

## Minutes of Smisby Parish Council

### Annual Parish Council Meeting 6<sup>th</sup> May 2021

Smisby Parish Council Attendance: Councillors Taft (Vice Chair acting as Chairman), Cuming and Brooke. Parish Clerk Caroline Crowder

Members of the public and other organisations: District Councillors Churchill and Haines, Parochial Charity Trustee Robert Hounslow and one member of the public

1. Appointment of Chair

Councillor Taft proposed Councillor Rushman as chair. **Resolved, all Councillors agreed to Councillor Rushman as Chair. As Councillor Rushman was not present at the meeting the Clerk would ask her if she accepted Office and to sign the Declaration of Office.** As Acting Chairman, Councillor Taft will continue to Chair the meeting for the appointment of the Vice Chair.

2. Appointment of Vice Chair

Councillor Brooke proposed Councillor Taft as Vice Chair. **Resolved, all Councillors agreed to Councillor Taft as Vice Chair.** As Councillor Taft has been voted in as Vice Chair and the Chairman is absent, he continues to be Chairman of this meeting.

3. Apologies for Absence

Councillors Rushman and Das.

4. Declarations of Interest on Items on the Agenda

None.

5. Any Agenda items that should be taken with the public excluded

None.

6. Approval of accounts as at 31<sup>st</sup> March 2021

The Clerk had circulated the accounts to all Councillors before the meeting. Councillors Cuming and Taft thanked the Clerk for the excellent work on the accounts. **Resolved, all Councillors agreed and accepted the accounts for the financial year 2020 – 21.**

7. Report of Internal Auditor

**Received and noted by all Councillors.**

8. Approval of Annual Governance Statement

**Resolved, all Councillors approved the Annual Governance Statement.**

9. Approval of Statement of Accounts

**Resolved, all Councillors approved the Statement of Accounts.**

10. Approval of Certificate of Exemption

**Resolved, all Councillors approved the Certificate of Exemption.**

*Sue*

11. Appointment of Internal Auditor 2021 – 22

**Resolved, all Councillors agreed to appoint Brian Wood. Action the Clerk to contact him to invite him to be internal auditor for this financial year.**

12. Chairman's Communications

Councillor Taft advised that after today all meetings of the Parish Council would be returning to person due to the government legislation.

13. Clerks Report

- a. The Clerk advised that the high court ruling upheld the Government decision to return to face-to-face meetings. As such the Clerk will work on a risk assessment for the meetings, the Village Hall has already been booked for the rest of this year's meetings.
- b. The Clerk having been advised of the work taking place by the Parochial Charity on the Parish Field had contacted the grounds maintenance contractor to suspend grass cutting until the work was complete.

14. Public Questions and Comments

Lengthsman had seen some deterioration of the road surface around the Parish and some potholes had been repaired. Councillor Taft encouraged all to report any issues via DCC website.

15. Approval of Minutes from Smisby Parish Council Meeting held on 9<sup>th</sup> March 2021

**All Councillors approved and the Vice Chair will sign after the meeting.**

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16. Parochial Charity Communications

Robert Hounslow asked if the Council were now happy with the draft lease for the parish field. Councillor Brooke advised that he was happy with the draft, on behalf of the Council. **Action the Clerk to advise the Parochial Charity.** The Parochial Charity are having some work done on the parish field to deal with the moles and repair the football pitch. He thanked the Parish Council for the work on the telephone box. He also encouraged any application to them for funding for ideas that would enhance the Parish.

17. Parish Field

- a. Signage for the field was discussed around noise and anti-social behaviour. The Parochial Charity advised that if the Council let them know the costs, they may be able to reimburse these.
- b. The Lengthsman was thanked for their continued work on ensuring the Field is kept clear of litter, along with Councillors Cuming and Brooke who had assisted in a general tidy up.

18. Insurance

**Resolved, all Councillors agreed after reviewing the three quotes to renew with BHIB.**



#### 19. Telephone Box

Councillor Taft has fitted the equipment internally to the telephone box and placed a copy of the newsletter in there. The book exchange is also now open for business in the box.

#### 20. Parking

No site meeting from DCC Highways has taken place as requested and chased by Councillor Rushman. **Action the Clerk to chase with DCC Highways and the new County Councillor.** There is a band of land next to where the hedge has been taken down on Chapel Street, which could potentially be used for parking. District Councillor Churchill advised that it doesn't look like this is owned by the adjacent house holder, he checked this on [www.maps.derbyshire.gov.uk](http://www.maps.derbyshire.gov.uk). Councillor Brooke advised that he would check with the Land Registry.

#### 21. Communication

Two emails had been received by the Clerk from parishioners advising that they did not want the newsletter to be virtual only. The virtual newsletter is on trial for this financial year. A copy will be available in the telephone box at the Village Hall.

#### 22. Drains and Flooding

Councillor Taft reported no current issues, drains are being inspected and actively cleaned. Repairs and improvement to drainage is being scheduled by DCC and other agencies.

#### 23. Community Speed Watch

No change, on hold due to current COVID-19 guidelines.

- a. Councillor Cuming had replied on the Council's behalf to support the 20's plenty for Derbyshire campaign.

#### 24. Poplars Pavement

Councillor Cuming had chased the outstanding work at the Poplars wall and pavement.

#### 25. Current Planning Applications

Smisby Parish Council had submitted a comment on the planning application DMPA/2021/0333, asking if it was possible for signage to be installing for any vehicles going to Kilworth Machinery to not go through the Village. The Clerk had submitted this comment to SDDC before the closing date.

#### 26. District and County Councillor Updates

- a. District Councillor Churchill advised that there would now be two Flood Liaison Meetings per year, they did discuss run off from roads and advised it may be useful for Smisby Parish Councillors to attend. He will pass the details of the next meeting over to the Clerk. Freeport are putting in their governance structure, he will keep the Council informed of any further information he receives
- b. District Councillor Haines advised that South Derbyshire were below average in the Covid infection statistics. The Covid Wardens are still operating in Swadlincote town centre.



## 27. Dates of Future Meetings 2021

13<sup>th</sup> July, 14<sup>th</sup> September, 9<sup>th</sup> November 2021 in Smisby Village Hall commencing at 19:30.

## 28. Approval of Payments

to whom paid	Particulars of payment	Total
Bloomin' Gardens (inv-647922)	Ground's maintenance quarterly charge (from last financial year Q4)	£ 432.00
Clerk	Clerk salary (March and April 2021)	£ 413.41
D Whitby	Playground Inspections (May and June 2021)	£ 40.00
H Salt	Lengthsman (May and June 2021)	£ 60.00
Zoom (repay Clerk)	Zoom meetings (May 2021)	£ 14.39
D Whitby	Padlock purchase	£ 10.98
A & J Bartlett Ltd	Electrical work on phone box	£ 523.69
C J Lewis Ltd Printers (repay S Rushman)	Newsletter printing (inv7472)	£ 57.00
Kilworth Machinery Ltd	Envelopes and stamps for newsletter (inv59191)	£ 62.16
DALC	Annual subscription (inv2744)	£ 207.53
HMRC	NI and Tax Q4 Year 2020 - 21	£ 104.80
Amazon (repay Clerk)	Folder and index	£ 4.49
SDDC	Service Litter Bins (2020-21)	£ 141.65
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Chris Taft	Phone Box Furnishings	£ 336.18
Brian Wood	Internal Audit	£ 50.00
Clerk	Mileage for Internal Audit	£ 10.80
BHIB	Insurance	£ 410.77

**All payments approved, two councillors to digitally sign the payment schedule after the meeting.**

## 29. Payments Received

a. SDDC	Precept and grant	£2,901.00
b. Kilworth Machinery	Newsletter advertising	£50.00
c. Bluebell Arboretum	Newsletter advertising	£50.00
d. Parochial Charity, Donation for phone box electrical works		£436.40

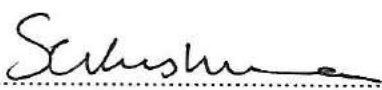
## 30. Communications received since last meeting

- a. NALC: Chief executive's bulletin x 8; Breaking News; Online Events x 19; LCR Magazine; NALC STAR COUNCIL AWARDS 2021
- b. DALC: Training Reminder - Microsoft 365 Masterclass - Free of charge - 22 March 2021 - 10am - 11am; DCC Green Entrepreneurs Fund; Impact New Parish Carbon Footprint Tool; Training Reminder - Risk Assessment - Brian Brookes - BHIB - 13 April 2021 - 10am - 11am - Zoom; Remote Meetings Update; April Newsletter; Death of HRH Prince Phillip - Duke of Edinburgh x 5; Derbyshire Association of Local Councils Website; Excellence Awards - DALC - Nominations; Youth Councils - Younger Councillors
- c. County Councillor Chilton: News Update x 2; 2021 03 03 DHART and A61 Technology Projects - stakeholder update; East Midlands Airport contact; Covid-19 briefing with Dean Wallace, Director of Public Health; Gritting Routes DCC; News

Update; 20s Plenty for Derbyshire slides; Community Safety Update; News Update; Highways issues - reporting by Do It Now; Enquiry Number 8242164 and 82010765 - Forties Lane and Main Street, Smisby

- d. DCC: 12 March 2021; Community News 23 March 2021; Community News 31 March 2021; Community News - 13 April; Election Stuff; Community News - 21 April 2021
- e. SDDC: Counter-Terrorism and Security Act 2015 - Venue Hire requirements for publicly owned venues; Police Crime Commissioner Vulnerability Fund; Freeport South Derbyshire; RE: RE: Play Equipment at the Field; South Derbyshire Community Heroes - Roll of Honour 2021: Vehicular Activated Signage (VAS); Environment Agency updates - Flood Liaison Meeting 01.03.21
- f. District Councillor Churchill: Covid19 briefing
- g. Police: Hate Crime Services; Updated Details; Ask for Ani
- h. District Councillor Haines: Members' briefing: Podback scheme
- i. Parochial charity: Draft Terms for Contract Lease for Jubilee Field; Jubilee Field Football Pitch re-development and Contract Lease; Mole Removal Smisby Jubilee Field
- j. Councillor Cuming: 20s Plenty for Derbyshire
- k. Comments from a parishioner in regards to the newsletter
- l. BHIB: Telephone Box
- m. Stephen Walkley: Census 2021
- n. CVS: The Latest News from South Derbyshire CVS x 4; South Derbyshire Community Heroes - Roll of Honour 2021
- o. Member of the Public: Complaint over Digital Newsletter
- p. Ian Nelson, Planning Policy Team Manager: North West Leicestershire Local Plan Partial Review - adoption

The Vice Chair thanked the Parish Councillors for attending and declared the meeting closed. The date of the next Parish Council meeting will be on Tuesday 13<sup>th</sup> July 2021 in Smisby Village Hall.

Signed:  Date: 13.7.21