

**Minutes of the Meeting of Repton Parish Council held In the Community Room, Fisher Close,
Repton at 19:30 on
Monday 10th June 2019**

Present: Councillors Lloyd (Chairman), Perks (Vice Chairman), Steel, Dickson, Thomas. Co-opted at meeting Councillors Griffiths, Munnien, McArdle, Rainey.

Staff and public in attendance: Caroline Crowder (Clerk and RFO), County Councillor Ford, District Councillors Churchill and Haines, and eight members of the public.

1. Apologies

Councillor Sheldon and Repton School Bursar

2. Declaration of Interests

Councillor Steel is an allotment holder. Councillor Dickson for any issues concerning the Den on Mitre Field, as he lives on Mitre Drive. Chairman Lloyd for any issues around Brook End.

3. Approval of the Minutes of the meeting held on 13th May 2019

Minutes approved and signed by Chairman Lloyd

4. Parish Council (Co-option)

There were five applications received within the required timescale and that fit the criteria needed. It was unanimously agreed to accept all five as co-opted councillors.

New co-opted councillors are: Councillors Griffiths, Munnien, McArdle, Rainey and Brown (not present). All in attendance signed their acceptance of office, and were then allowed to participate in the meeting. Councillor Brown to attend the office to sign his declaration. All councillors gave a brief introduction of themselves.

Action: All five applicants were co-opted

Standing Orders lifted for Public Speaking and Planning

5. Public Speaking

A member of the public expressed concern that since ex-councillor Thompson was no longer a councillor that progress with the Neighbourhood Plan has waned. The Chairman advised that ex-councillor Thompson will still be working on the Neighbourhood Plan as part of a working party. A nominated councillor would work closely with him.

Action: County Councillor Ford to get an update on progress from SDDC.

A member of the public proposed that in the future the council should consider employing a lengths man.

A member of the public expressed a concern that the footpath alongside the road from Repton to Willington was very overgrown on the verges.

Action: Clerk to report to Derbyshire County Council for action to be taken

A member of the public expressed concern that the Royal Mail post boxes were in need of a re-paint.

A member of the public advised they thought that the bench at the bottom of the Pastures need repainting.

Action: Councillor Thomas to check the bench concerned

6. Planning Matters

No comments were made on any planning applications that were published in the agenda.

Planning application 9/2019/0453 had been received after the publication of the agenda. The Chairman advised that as a council we had already submitted an objection via email and post to SDDC, as the closing dates for comments was prior to the Council meeting. District Councillor Haines has spoken to the case officer about our concerns.

Action: District Councillor Churchill to fill in the form asking for this to go to the planning committee. This will allow for a representative to speak for 3 minutes at a District Council meeting. There will also be a site visit by SDDC.

Action: Councillor Steel to find a speaker from Milton to represent all concerns at the aforementioned SDDC planning meeting.

Planning application 09/2019/0475 change of use for Brook End Tearooms to a drinking establishment and microbrewery had been received after publication of the agenda. The Chairman had received some concern from various members of the public; however she has declared an interest in this planning application and therefore did not offer her personal opinion. People are worried about the foul sewage that could be generated and any anti-social behaviour that could occur due to the intoxication of alcoholic beverages. On the positive side the extra car park could be utilised by the patrons of The Boot pub. It was agreed to make no formal objection, due to the conditions on the planning application stating it would not be used after 6pm.

Action: The Council would write to SDDC Planning reiterating the need for a 6.00pm limit to drinking and that there should be clearly defined access onto and off the site.

Standing Orders Resumed

7. County, District and Parish Councillors' Reports

County Councillor Ford advised that due to new councillors coming on board he didn't have many updates.

He advised that he would chase up the complaint in with DCC about the obstruction made by home owner's trees onto Matthews's jitty.

The restricted parking signage being removed was still going through the legal department.

District Councillors Churchill and Haines advised they had not heard anything further on the street naming discussed in the previous meeting. Councillor Perks advised he had been informed that "The Grange" will not be proposed or used going forward.

The footpath up to Milton at Holloway has some dead trees. These were installed as part of the construction of the site, and the maintenance has now been passed to the management company, SDL Bigwood. They have been asked to replace the dead trees, dead hedging, upkeep of playground equipment and emptying of the litter and dog waste bins.

The District Councillors advised that anybody wishing to contact them should contact them both and they would manage all queries between them to ensure they manage the workload.

It was agreed by all Parish Councillors that the trees in the village hall car park should be removed to allow more parking. They currently have a tree preservation order them, this will therefore need approval by SDDC.

Action: The Chairman and Vice Chairman to forward details to the District Councillors for them to check progress with SDDC

Councillor Dickson said he had received complaints about rubbish being dumped in the brook behind the Chip Shop.

Action: The Chairman to publish in the jottings that this behaviour is not acceptable.

Action: Councillor Dickson to send the details to District Councillors Churchill and Haines for them to notify SDDC of the issue for further action.

8. Clerk's Report

- a. Two allotment plots have been issued out to people on the waiting list. It was agreed that no fee would be charged to them for the remainder of this year due to their unkempt state.
 - b. Any councillors wishing to go forward to the DALC Executive Committee to let the clerk know.
 - c. Repton Area Forum is to be attended by Councillors Dickson and Perks.
 - d. Thanks has been received on the upkeep of the burial ground, via the Clerk and some of the Councillors
 - e. It was agreed to give the maintenance contract of the outdoor areas to Mercia Garden Care, as they submitted the best quotation of the three requested.
- Action: Clerk to write to Mercia Garden Care.**
- f. The allotment tap is still dripping. **Action: Clerk to call a plumber for a quote.**
 - g. Additional storage by Repton Casuals is to be installed as per the agreement from the Parish Council and the planning agreement from SDDC.
 - h. Summer Bookings, Councillors McArdle, Rainey and Munnien agreed to be contacts. **Action: Clerk to advise SDDC of their contact details.**
 - i. DALC courses, agreed for Clerk to attend Finance and GDPR. Councillors Steel, Munnien and Griffiths to attend Councillor Essentials. **Action: Clerk to book with DALC.**
 - j. A complaint was received following the letter sent to an allotment holder over splitting their allotment into two and the Council retaining one half. After consideration by the Clerk and the Chairman it was agreed that the allotment holder could continue with the whole plot and the decision would be looked in to again once the July allotment inspection had taken place. **Action: Clerk to respond to the complaint letter**
 - k. Beavers Camp wishes to use Mitre Den and Field on the weekend of the 29th June. **Action: Resolved to allow them use free of charge**

9. Chairman's Announcements

David Muller is now the new Chairman of SDDC.

The SDDC Planning portal has not functioned well lately, District Councillor Churchill agreed and said he had reported this in to SDDC for investigation.

10. Report of Internal Auditor

The internal audit agreed with the Clerk that there was minus £30 out in the petty cash. Apart from this nothing to note in the internal audit report

Action: Resolved to accept the internal audit report and take no further action on the discrepancy in petty cash

11. Approval of Annual Governance and Accountability Return 1st April 2018 – 31st March 2019

Action: Resolved to approve the AGAR. Chairman and Clerk signed the Return at the meeting

12. Approval of Statement of Accounts 1st April 2018 – 31st March 2019

Action: Resolved to approve the accounts. Chairman and Clerk signed the accounts at the meeting

13. Appointment of Internal Auditor 2019-2020

Action: All agreed to appoint Jacqui Storer

14. Review of Standing Orders

After discussion it was agreed to carry on with the existing Standing Orders.

However the financial regulations do need review. It was agreed that this would take place during the normal review of the regulations during the November Finance meeting.

15. Register of Disclosable Pecuniary Interests

Councillor Perks submitted his to the Clerk during the meeting.

Action: Newly co-opted Councillors Rainey, McArdle, Griffiths, Munnien and Brown to submit their completed form to the clerk for website publishing and retention.

16. Elderly Services

No further progress to report on the Dales.

17. Youth/Playing Fields Facilities

Councillor Steel advised that ex-councillor Skeith was assisting him and would be part of the working party. They are getting quotes for doors, windows and a defibrillator. Councillor Steel is also liaising to ensure any application for S106 money by the football group does not overlap with any application made by the Council.

18. Village Maintenance and Footpaths

Councillors Steel and Dickson were currently getting quotes for work to be undertaken at Sledge Wood. Another warning would be placed in the Parish magazine about Sledge Wood, until a response is received from DCC on whose responsibility it is to repair the staked boards.

The footpath from Bretby is almost impassable.

Reports still being received of trees and hedges overgrowing the footpath near Chestnut Way. This is a highways issue and people need to report this directly to DCC.

Action: Chairman Lloyd to write a letter to DCC highlighting this issue

19. Burial Ground and Allotments

One of the allotment holders who the Council has taken back ownership of their allotment, wishes to receive a refund for his rent payment

Action: To pay him back 50% as we are half way through the year

The allotment holders have requested another skip for early 2020. It was discussed that a lot of what has recently been placed in the skips is organic material that could be burnt if bonfires were permitted; alleviating the need for future skips. Once the new working parties have been agreed, they will look into this further and make a recommendation. Councillors Rainey, McArdle, Steel and Griffiths advised they were happy to join this working party.

The allotment holders have also requested that they be allowed to have sheds on the allotments for storage.

Action: Councillor McArdle to put some notes together for review at the July meeting.

20. Village Heritage and Improvement

Firms have been identified for the conservation work; we now need to ask them if they are willing to quote.

Action: Clerk to contact the firms.

The village hall is due for completion 18th August 2019, opening 1st September 2019. A rent of £230 per month has been agreed for the Parish Council office, which includes utilities. It was proposed by Chairman Lloyd and seconded by Councillor Thomas to agree to this rent

Action: To accept rent and schedule office move for September/October 2019.

The Chairman has identified a charity Betel that may be able to assist with the move and remove any unwanted furniture from the current office.

Action: Clerk to find out if there would be a charge for this work.

21. Police/Safety and Highways

Councillor Thomas advised that a site visit and agreement with DCC has already taken place for the planters at the Repton Cross and near the Vicarage, it was therefore agreed to go ahead with the purchase of the planters.

Action: Councillor Thomas to purchase the planters and contact the allotment holders as they have previously agreed to fill and maintain these planters.

Primary school parking and traffic concerns, no further feedback received.

22. Arboretum/Sledge Wood

Sledge Wood footpath issue already discussed under minute heading 18.

Ex-councillor McGahan has expressed an interest in joining this working group.

23. Neighbourhood Plan Progress Report

No further updates at present.

24. Working Parties

This will go onto the agenda for the July meeting.

25. Finance

a. Receipts since last meeting

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Total value	Destination Account	Transaction Type
20/05/19	0017	Burial Ground	Interment of body	Maria Boni (coop Littleover)	£250.00	Natwest Current Account	Cheque
30/04/19	0018	Income	Interest	RBS	£6.27	RBS Reserves	Interest
06/06/19	0019	Broomhills Park and Pavilion	WI	Repton	£20.00	Natwest Recreation Ground Account	Cheque
10/06/19	0020	Broomhills Park and Pavilion	Baby and Toddler group	Natalie	£240.00	Natwest Recreation Ground Account	Cheque
10/06/19	0021	Burial Ground	Purchase burial plot and interment	Murray's Funeral Directors	£550.00	Natwest Current Account	Cheque

b. Payments since last meeting

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Invoice number	Total value	VAT	Sub Total	Date payment issued	Source account	Cheque Number	Transaction Type
01/06/2019	5041	Office	Telephone and broadband	BT		£ 66.00			01/06/2019	Natwest Current Account		Direct Debit
01/06/2019	5042	Office	Rent	Jaipur Restaurant		£ 220.00			01/06/2019	Natwest Current Account		Standing order

c. Payments for Approval

Date in	Transaction Number	Transaction type	Transaction Sub type	Source	Invoice number	Total value	VAT	Sub Total	Date payment issued	Source account	Cheque Number	Transaction Type
28/05/2019	5036	Footpaths	Kissing gates	Home Farm Heritage Limited	218	£ 648.00	£ 108.00	£ 540.00	10/06/2019	Natwest Current Account	002855	Cheque
01/06/2019	5037	Staff	Clerk salary	C J Crowder		£ 676.57			10/06/2019	Natwest Current Account	002859	Cheque
16/05/2019	5038	Village Hall	Payments for rebuild	Repton Village Hall Company	4	£ 138,938.16			10/06/2019	Natwest Current Account	002860	Cheque
25/05/2019	5039	Burial Ground	Mowing	Mercia Garden Care	201916	£ 140.00			10/06/2019	Natwest Current Account	002861	Cheque
23/05/2019	5040	Office	Internal Audit	Mrs J Storer	5	£ 110.60			10/06/2019	Natwest Current Account	002862	Cheque
30/05/2019	5043	Office	Stationary	Viking	822445	£ 38.86	£ 5.26	£ 33.60	10/06/2019	Natwest Current Account	002863	Cheque
03/06/2019	5044	Allotments	Skip hire	Burton Skip Hire Limited (reimburse C J Crowder for payment)	111182	£ 22.00			10/06/2019	Natwest Current Account	002864	Cheque
10/06/2019	5045	Office	Hire of hall	SDDC		£ 10.00			10/06/2019	Natwest Current Account	002865	Cheque
10/06/2019	5046	Broomhills Park and Pavilion	Pavilion cleaning	C Hawksworth	80	£ 90.00			10/06/2019	Natwest Current Account	002866	Cheque
10/06/2019	5047	Allotments	Skip hire	Burton Skip Hire Limited		£ 200.00	£ 33.33	£ 166.67	10/06/2019	Natwest Current Account	002867	Cheque
10/06/2019	5048	Allotments	Allotment refund	Mark Goodman		£ 18.00			10/06/2019	Natwest Current Account	002868	Cheque

Resolved, all payments and receipts approved.

d. Bank Balances

Natwest Current Account as at 05/06/19 £286,432.15

Natwest Recreation Ground Account as at 24/05/19 £1,266.68

Royal Bank of Scotland Reserves as at 15/05/19 £35,759.66

e. Fixed Assets

No further additions

26. Correspondence

- a. Derbyshire Poppy Appeal
- b. Repton Casuals FC storage container
- c. Village Hall parking complaint
- d. Clerks and Councils Direct magazine
- e. Glasdon Small Litter Bin Management, Village Gateways and Focus on Local Councils brochures
- f. Anti-Social Behaviour campaign DCC letter, leaflets and posters
- g. National Forest Timber Festival letter and posters

27. Reports to Note

- h. RPC/RVH Liaison Group – progress on village hall
- i. Internal Auditors report (see heading 10)

28. Date and time of next Parish Council meeting

Monday 8th July 19:30 at the Fisher Close Meeting Room, Repton.

**The Press and Public are invited to attend
Plans are available for inspection, by appointment, at The Parish Council Office
Mondays and Thursdays 14:00 to 17:00**