

Minute 241

MINUTES OF THE EXTRAORDINARY MEETING OF WHILTON PARISH COUNCIL
held on Zoom on Wednesday 8th July 2020 - 7:30pm

Attendance: Parish Councillors – A Gilbert, J Hanslip, K Hiscock, A Lee, J Melling, R Smith (Chairman), District Councillor J Amos, S Porter (Clerk)

1. OPENING PROCEDURES

1.1 CO-OPTING OF PARISH COUNCILLOR – It was proposed by A Gilbert, seconded by A Lee and all voted in favour to co-opt **Mark Hampson** on to the Parish Council until May 2021. The Clerk will send the acceptance form and register of interests to complete. The roles and responsibilities will be reviewed at the next meeting.

1.2 APOLOGIES – Nil

1.3 DECLARATIONS OF INTERESTS – Personal or Prejudicial – Nil

2. APPROVE MINUTES OF THE MEETING held on **WEDNESDAY 13th MAY 2020** and **EXTRAORDINARY MEETING** held on **WEDNESDAY 3rd JUNE 2020** – It was proposed by R Smith, seconded by J Melling and all voted in favour that the minutes were an accurate record of the meeting and will be signed and dated by the Chairman.

3. MATTERS ARISING

3.1 Felled Willow Trees – Whilton Garden Centre – R Smith has visited the Garden Centre and had a discussion with the management. They have confirmed that the land at the front has been purchased from Whilton Carpets, along with the planning permission. They do have plans to build a new unit in the future. The Garden Centre confirmed that they had felled the willow trees as they were infested, they do plan to replace these, and are part of a longer term project along with the proposed development. It was suggested that the management are invited to a PC meeting in Spring 2021, to discuss the timescales involved.

3.2 DACT - Parish Transport Bus – Due to Covid-19 the DACT Bus is not operating.

3.3 Signage for the Railway Bridge – Whilton Locks – R Smith showed video footage of the Railway Bridge heading from the A5 turning. This shows that the signage on the actual bridge is obscured by tree branches. The Clerk will clarify the ownership of the tree from the neighbouring property and also ask for some additional cutting back of the hedge from the roadside sign. NCC have agreed to put an additional sign in by Whilton Mill to assist traffic from the other direction.

3.4 Gigaclear Installation – Whilton Village – There are still some minor issues throughout the village with the installation, and some properties are still to be connected.

4. PUBLIC TIME – Nil

5. COUNTY AND DISTRICT COUNCILLORS REPORTS

J Amos (DDC) – There is not a great deal happening at DDC at present. The plans for the Unitary Authority are pressing ahead. Zoom meetings are being held. There is an outline planning application in for 70 homes along Brington Road in Flore. Residents are asked to stay alert for traveller pitches being set up within the District, this has become much more of a problem recently.

6. THE SPINNEY – The PC await the balance of The Spinney funds once the bank account has been closed. The end of year accounts (to 31/03/2020) have been audited by Jon Brierley. R Bunce will handover all the paperwork to R Smith, who will pass to the Clerk for filing. There have been concerns mainly over an abandoned red paddling pool within The Spinney. This was being used by the Pre School during the hot weather but has since been removed. The area is now tidy and being well used by the children. A Gilbert proposed that the PC appoint a representative to liaise with the Pre School over any concerns or matters raised, and that J Melling be appointed to this role, seconded by R Smith, and all voted in favour. K Hiscock confirmed that there have been no working parties recently due to Covid-19; however these will start to return shortly. There is a large build-up of fallen wood in the stream which will need clearing.

7. VILLAGE HALL – There have been no committee meetings due to Covid-19. The Pre School have started back and this generates a much needed income. The Committee now awaits further government guidance with regards to taking bookings and holding events.

8. BUSINESS

8.1 Internal Audit Report 2019-20

* List of members interests – to be published on the website (statutory requirement under the Localism Act 2011 s29) – These will be added to the website by using a link to the DDC website.

* Internal Control Statement – The Clerk will produce a draft for approval.

* Health and Safety Policy – The Clerk will produce a draft for approval.

* Recruitment Policy – The Clerk will produce a draft for approval.

* Disciplinary Procedures – The Clerk will produce a draft for approval.

* Regular Payments List – The Clerk will produce a draft for approval.

* Lone Workers Policy and Risk Assessment – The Clerk will produce a draft for approval.

The S137 spending will be allocated in the Cash Book, and considered when budget planning for 2021/22. It was agreed by the PC that a Purchase Order system is not required for such a small Parish. A review of the minute numbering was discussed and it was agreed that this can be changed from May 2021, when the newly elected PC are in place.

8.2 Whilton Locks - Speeding Issues - It was confirmed that the 30mph speed limit has been approved for Whilton Locks and will be implemented late 2020.

8.3 Whilton Charities - Annual Report 2019/20 – Circulated to the PC. K Hiscock confirmed that there have been no grant applications made in 2019/20.

8.4 Brington Lane – Road Condition and Hedges – It was confirmed that the hedges cannot be cut during nesting season and that Althorp cut these on an annual basis, and this was last done in January 2020. NCC Highways have inspected the Brington Lane and confirmed that no action is required at the moment, but this area will be monitored.

8.5 Clerk's Performance Review – This will take place after the meeting with J Melling and R Smith.

8.6 VE Day Booklet - It was agreed that the village website would be an ideal place to post all the photos from around the parish celebrating VE Day. A dedicated page could be set up. This will need prior approval from the webmaster. J Hanslip will discuss with Gerry Healey and his details passed to R Smith for further discussions.

8.7 Covid-19 - PC Support to Local Businesses – It was agreed that no action is required at present, the situation is calming down.

9. FINANCE

It was proposed by J Melling, seconded by K Hiscock and all voted in favour to approve the following payments:

9.1 Income/Expenditure Update & Bank Reconciliation from May & June 2020

9.2 Accounts Paid (May to June 2020):

Online	S Porter – Clerk’s Salary May 20	£ 242.14	LGA 1972 s112
	S Porter – Clerk’s Expenses May 20	£ 18.00	LGA 1972 s112
Online	S Porter – Clerk’s Salary June 20	£ 242.24	LGA 1972 s112
	S Porter – Clerk’s Expenses June 20	£ 25.20	LGA 1972 s112
Online	123 Reg – Clerk’s E-Mail	£ 43.06	LGA 1972 s111
Online	123 Reg – Councillor’s E-Mail	£ 258.34	LGA 1972 s111
Online	Calico – Website Fee	£ 24.00	LGA 1972 s111

9.3 Payments Received (May to June 2020)

Nat West	Interest	£ 1.38
Donations	The Spinney – June 2020	£ 30.00
HMRC	VAT Return 2019-20	£1,494.58

9.4 Accounts to be paid online:

Orchard Print	Newsletter - Summer 2020	£ 195.60	LGA 1972 s142
Norse	Dog Waste Bin – Installation & Emptying	£ 639.61	LGA 1972 s111

Bank Balance (as at 30.06.2020)

Current Account	£ 12,817.02
Reserve Account	£ 4,276.61

It was agreed that the siting of the dog waste bin, which was recently installed, needs further discussion at the next meeting.

DATE OF NEXT PARISH COUNCIL MEETING – Wednesday 9th September 2020

Meeting Closed: 9pm