

Minutes of Smisby Parish Annual Council Meeting 12th September 2023

Smisby Parish Council Attendance: Councillors Taft (Chairman), Cuming, Brooke and Dickens, Clerk Caroline Crowder

Members of the public and other organisations: District Councillors Haines and Lowe and 3 members of the public.

1. To receive and accept apologies for absence

County Councillor Muller and Rob Hounslow from the Parochial Charity offered their apologies.

2. To receive declarations of Interest on items on the agenda (under the Code of Conduct members are reminded that in declaring an interest you should make clear the nature of that interest and whether it is "personal" or "prejudicial").

None.

3. To determine which items if any on the agenda should be taken with the public excluded.

None.

4. Co-option

One application had been received by the clerk.

Councillor Brooke proposed Janet Sullivan to be co-opted as a Councillor, this was seconded by Councillor Dickens. Resolved, all agreed to co-opt Janet Sullivan. Clerk to write to her after the meeting as she was unable to attend to accept office in person.

5. Chairman's communications (if any)

- i. Defib training. the Chairman asked if the other members of the Council would be interested in having some training, **Resolved, all agreed they would. Chairman to discuss with local medical staff to arrange.**
- ii. Home upgrade grants for low-income households without a gas connection are currently available. Clerk to ensure these details go onto the website.

6. Clerk's report

- i. The clerk has not received the grounds maintenance invoice for August yet, they have agreed to itemise each invoice and detail what work has already been completed. Councillor Brooke asked if they could be asked what their recommendations are for next year's ground maintenance, Clerk to enquire.
- ii. **Resolved, all Councillors agreed to a Finance Committee meeting at 18:30 on Tuesday 9th January 2024.**

7. Opportunity for public questions and comment (10 minutes)

A member of the public advised that the local safer neighbourhood team have been out and were very impressed with Smisby's speed watch.

The Lengthsman advised that the green bags had been received that they requested. They had also cleared some fly tipping up yesterday on Forties Lane. The Chairman thanked them for their great work.

8. Approval of minutes from Parish Council Meetings held on 11th July 2023

Resolved, all Councillors approved the minutes and the Chairman signed them as a true and accurate record.

9. Parochial Charity, District and County Councillors Communications

- i. District Councillor Haines, it was a great report on the speed watch and she was aware that the police are using Smisby as a gold standard example. New council plan to cover the next 4 years priorities in being documented. Route optimisation project for areas such as refuse collection is currently taking place.
- ii. District Councillor Lowe, local heritage open days across the district, Calke Abbey is this Sunday.
- iii. There was not a Parochial Charity representative at the meeting. The Chairman therefore asked the Council for their agreement to him contacting the Charity in reference to the money that has been spent on the footpath resurfacing. **Resolved, all councillors agreed.**

10. Parish Council Parochial Charity Trustee

Resolved, all Councillors agreed to retrospectively ratify the appointment of Claire Hynam as a Smisby Parish Council Parochial Charity trustee. A letter will be sent to the Charity confirming this and also asking for reassurance that this will be done in advance for the next time. This item will be on the January Council meeting agenda

11. Tree and Benches

Councillor Brooke had spoken to Martin Buckley the SDDC Tree Officer, he believes the work on the tree will be done sometime in the autumn. The Parish Council have advised SDDC that as the tree is on their land it is with them to make the decision of removing and replacing or supporting the tree.

Councillor Cuming had been talking to the owner of the local Arboretum nursery, who had offered to inspect the local trees with the Council. He will set up a time to walk the area with them and invite other Councillors.

Councillor Cuming asked District Councillor Haines about the mapping portal on SDDC website. He still believes that this is not correct. She is to talk to the maintenance team about the issue. The Clerk is also to write to SDDC and query the areas that it shows are SDDC responsibility.

12. Playground Inspection and Works Needed

Waiting on SDDC to replace the treads and swing seat as already agreed with them. No other outstanding moderate risks documented in the August playground inspection report.

13. Highways

Councillor Taft has chased DCC Highways about the resurfacing of the B5006. Councillor Cuming has reported various potholes and raised ironwork issues.

14. Speed Watch

Councillor Cuming advised that the speed watch activities were going well. He is currently looking into the process for procuring a Speed Activated Device (SID). He hopes that the Council can apply for one soon and suggests that one device is used but various sites are set up to enable the device to be moved around.

15. Portable Noise Monitor

The three-month trial ends next week. East Midlands Airport have asked if they can attend a Council meeting to give a short presentation. Councillor Cuming is to ask them to the January meeting.

16. Newsletter

Councillor Cuming has drafted a newsletter and will update after this meeting, ready for printing and distribution. A final decision remains outstanding on whether future newsletters will be circulated in paper or electronic format (paper copies will continue to be placed in the telephone box). The Chairman asked Councillor Cuming to solicit any 'last and final' representations on this matter, in the newsletter currently in-draft.

17. Remembrance Wreath

Resolved, all Councillors agreed to purchase a wreath. Councillor Taft to place at the war memorial on Remembrance Sunday.

18. To discuss and agree any response to any current Planning Applications

None.

19. Dates of future meetings

14th November 2023; 9th January 2023; 12th March 2024 and 14th May 2024.

20. Bank Signatories

Please note that Councillor Waters resigned before a mandate was signed to add her as a bank signatory. **Resolved, all Councillors agreed that Councillor Sullivan should be added.**

21. To approve payment of accounts as follows:

Resolved, all Councillors agreed to the payments, the grounds maintenance invoice can be authorised by the Chairman and Clerk under their delegated authority once it has been received.

| Date | Method of Payment | to whom paid | Particulars of payment | Total £ | VAT £ | Already paid under Clerk and Chairman Delegated Authority |
|------------|-------------------|------------------|---------------------------------------|---------|--------|---|
| 01/08/2023 | Bank transfer | Clerk | Salary (July 2023) | 247.68 | | Y |
| 01/08/2023 | Bank transfer | SDCC | Playground Inspection and maintenance | 65.58 | 10.93 | Y |
| 01/08/2023 | Bank transfer | L South | Website | 15.00 | | Y |
| 01/08/2023 | Bank transfer | DALC | Councillor training | 50.00 | | Y |
| 01/08/2023 | Bank transfer | H J Nicholls Ltd | Pavement tarmac | 5016.00 | 838.00 | |
| 12/08/2023 | Bank transfer | Clerk | Salary (August 2023) | 247.68 | | |
| 12/08/2023 | Bank transfer | H Sall | Lengthsman | 60.00 | | |

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|------------|---------------|-----------------------------------|---|--------|-------|--|
| 12/09/2023 | Bank transfer | SDDC | Playground inspection and maintenance plus multi-platform repairs | 385.58 | 65.93 | |
| 12/09/2023 | Direct Debit | Information Commissioner's Office | Data Protection Fee | | 35.00 | |

22. Payments Received

- i. 04/08/2023 HMRC VAT reclaim £1,156.02

23. Communications received since last meeting need updating

- i. NALC: Chief executive's bulletin x 9; Newsletter x 7
- ii. DALC: Newsletter x 2
- iii. DCC: Newsletter x 4; Parish and Town Council Liaison Forum: Monday 18 September 2023; Your Council Your Voice 2023 – Short Summer Survey (Derbyshire County Council)
- iv. SDDC: Tree; Contacting the council; Operational Inspection; Repton Area Forum; Smisby Jubilee Park - Children's Play Equipment; Inspection Report - July 23; Casual Vacancy; Smisby Play Area; Repton Agenda Pack
- v. South Derbyshire CVS: Funding Bulletin x 1; Health and Wellbeing Bulletin
- vi. District Councillor Haines: Safer Neighbourhoods Funding; Safer Neighbourhood Team
- vii. District Councillor Lowe: Community Contacts
- viii. EMA Summer Community Flyer
- ix. Parochial Charity: Council Trustees x 2
- x. Councillor Waters: Resignation
- xi. County Councillor Muller: District Review
- xii. BHIB: Your Local Councils Renewal – Terrorism Endorsement Wording Omitted; On 1st September, BHIB Councils Insurance will become Clear Councils
- xiii. South Derbyshire CVS: Funding Bulletin
- xiv. Co-option Application

The Chair thanked the Parish Councillors for attending and declared the meeting closed. The date of the next Parish Council meeting will be on Tuesday 14th November 2023 in Smisby Village Hall at 19:30.

Signed:



Date:

14th Nov '23