

TUPTON PARISH COUNCIL

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

MINUTES OF THE MEETING OF TUPTON PARISH COUNCIL VIRTUAL MEETING held on Wednesday 9th September 2020 at 6:00 pm

P R E S E N T

Councillor D Hancock (in the Chair)

Councillors N Dart, C Goodyer, J Hancock, S Peters, C Pollendine, C Ramshaw, R Shipman, K Windley and P Windley.

Two members of the public, Jonathan Tipton (Extreme Wheels BDC), Parish Clerk

The Chair displayed a copy of the agenda on the screen with any confidential information redacted.

457/2020 Apologies for Absence

There were no apologies for absence.

458/2020 Declaration of Interests and requests for Dispensations

Councillor S Peters declared an interest in the item relating to the allotments and was given dispensation to contribute to the discussion.

459/2020 Minutes

RESOLVED unanimously, by each councillor indicating by raising their hand, that, the minutes of the meeting held on 8th July 2020 be confirmed as a correct record and signed by the Chair:

Presentation by Jonathan Tipton – Extreme Wheels

Jonathan Tipton attended the meeting to give an overview of the services which could be delivered in the Extreme Wheels programme. He emphasised that they were not youth workers but that they tried to provide a safe environment where young people could get advice or be directed to an appropriate agency. Primarily they liked to target their work with secondary school age young people. Normally services would be delivered outdoors from April to October and indoors from October onwards.

A full breakdown of the services and costs would be distributed to members following the meeting.

Updates from District and County Councillors

Councillor Hancock reported that the appeal in relation to the Nethermoor Road, Wingerworth site was due to be held on 22nd September. The issue relating to the TPO on Ankerbold Road would be considered by Planning Cttee at NEDDC on 14th September .

Councillor Shipman reported that he was trying to get updates on the status of the requests for transfer of land for an orchard on Ankerbold Road and land adjoining the allotment site

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Matters raised in Public Participation

A member of the public raised a personal opinion about the contribution of members, as individuals, to the celebrations for VJ Day organized by Tupton Together.

A member of the public raised a personal opinion about the way in which a previous grant application, submitted by Tupton Together, had been considered by the Parish Council.

Members expressed their view that all applications, in their opinion, were dealt with equally, in accordance with a set process and without any bias.

460/2020 Urgent Items

One urgent item was raised:

Councillor P Windley raised concerns about problems of parking around Tupton Hall School which had been reported to her by several residents. The problems had been exacerbated this term by the introduction of tighter vehicle movements, due to Covid, in the school grounds, leading to more cars needing to park on streets around the school. It was agreed that Councillor Goodyer, as a governor, raise the matter with the school and that the Clerk request a meeting with the school to discuss possible solutions to mitigate the problems.

461/2020 To determine which items, if any, from the agenda should be taken with the public and Press excluded.

It was agreed that the item concerning CCTV at Item 19(a) be taken with the public and press excluded

462/2020 Report of the Clerk

The Clerk submitted the following report

(a) Community Garden

After a great number of enquiries to try and locate a gardener to undertake maintenance to the community garden, Lee Cutts Bland had now been appointed. He has proven to be an excellent discovery. There had been many positive comments from residents. He would attend the garden for one full day per week for the next 4 weeks. Over the winter period half a day per fortnight initially for October to April then one full day per fortnight from April to October. The effect of the frequency would be constantly monitored. The charges were £60 per half day and £120 per full day.

(b) Community Support Officer

As the parish council mower had broken down beyond repair, a new mower was purchased at a cost of £439. The Community Support Officer had assisted Tibshelf Together by distributing a large number of their VJ day envelopes to households in Tupton

(c) VJ Day

There had been some excellent feedback from the community for the VJ day arrangements put in place by Tupton Together. It was very welcomed at a time when it had been incredibly difficult to organise the usual types of celebration. The Parish Council would like to add their thanks, congratulations and appreciation for all the hard work.

(d) Blue Peter

A Tupton teenager, Olivia Bedford, had been awarded a Blue Peter badge for her services to charitable fundraising. The Parish Council would like to add their congratulations.

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(e) New Tupton Ivanhoe FC Award

Tupton Ivanhoe FC have been recognised by Derbyshire FA as their Club of the Year – an excellent accolade which has generated many congratulations from the community. The Parish Council would also like to add their congratulations.

(f) Play Areas and Open Spaces

- there had been damage to surfaces and graffiti at Northside. These had been reported to NEDDC who were dealing with the repair.
- There had been some reports of swings missing from Ford Street and Birkin Avenue, but these had in fact been removed by NEDDC to maintain social distancing on the play areas. The play areas reopened on 4th August.
- Following the email to all members regarding the signs to be commissioned by NEDDC for the play areas, amended wording had been requested for the Tupton sites, which recognised that wheelchair users must be allowed to access the sites. An order had now been placed with NEDDC
- The litter signs were on order from the printers.
- Following an application from a resident wishing to undertake metal detection on the Birkin Avenue site, a model agreement had been forwarded to him for consideration.

(g) Birkin Avenue Play Areas Project

The Chair and the Clerk met with a representative from the grant funders, Viridor, to whom the Parish Council had applied for funding for Birkin Avenue Play Areas. The funding board was due to meet on 24th September and the Council should receive a decision within a few days of that date. He was also happy to encourage further applications when we explained some of the other projects that we were looking to programme.

(h) Memorial Garden

Consultation letters were distributed by the Chair to the bungalows adjacent to the proposed memorial garden. One response had been received so far which had raised a couple of concerns. It was agreed that arrangements be temporarily held over until any concerns had been addressed

(i) Village Hall

It was reported that resignations had been received from both the staff at the Village Hall. This prompted a need to expedite discussions concerning the transfer of staff from the Parish Council to the Management Committee. Arrangements were in place to organise a meeting. In the meantime possible alternative methods of recruitment and employment were being researched

(j) Allotments

The Chair and the Clerk met with the allotments Secretary, Mr Thompson, via Zoom. Several points concerning the problems of fires on the allotments were explored. There was a knotweed issue which had to be regularly removed and could only be burnt on site to prevent spread. The other issue was the disposal of large branches and trunks when cutting back on the boundaries. The Clerk was investigating costs for NEDDC to bring a chipper on site to help with this problem. The Parish Council had previously indicated that they would try and financially support actions which could reduce the lighting of fires. The Clerk to bring back a further report, clarifying some of the issues raised and researching the viability and costs involved regarding the chipping.

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(k) Asset Register

The Chair had identified an excellent free software programme which could be used to record all the Parish Council assets and he has been an immense help in populating the programme. This will be invaluable as the Parish Council's insurance is shortly due for renewal.

(l) Easy PC Accounts

As reported at the last meeting, the Clerk is now using the new accounting package – Easy PC accounts – and has now populated it with all transactions for 2020/2021 –The financial report on the agenda was generated from the software.

(m) Tupton Youth Centre

Since the last meeting the Clerk had arranged for a roofer, electrician and plumber to visit the building to assess the level of work which may be required to bring it up to standard. The estimates, including the previous ones received for the structural work and decorating, were falling within the sum that DCC had offered to the Parish Council. The Clerk had now informed DCC that the Parish Council wished to progress the matter and was awaiting the appropriate documentation for presentation to Council

(n) Termination of Contract with BT

Following very long and frustrating contacts with BT the Clerk submitted a complaint about their inability to close down the Parish Council account as requested. Ultimately the complaint was handled and the outcome was that all debts and contract buy out fees were written off and the account closed down, with an apology for the way in which it had been handled.

(o) NALC – Pay Award 2020-2021

The Clerk reported receipt of notification that the pay award for 2020/2021 had been accepted by NALC and is to be implemented wef 1st April 2020. It was confirmed that the pay award be applied to all employees.

(p) Arrangements for reserve administrator for bank account

Councillor Stephens raised a question about who would deputise as administrator on the bank account should the Parish Clerk be taken ill. The Clerk was asked to look further at the regulations before any decision was taken.

(q) Clay Cross Station

Clay Cross Parish Council had advised the Clerk that their expectation was that Tupton Parish Council would be leading on this. It was noted that NEDDC were consulting on the major redevelopment of Clay Cross, and a possible Station was included in their proposals. It was agreed that the Clerk contact NEDDC to ask that they include the Parish Council, and any other interested Parish Councils, in any discussions concerning proposals for a station. As this would form part of such a major development it would seem logical for the District Council to take the lead, but work in partnership with the Parish Councils

(r) Remembrance Sunday

The RBL were not expecting to undertake any parades this year due to the Covid regulations. It was **Proposed, Seconded and Resolved** that, as an alternative, the Parish Council purchase small wooden poppies which could be painted and placed in the ground in the area recently identified as a memorial garden, and that a budget of up to £150 be agreed.

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(s) Other items outstanding from Action Plan

Defibrillator – no progress to date

Railings around war memorial – awaiting a response

Orchard – awaiting response from NEDDC

Nat West Account – no progress to date – continuing to follow up

463/2020 Report from Representatives on Outside Bodies and Working Parties

No reports were submitted

464/2020 Planning

RESOLVED that no comments be raised on the planning applications that have been received

465/2020 Grant Applications

There were no applications for grant aid.

466/2020 Community Recognition Scheme

a) Adoption of a Parish Council Recognition Scheme

Council notes

- the delays imposed on the Community Awards Scheme by Covid-19
- the increased community spirit which has emerged following the Covid-19 crisis

Council believes

- Many residents do good works within the parish for the benefit of others without payment and often with no benefit to themselves. In doing so they contribute to our community and improve the life of residents. The parish council has a role in encouraging such service to our community by formally recognising those involved.

It was Proposed By Councillor Shipman, Seconded by Councillor P Windley and Resolved:

To recognise people who give valuable service to the civil Parish of Tupton by adopting the recognition scheme as set out in Appendix A to these minutes

b) Nomination from Cllr Ross Shipman, Cllr Camille Ramshaw, Cllr David Hancock and parish resident Helen Rose

Council notes

the excellent voluntary community litter picking coordinated and undertaken by Tracey Clifford

Council believes

that, as a community council, we have a responsibility to formally recognise members of our community for proactively engaging in voluntary work for the community

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It was Proposed by Councillor Shipman, Seconded by Councillor P Windley and Resolved

to formally issue a letter of thanks to Ms Tracey Clifford through the Community Recognition Scheme

467/2020 Birkin Avenue Park – Development of a Sensory Garden Motion from Cllr Pam Windley

Council notes:

- Its plans to develop the Birkin Avenue Park into an environment that is both accessible to and can be enjoyed by the whole family
- That phase one of the project provides equipment for physically challenged children

Council believes that:

- Our next phase of development needs to address other complex needs
- By providing an environment in which families of all abilities can interact, we can help:
 - a) support families who have struggled to find facilities suitable for all their needs
 - b) young people to associate with others irrespective of ability

It was therefore Proposed by Councillor Windley, Seconded by Councillor Hancock and Resolved that the Parish Council

1. Develop a sensory garden within the Birkin Avenue Park
2. Obtain appropriate designs and costs
3. Undertake a search for grant funding to realise the project
4. Delegate the decision-making process to the Birkin Avenue Working Group (with any budgetary decisions over and above any grant funding to be resolved by full council)
5. Allocate day-to-day project management to the Parish Clerk in consultation with the Chair of the Birkin Avenue Working Group

468/2020 Footpath between Station New Road and Redfern Street

Council notes:

- The ongoing deterioration of the footpath and the general poor state of the footpath area
- That Derbyshire County Council has failed to meet their promises to resurface the footpath

Council believes that:

- An improvement to the overall appearance and cleanliness may reduce the vandalism and that there is an urgent need to invest in the footpath
-

It was therefore Proposed Seconded and Resolved to:

Cost and, if financially viable:

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- Contact DCC to ascertain their plans
- Resurface the footpath
- Plant up the border neighbouring the property on the right-hand side of the Station New Road entrance
- Negotiate consent of the owner of the wooden fence to affix a trellis or some other form of screening or paint resistant covering to discourage graffiti

It was further Proposed Seconded and Resolved to:

Send a letter of thanks to Mr Raymond Knox for the excellent job that he had done, voluntarily, in keeping the footpath clean and cleared of undergrowth.

469/2020 Community Directory – Promotion of Local Businesses and Community Organisations

Council notes:

- The devastating impact Covid-19 is having on local businesses
- That, through our website, we have the ability to promote local businesses along with our community groups in the Community Directory

Council believes:

- We have a responsibility to support the whole community

It was therefore Proposed, Seconded and Resolved

- To continue to encourage local community groups to register in the directory
- To encourage local businesses to register their services, free of charge, with clarity that Council cannot endorse or advise on quality or suitability
- To permit and encourage businesses and community groups to update their own records, subject to sign-off by the Clerk in order to minimise any impact on the Clerk's workload

470/2020 Community Speedwatch

Councillor David Hancock submitted the following proposal

(a) Proposal for a Tupton Parish Community Speedwatch Scheme

Councillor Hancock had been in contact with Chris King – who had managed to secure about half-a-dozen volunteers for a CSW and was willing to run the whole thing. His team had been trained and the proposal was that Tupton Parish Council buy and own the speed gun, Hi-Vis jackets and regulatory signage within a budget of £500

Mr King is keen to maintain a close working relationship with the Parish Council – to report back after the first few months, but also to publicise the fact that there is an active programme going on.

Council notes:

- The continuing problems with speeding around the parish
- The historic difficulties in getting an active Community Speed Watch programme running

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- The success of Mr Chris King in organising a team of volunteers

Council believes:

- That it should fully support such community spirit and any efforts to tackle the current problem

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

- To purchase a speed gun for the sole purpose of operating a community speed watch in Tupton
- To purchase four Community Speed Watch Hi-Vis vests and the appropriate signange
- To loan these free of charge, on an ongoing basis, to Mr King's group to enable them to launch their Community Speed Watch effectively
- To thank Mr King and his volunteers

(b) Current speed watch monitor

It was agreed that the Clerk investigate the whereabouts of the part owned speed gun, which it was believed had not been used since 2015, and report back to Council in order for them to determine what action, if any, to take, regarding its ownership.

471/2020 Christmas Preparations

a) Adaptor for Christmas Lights

Council notes

The kind generosity of Mr Armstrong who, for a number of years, has provided the necessary adaptor for the Christmas lights

Council believes

That it is inappropriate to rely on the goodwill of residents for the provision of such equipment

It was therefore Proposed by Councillor Hancock, Seconded by Councillor P Windley and Resolved

That the Council to formally thank Mr Armstrong (through the Community Recognition Scheme,) and liaise with him to identify the correct equipment to purchase ahead of this year's Christmas festivities.

b) Christmas Tree

Council notes

- The excellent value for money provided last Christmas in regard to the delivery, siting, decoration and removal of the Christmas tree

It was therefore Proposed by Councillor Shipman, Seconded by Councillor P Windley and Resolved

That the Clerk arrange for the Christmas tree to be purchased, sited, decorated and removed by the same contractor who undertook the work in 2019/20

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472/2020 Tupton Youth Centre

a) Provision of Services

Council notes

- The unavoidable delays that Covid-19 and negotiations in planning services for the Youth Centre
- That several members of the public have approached us regarding services that could be provided and offering their assistance
- That Councillors Coral Pollendine and June Hancock have expressed interest in taking the project forward

Council believes

- That the acquisition of the former Youth Centre is nearing completion and it is now the appropriate time to initiate these discussions.

It was therefore Proposed by Councillor Hancock, Seconded by Councillor P Windley and Resolved

- That a working party be formed to coordinate volunteers and feedback to the Council; and that Cllr Coral Pollendine, Cllr June Hancock and the Parish Clerk be appointed to that group along with any additional member/s and those volunteers who have already come forward wishing to engage in the programme.
- That the working group ensure that the following considerations are allowed for:
- That one office be dedicated for use by the Parish Council and the main room be kept available on the evening of the second Wednesday of each month for the Parish Council meeting.
- That an assessment be made to the possibility of renting out some office space to assist funding public services within the centre.
- Some form of youth service provision be supported.

b) Naming of Centre

It was **Proposed by Councillor Shipman, Seconded by Councillor P Windley and Resolved** that the building currently known as Tupton Youth Centre be re-named Tupton Community Hub

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473/2020 Finance

Budget Report

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

RESOLVED unanimously, by each Councillor giving their vote by show of hands, that the following accounts be approved for payment:-

Personnel Advice & Solutions	Personnel advice	£120.00
Eon	CCTV electric	£33.44
NEDDC	Rent for Northside	£500.00
AML Midlands Ltd	Office 365 & AVG	£12.78
HMRC	PAYE & NI	£203.67
Information Commissioners Office	Fee	£40.00
O2	Mobile phones	£54.22
Salaries	Salaries July	£2281.29
Swift Electrical	Electrical inspection Tupton Centre	£360.00
Chesterfield Garden Machinery	Mower	£439.00
DCC	Occupational Health Fee	£50.00
Eon	CCTV electric	£34.56
ER Price	Petrol for mower	£12.85
Personnel Advice & Solutions	Personnel advice	£120.00
Lee Cutts Bland	Community Garden maintenance	£780.00
HMRC	PAYE & NI	£220.09
Salaries	Salaries August	£2334.19
HMRC	PAYE & NI	£220.09
AML Midlands Ltd	365 & Internet security - July	£12.78
	- August	£12.78
Woolley Moor Nurseries	Floral planters	£1080

474/2020 Meeting Dates

Advice received from NALC and SLCC was to continue operating virtual meetings until May 2021. This granted stability in terms of forward planning for both times and dates. It was **Proposed by Councillor Goodyer, Seconded by Councillor J Hancock and Resolved** that the following dates be adopted through to May 2021 :

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2020:

- September 9th (Zoom) 6pm
- October 14th (Zoom) 6pm
- November 11th (Zoom) 6pm
- December 9th (Zoom) 6pm

2021:

- January 13th (Zoom) 6pm
- February 10th (Zoom) 6pm
- March 10th (Zoom) 6pm
- April 14th (Zoom) 6pm

Annual Council to be held 12th May 2021

475/2020 Exclusion of Public

In accordance with Paragraphs 3 and 7 Schedule 12A of the Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) the public and press be excluded during consideration of the following item of business

476/2020 CCTV

In response to the report submitted to members for consideration, it was **Proposed, Seconded and Resolved** to appoint a CCTV Working Party to undertake a review of CCTV within the Parish.

Items for Information

The Clerk circulated a copy of the complaint that Councillor D Hancock, in his capacity as District Councillor, had submitted to NEDDC in relation to the Ankerbold Road Development. He explained that he had met with Paul Goodman, from the company, on site, who had explained that they were installing defences against flooding. Mr Goodman had offered to attend future parish council meetings

There being no other business the meeting closed at 21.10 pm.

Signed

Date.....

APPENDIX A

COMMUNITY RECOGNITION SCHEME

365. Criteria for recognition

Level	Typical criteria
Letter of thanks	Recognition of service to residents of the parish typically of a one off or short duration matter.
Certificate of thanks	This is an important award. The recipient will have performed a service for residents, unpaid for a significant period of time. It is possible that they or their family would have been a beneficiary of the service provided but the overwhelming benefit would be to others. E.g. running a community group that benefits children across the parish but also to the children of the individual/s concerned.
Freedom of the parish	This is a very major honour. It is awarded to those who have altruistically (without any personal benefit at all) performed a major and unusual service to residents of the parish or a significant service over many, many years.

Any award requires a two-thirds vote in favour by the Parish Council

2. Those not eligible:

- 2.1 Serving Parish Councillors, or any former Parish Councillor for services undertaken in their role as a Councillor.
- 2.2 Serving District Councillors, or any former District Councillor for services undertaken in their role as a Councillor.
- 2.3 Serving County Councillors, or any former County Councillor for services undertaken in their role as a Councillor.
- 2.4 Serving Members of Parliament, or any former Member of Parliament for services undertaken in their role as a Member of Parliament.
- 2.5 Those who have profited from their service e.g. paid artists, footballers or individuals paid for their service.

- 2.6 Any individual against whom, or who is acting in the capacity of any group/association about which, the Parish Council has been made aware of allegations of bullying/harassment or intimidation or any behaviour that would be contrary to the Equalities Act 2010; unless:
 - (a) the allegations are disproven, or that the balance of evidence suggests that the allegations are vexatious
 - (b) unproven allegations are more than 12 months old and no more

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- I recent allegations have been made in the interim (subject to 2.6.a)
- proven allegations are more than 24 months old and no more
- recent allegations have been made in the interim (subject to 2.6.a)

3. Nomination process

- 3.1 Any resident or Parish Councillor can nominate an individual for an award
- 3.2 Such a nomination will be made either in writing to the clerk stating the reasons/justification or by way of formal motion at an ordinary meeting of the Parish Council
- 3.3 For a letter of thanks, a motion will be placed on the agenda of the parish council by a councillor or the Chair on advice of the clerk if a nomination is received from a non-councillor
- 3.4 For a certificate of thanks, or higher, a formal nomination must be made with a full justification and evidence. Any resident, 13rganizing13n or parish councillor may nominate an individual for such an award. All nominations will be initially vetted by the Clerk, Chair and Vice-Chair to ensure that sufficient detail is included to merit consideration of the nominated individual. Nominations without sufficient detail will be referred back to the proposer

4. Presentation

- 4.1 Presentation of a certificate of thanks or freedom of the parish will be made at an appropriate ceremony.
- 4.2 Certificates will be appropriately written using calligraphic techniques with a quality frame