clay Cross Railway Station**

Following the enquiry back in February regarding the Council investigating the options of petitioning for the re-opening of the Clay Cross Railway Station at Tupton, we propose the formation of a working group, comprising elected members and interested members of the public to liaise with North Wingfield, Grassmoor, Clay Cross and Wingerworth Parish Councils to determine any possible options and to canvass the residents of Ankerbold Road and Hepthorne Lane for any potential concerns before approaching the appropriate authorities.

**Proposal: Grounds Maintenance**

Council notes historic concerns regarding the increasing costs incurred by the ongoing provision of Grounds Maintenance by NEDDC. We believe it would be prudent to investigate whether this contract continues to offer value for money; and research alternative options. We therefore propose a working group be appointed to look at other alternatives and report their recommendations back to Council by October, in order that a formal decision can be made ahead of the need to re-engage.

## 17. CCTV Update

**Proposal: CCTV**

Council notes that we are no longer tied into the maintenance contract with East Midlands Chamber of Commerce. The council has initiated the tender process to find a more suitable service provider, based on the budget agreed by the finance committee. We resolve to appoint a working group to oversee the process with the Clerk and report back to council with recommendations, once all tenders have been reviewed.

## 18. Consultation Plan for Birkin Avenue project

**Proposal**

Council noted the requirements for a full Consultation exercise imposed by the PWLB process into the borrowing requirements for the BMX track and use of the area. It is proposed that this consultation is commenced as a high priority and a working group is established to start the process as a matter of urgency.

## 19. Formal Livestreaming of Council Meetings

**Proposal: Formal Livestreaming of Council Meetings**

That, in the interests of full transparency, the Council livestream the non-exempt section(s) of Parish Meetings via social media. This is currently provided informally – which results in a more limited audience based on which councillors/parties have a higher following on social media. The informal recording also results in a lower than adequate sound function being. An official recording would also serve as a permanent supplement to the official minutes should any queries arise and address any potential concerns of bias.

## 20. Adoption of Local Government Act 1977 to improve transparency and accountability

**Proposal: Adoption of Local Government Act 1977 to improve transparency and accountability**

The Council notes that its current annual income and expenditure keep it below the requirement for full compliance with the Local Government Act 1972. In the interest

of openness and transparency, the Council believes that it has a responsibility to the public to voluntarily adopt all aspects of the Local Government Act 1972 (in particular to Schedule 12A – which restricts those items which can be considered to be heard with the press and public excluded to those items genuinely not in the public interest).

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## 21. Proposed Ankerbold Road Development

**Proposal** Following numerous concerns and objections raised by residents regarding the outline planning permission granted on the proposed Ankerbold Road Development, District Councillors Hancock, Shipman and Windley have put forward a motion to the District Council calling for a fuller investigation into inconsistencies of the decision making process and the soundness of the proposed sale of the land. We would like the Council to formally contact NEDDC in support of the investigation.

22. Personnel Issues, relating to hours for 2 members of staff and review of probationary period of Parish Clerk

23. Items for Information

24. Publicity Items

25. Date of next meeting