

MINUTES of the meeting of the GRASSMOOR, HASLAND AND WINSICK PARISH COUNCIL held on 19 December 2022 at the Grassmoor Community Centre.

PRESENT

Councillor P J Hemsley (in the Chair)

Councillors M Durrant, J Hartshorne, L Hartshorne, S Hinds, B Uknighted and J Wood.

Also in attendance – County Councillor J Woolley.

PUBLIC PARTICIPATION

There were no matters taken in public participation.

POLICE/PARISH LIAISON

There were no matters relating to the Police to report.

COUNTY COUNCIL MATTERS

County Councillor J Woolley attended the meeting to update the Parish Council on matters relating to the County Council.

Councillor Woolley reported that he and Councillor Cupit had supported the Reaching Out Christmas event, the Santa's Grotto and the Past and Present Group with funding from their Members Community Leadership Scheme.

Funding was also available from the County Council and the District Council to support cost of living crises and warm spaces initiatives. The Clerk reported that the Community Facilities Manager was looking to provide warm spaces in the Community Centre and the Pavilion in the New Year.

The Traffic Regulation Orders for double yellow lines at various junctions in Grassmoor were awaiting a decision following public consultation.

Councillor Woolley reported that the Capital Programme for 2023-24 had been approved. The only works proposed in Grassmoor was on Birkin Lane towards Temple Normanton to deal with flooding issues. Councillor Woolley asked Parish Councillors to contact him if any other works were required in the village. Issues previously reported on MacDonald Close which had not been included in the Programme, were noted.

Councillor Woolley reported that signs for the ponds warning of deep water had been ordered although there was a problem with obtaining the steel.

Councillor Cupit had provided an update in relation to the flooding in Barnes Park (See minute no. 3938 for details).

DISTRICT COUNCIL MATTERS

Councillor L Hartshorne reported that there were no matters relating to the District Council to report except to note the revised refuse collection dates over the Christmas and New Year period.

It was noted that the trees for the end of Oak Road had still not been planted. Councillor Hartshorne had contacted the District Council for an update on this.

3930. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors A H Booker, E A Hill, J Marriott, R W Marriott, and County Councillor C Cupit.

3931. DECLARATION OF MEMBERS INTERESTS

Councillors P J Hemsley, L Hartshorne, S Hinds and J Wood declared personal interests in the item relating to Grassmoor Community Centre as members of the Community Centre Management Committee (Minute no. 3935 refers).

3932. MINUTES RESOLVED that the Minutes of the meeting of the Parish Council held on 9 November 2022 be confirmed as a correct record and signed by the Chair.

3933. ACCOUNTS FOR PAYMENT

The Responsible Financial Officer presented for information, details of receipts and payments to 30 November 2022 which showed an overall balance of £157,524.11. The bank reconciliation had been circulated to every member by email.

The Responsible Financial Officer proposed to transfer £20,000.00 from the Council's current account to its capital account.

It was agreed that payments be authorised as detailed below:

Date	Details	Method	TOTAL	VAT Inputs
08.11.22	Kays Electronics - PA system	84BACS	£35.00	£5.83
08.11.22	Buster Marquees - Remembrance	85BACS	£378.00	£63.00
08.11.22	St Johns Ambulance - Jubilee	86BACS	£144.00	£0.00
24.11.22	R Ackrill - Postage	87BACS	£13.04	£0.00
24.11.22	Business Stream - waste water	88DD	£28.91	£0.00
24.11.22	Royal British Legion - collection money	89BACS	£81.34	£0.00
30.11.22	Black Box Signs - Pavilion Sign	89aBACS	£1,050.00	£0.00
01.12.22	Staff Salaries - November	90BACS	£2,649.99	£0.00
01.12.22	HMRC - PAYE	90BACS	£793.13	£0.00
06.12.22	GCC - Grant & Room Hire	91BACS	£2,032.50	£0.00
06.12.22	R Ackrill - Zoom Fee - Dec	92BACS	£14.39	£2.40
06.12.22	TV Licence - Pavilion	DD	£41.00	£0.00

06.12.22	BT - Pavilion	94BACS	£98.28	£16.38
06.12.22	R Ackrill – Zoom Fee - Nov	95BACS	£14.39	£2.40

- RESOLVED** to (a) note the report;
(b) agree the bank reconciliation and the summary of receipts and payments to 30 November 2022;
(c) approve the transfer of £20,000.00 from the current account to the capital account;
and
(d) approve the payment of accounts as detailed above.

3934. CHAIR'S ANNOUNCEMENTS

The Chair referred to a letter of thanks from the Grassmoor Past and Present Group and Mill Lane Allotments regarding Reaching Out event held in the Community Centre on 13 December. The letter also wished to thanked County Councillors Cupit and Woolley for part funding the Santa's Grotto event which had been held on 17 December.

3935. PARISH COUNCIL BUDGET AND PRECEPT 2023-24

The Clerk and Responsible Financial Officer reported on the Parish Council budget and precept for 2023-24.

The proposed budget made allowances where appropriate, for increases to allow for inflation and other known adjustments. The Clerk reported that given the uncertainties around the economy at present there was a certain amount of guess work in some of the budget estimates. It also proposed continued financial support for the Community Centre and the Community Pavilion. An allowance had also been made for elections as Parish Council elections were due in May 2023. An allocation had also been made for celebrations to mark the King's Coronation in May.

It was noted that the Parish Council was currently responsible for twelve grit bins in the Parish. The bins cost approximately £120.00 each to refill and were around £400.00 to purchase. The number of refills per winter season obviously depended on the severity of the winter. A request had been received for the siting of an additional grit on Regents Green which was on considerable slope. It was unclear at this stage whether Harron Homes would be purchasing a bin or whether it would fall to the Parish Council. Councillor L Hartshorne agreed to investigate this. The Parish Council agreed to provide an additional bin if Harron Homes would not do so.

It was also agreed that the Parish Council should investigate providing a Christmas tree and decorations in 2023.

In terms of income, it was not proposed to increase rents on either Mill Lane or Gill Lane Allotments. The fees for the Cricket and Football Clubs use of the new Pavilion had been agreed as had the fees for the pitch preparation.

It was proposed and seconded, that the Parish Council set a precept of £138,000.00 for 2023-24 which represented a 3.67% increase on the previous year.

The Clerk reported that it was a legal requirement for a recorded vote to be taken on budget resolutions. A recorded vote was taken on amendment as follows;

For: Councillors M Durrant, J Hartshorne, L Hartshorne, P J Hemsley, S Hinds, B Uknighthed and J Wood.

Against: None

Abstentions: None

A copy of the budget was attached as an Appendix to the minutes.

RESOLVED to (a) note the report;

(b) not increase the rents of the Mill Lane and Gill Lane Allotments;

(c) approve the budget as set out in the Appendix to the minutes; and

(d) set a precept of £138,000 which represented a 3.67% increase on the previous year.

3936. GRASSMOOR COMMUNITY CENTRE

The Clerk reported that he and the Responsible Financial Officer had met with Helena Stubbs from Rural Action Derbyshire (RAD) to progress the creation of a new Charitable Incorporated Organisation (CIO) to manage both the Community Centre and the Community Pavilion.

The issue as to whether Barnes Park and Winsick Park should be included in the new CIO was discussed. On reflection and on advice from RAD, it was felt that this would over complicate the new CIO and it was therefore agreed that they should not be included in the CIO. It was felt that it would be more appropriate to deal with the issue as part of an informal local agreement outside of the CIO.

The Clerk reported that he had circulated for information, a timeline for the establishment of the CIO. A formal resolution would be required from the Community Centre Management Committee to dissolve the existing charity and to agree to create the new CIO. RAD would provide the wording for the resolution.

As part of the process, certain essential legal work would need to be completed for which a solicitor would be required. It was agreed to ask Elliot Mather to act on the Parish Council's behalf. It was also noted that the Management Committee would also need to engage a solicitor.

The Clerk had agreed to research who owned the title to the land as this could be a potential cause of delay if ownership could not be established.

The Community Facilities Manager was working to reset the Centre's food registration licence which had previously expired. She was also looking to reset the sanitary bins contract which had expired during the Covid lockdown.

The Compassionate Voices Group would be using the Centre for a full day workshop in January followed by monthly hub sessions. A Gymnastics Club had booked the Centre for three sessions per week. The Toy Library sessions were due to start in February.

Councillor Hartshorne wished to thank staff at the Centre, the School and Sue Kelsall for their work on the Reaching Out Christmas Party.

RESOLVED to (a) note the report;
(b) not include Barnes Park and Winsick Park in the new CIO; and
(c) engage Elliot Mather to act on the Parish Council's behalf for the setting up of the new CIO.

3937. BARNES PARK COMMUNITY PAVILION

The Clerk reported that the problems with Eon Next and the solar panels were continuing. The Responsible Financial Officer was continuing to liaise with Eon Next and Lee Rowley MP was continuing to assist with trying to arrange a meeting on site to discuss the problems.

The current position relating to the creation of a new Charitable Incorporated Organisation (CIO) was noted as per Minute no. 3936 - Grassmoor Community Centre above.

The Community Facilities Manager was in the process of applying for a food licence for the Pavilion as it was a new building. It was noted that other organisations such as the Cricket Club and Big Local that prepared, cooked and sold food on the premises would also need to be registered with the Food Standards Agency.

The Pavilion signage had been put up today. The Community Facilities Manager was in the process of setting up a sanitary bin contract for the Pavilion. She was also looking at providing warm spaces sessions in the Pavilion in the New Year.

RESOLVED to note the report.

3938. PARISH COUNCIL AND SOCIAL MEDIA

The Clerk reported that he had circulated a draft job description and person specification for an Assistant Parish Clerk post with specific responsibility for social media. This was based on the National Association of Local Council's model job description for Parish Clerks and Assistants. Comments on the job description were welcome. It was proposed that the post would be for six hours per week. Provision had been made in the 2023-24 Budget.

RESOLVED to note the draft job description and person specification for further consideration at a future meeting.

3939. BARNES PARK AND WINSICK PARK

The Clerk reported that County Councillor Cupit had provided an update on the position regarding flooding in the Park. Yorkshire Water had confirmed that had been on site and undertaken camera work on the drains. They could not however, complete the survey owing to the need to clear silt from the drains which would require follow up work. The connection into the surface water sewer was not identified, but Yorkshire Water would be returning to site to confirm. It was felt unlikely that a continuous connection between the outfall in the south-east of Barnes Park and the surface water sewer in Norfolk

Avenue would be identified. They might however, identify if there was a point where an inlet would have allowed for an open channel to connect. When Yorkshire Water had been out on site to confirm if there was a connection or not a further update would be provided.

The Clerk expressed a general concern over the service received from the District Council in respect of the maintenance of the Parks. It was agreed to monitor the position going forward with a list of the issues to be compiled.

The District Council had indicated that the Jubilee seat would be installed in January which was some five months after the order had been placed. The District Council had confirmed that an order for a replacement rope swing had been placed. No response had been received from the District Council regarding the insurance claim and inspection reports. The Clerk reported that there was a post left in the ground from a piece of old play equipment. He had asked the District Council again if a replacement part could be found and if not, the post should be removed as soon as possible.

RESOLVED to note the report.

3940. COST OF LIVING CRISIS

The Clerk reported that he had posted links on the Parish Council's website and Facebook page to the County Council's advice and support information general health and wellbeing. This included the Orcha app, the "Grab a Cab" scheme and the "Turning New Year Resolutions into Reality" project.

RESOLVED to note the report.

3941. CCTV

The Clerk reported that NW Systems had apologised for the issues relating to the maintenance service which had been experienced recently. This was down to unavoidable staffing issues.

RESOLVED to note the report.

3942. MILL LANE ALLOTMENTS

The Allotments had held their annual Santa's Grotto event on 17 December which had been well received by all those attending (see also Minute no. 3934). Councillor Durrant indicated that he would continue to meet with the Allotment Association going forward in 2023.

RESOLVED to note the report.

3943. GILL LANE ALLOTMENTS

There were no matters relating to Gill Lane Allotments to report.

RESOLVED to note the report.

3944. GRASSMOOR LAGOONS, AVENUE WASHLANDS AND COUNTRY PARK

It was reported that the Green and Open Spaces Working Group was seeking the Parish Council's support for the completion of the connecting path from Mill Lane to the Avenue Washlands, including lighting in the tunnel. The support was agreed and it was also agreed that the Clerk contact Wingerworth and Tupton Parish Councils to seek their support for the project.

It was reported that the memorial bench had been ordered at a cost of £795.00 installed. The memorial oak tree in Barnes Park would be planted in January.

RESOLVED to (a) note the report; and
(b) agree to support the project for the completion of the connecting path from Mill Lane to the Avenue Washlands and to seek the support of Tupton and Wingerworth Parish Councils.

3945. BIG LOCAL

The Clerk reported that Big Local would be interested in looking at arranging joint activities to celebrate the King's Coronation. It was agreed that the Parish Council would consider ideas at the next meeting.

RESOLVED to note the report.

3946. CLIMATE CHANGE EMERGENCY

The Clerk reported that there were no new matters to report in relation to climate change.

RESOLVED to note the report.

3947. ADDITIONAL LIGHTING - DOCTORS PATH

The Clerk reported that the District Council had provided a quote for the work to install an additional light on the Doctor's pathway in the sum of £4,361.75 plus VAT. The Clerk was asked to confirm the proposed location of the additional lamp column and to enquire whether a double headed column could be installed.

RESOLVED to (a) note the report; and
(b) ask the District Council to confirm the proposed location of the additional lamp column and to enquire whether a double headed column could be installed.

3948. REMEMBRANCE SUNDAY - 13 NOVEMBER 2022

The Clerk reported that the Service had gone well although there had been some technical problems with the equipment. It was agreed that the cost of purchasing a PA system be explored for consideration at a future meeting.

RESOLVED to explore the cost of purchasing a PA system.

3949. APPOINTMENT OF EXTERNAL AUDITORS

The Clerk reported that PKF Littlejohn had been appointed as the Parish Council's External Auditor for the period 2022-2027.

RESOLVED to note the report.

3950. PLANNING MATTERS

Application No.	Description	Comments/objections/material considerations
21/00371/FL Woodleigh Motor Sales, North Wingfield Road Central England Co-op	Demolition of existing garage and construction of Co-op Local Food Store.	This application had been withdrawn.
22/001020/FLH 60 Windwhistle Drive Mr and Mrs Iliffe	Single storey side extension.	The Parish Council had no objections to this application.
22/01071/FL The Coal Yard, North Wingfield Road Mr D Atkinson	Section 73 application to vary condition 2 allowing 2 no. Units approved to be configured as 4 no. Units.	The Parish Council had no objections to this application.
22/00721/FL Sportsman Inn, 207 North Wingfield Road Mr L James	Construction of 3 dwellings.	The District Council had conditionally approved this application.

RESOLVED to note the report.

Meeting finished at 8.10pm.

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Chair

GRASSMOR, HASLAND & WINSICK PARISH COUNCIL				APPENDIX	
	2022/23 BUDGET			PROPOSED BUDGET 2023/24	
INCOME					
Precept	£133,106.00			£138,000.00	3.67%
Allotments Rent	£698.00			£698.00	
Sports Pitch Lettings	£1,952.00			£1,952.00	
Pavilion Rent	£2,895.00			£4,000.00	
TOTAL INCOME	£138,651.00			£144,650.00	
EXPENDITURE			ESTIMATED RESERVES		
ADMINISTRATION EXPENSES			at 31.03.23		
Staff Salaries (inc. NIC)	£32,500.00		£4,000.00	£34,800.00	
Administration & Insurance	£7,000.00		£2,000.00	£7,000.00	
Social Media Support	£0.00		£2,000.00	£4,500.00	
Allotments	£0.00		£2,000.00	£0.00	
PARISH PARKS & PAV					
Rates/Water/Electricity etc	£5,000.00		£2,000.00	£6,000.00	
Repairs & Maintenance	£20,000.00		£28,000.00	£30,000.00	
War Memorials	£0.00		£2,000.00	£0.00	
Park Project	£0.00		£0.00	£0.00	
Charity Support	£4,000.00		£14,000.00	£0.00	
Dog bins	£3,000.00		£0.00	£3,600.00	
CCTV Maint/Management	£7,000.00		£15,000.00	£5,000.00	
Bench - Country Park	£0.00		£0.00	£600.00	
COMMUNITY CENTRE					
Staff Funding	£24,000.00		£0.00	£30,000.00	
Contingency	£0.00		£15,000.00	£0.00	
PWLB LOAN Play Equipt	£5,375.00		£0.00	£5,252.00	
CEMETERY	£11,700.00		£0.00	£12,900.00	
GENERAL EXPENSES					
Courses/Subs	£0.00		£300.00	£0.00	
Donations	£3,000.00		£0.00	£3,000.00	
Chairman's Allowance	£0.00		£500.00	£0.00	
School/Youth Activites	£200.00		£600.00	£500.00	
ELECTIONS	£4,000.00		£4,000.00	£2,000.00	
BUS SHELTERS	£0.00		£8,000.00	£0.00	
HANGING BASKETS	£4,500.00		£0.00	£5,000.00	
FOOTPATH LIGHTING	£0.00		£5,000.00	£0.00	
TRADE REFUSE	£1,950.00		£400.00	£2,200.00	
WEBSITE	£500.00		£1,500.00	£0.00	
HIGHWAYS (grit bins)	£1,600.00		£0.00	£1,800.00	
Remembrance Sunday	£0.00		£0.00	£1,000.00	
Queen's Platinum Jubilee	£3,000.00		£0.00	£0.00	
Climate Change	£2,500.00		£5,000.00	£2,000.00	
King's Coronation	£0.00		£0.00	£2,000.00	
Contingency Reserve	£0.00		£20,000.00	£0.00	Est Res
Road Sign Repairs	£0.00		£0.00	£1,500.00	at 31/0/2024
TOTAL EXPENDITURE	£140,825.00		£131,300.00	£160,652.00	£115,298.00