**Ironville Parish Council**

**Minutes of the Meeting of the Parish Council, held by Cisco WebEx on Monday 20 July 2020 at 7.13pm**

Present: Chairman: Councillor Cope

Councillors: R Tailby, T Bowler, P Smith, P Clark, R Mitchell. C Gent, and E Holgate

Absent: Councillor RL Daniel

Also, in Attendance: Kath Gruber (Parish Clerk)

4 members of the public

**NON-CONFIDENTIAL INFORMATION**

**FC/0720/01 Apologies for Absence**

None

**FC/0720/02** **Variation of Order of Business**

None

**FC/0720/03 Declaration of Members Interest**

Councillor Mitchell – Declared an interest in agenda item 7 (5) as a member of Team Tree

Councillor Tailby – Declared a personal interest in AVA/2020/0497 planning application

**FC/0720/04** **PUBLIC SPEAKING**

John Watson

* Introduced himself as newly appointed Village Warden

Louise Rowley

* Introduced herself as new Futures neighbourhood officer
* Advised she is keen to attend these meetings to discuss ways in which Futures and the Council can work together

David Wadsworth

Introduced himself as part of Futures Greenspace Team

Andy Cadman

Advised that deadline for articles for village newsletter is 23 August 2020

Asked Councillor Smith what was being done about the oil spill which he had reported to DCC

Derbyshire County Councillor Smith:

* Advised that DCC were operating with a reduced workforce due to Covid-19 and many employees will continue working at home until September 2020
* Libraries are beginning to be opened on a case by case basis
* Requested resident send him email response from DCC, with the reference number, so he could follow up the oil spill

Amber Valley Borough Councillor Smith

* New waste management contract began operating a few weeks ago and that recycling rates were increasing
* He has raised concerns regarding cycle ways and footpaths
* He is addressing the issues relating to bins at OAP centre

Resident (via Councillor Contact)

* Concerns about overhanging branches on play area, Cinder Bank – advised to contact the school as it is their responsibility

Resident (via Councillor Contact)

* Reported incident of fly tipping (Councillor Clark has already reported to DCC)

**FC/0720/05 Exclusion of the Public**

None

**FC/0720/06 Minutes of the Full Council Meeting**

**Resolved:** that the Minutes of theParish Council meetings held on 18 May 2020 were confirmed as a correct record under the Parish Council provisions for approval and will be signed by the Chair.

**FC/0720/07 Village Matters**

1. Defibrillator – cabinet has been delivered and will be installed with defibrillator
2. Watering IPC containers – Plantscape quote awaited, JB had offered to water this week which was gratefully accepted
3. Future Village Maintenance –concerns raised by residents in relation to trees, grass cutting, collecting grass cuttings from sheltered bungalows and wildflower area were highlighted alongside details of Futures maintenance programme. It was **Resolved:** that

* responsibilities of AVBC; DCC; Futures and IPC in relation to village maintenance are established, following which,
* the Council write to Futures to request a public meeting
* Futures are asked what public consultation was undertaken in setting out their new asset’s management procedure

1. Futures Noticeboard – Councillor Clark proposed that Futures are given permission to use part of the village noticeboard for a small charge. The Council **Resolved:** a)that Futures provide any notices for information to the Parish Clerk who would arrange for these to be posted on noticeboard and Council website; Facebook, if appropriate and b) no charge to be made as this is partnership working for the benefit of the village.
2. Christmas 2020 – nothing raised
3. Other environmental matters

* the Council noted that DCC were upgrading street lighting to LED
* Signage remains an issue and The Council **Resolved:** to contact DCC to establish changes to the changes already agreed.

**FC.0720/08 Village Action Plan**

Noted current position and **Resolved:**

* to create Action Plan from consultation responses received for sign off at September meeting
* organise a village walkabout with Councillors and volunteers to identify where there were opportunities to enhance the village with plants and flowers
* to co-ordinate training for speed watch volunteers
* Councillor Clark to share emails from AVBC on location of waste bins with the Clerk
* Futures to consult with the Council on the location of 2 new bins they are installing on King William Square

**FC/0720/09 Certificate of Exemption**

The Council certified that the conditions were met for being exempt from external audit and it was **Resolved:** to submit the declaration by the deadline of 31 July 2020.

**FC/0720/10 Council’s Systems of Internal Control**

The Council noted the Systems of Internal Control report prepared by the Clerk and the report of the Internal Auditor prepared on 17 June 2020.

**FC/0720/11 Annual Governance statement**

The Clerk read the annual governance statement on the 2019/2020 annual return, the Council considered that all matters had been met and **Resolved:** for the Clerk to indicate on the form that all statements had been met and directed that the Clerk and the Chair sign the same.

**FC/0720/12 Website Accessibility Requirements**

The Clerk advised the Council that an assessment against new criteria required to ensure compliance by 23 September 2020 and it was **Resolved:** that the Clerk produce a website accessibility statement and follow the website provider’s advice on future content on the website

**FC/0720/13 Village Warden**

The Council discussed the recent process and **Resolved:**

1. To appoint John Watson as Ironville Parish Warden with effect from 27 July 2020.
2. To allocate job list including litter picking; reporting fly tipping clean bus shelters; checking play areas; clearing overhanging hedges once discussion and agreement with DCC
3. To purchase PPE and tools ensuring costs do not exceed those approved when resolving to appoint village warden (minute reference **FC/1119/08)** set out in schedule 2
4. To proceed with purchase of storage container to be placed on allotment site
5. To contact AVBC regarding purchase of new trade waste bin

**FC/0720/14 Finance**

1. **Accounts for Payment**

The Council considered the payments for month ending July 2020, as attached at Schedule 1, and **Resolved:** this schedule of accounts to be initialled and approved by the Chairman, with payments made by bank transfer.

1. **S137 applications**

None

1. **Year End Accounts 2019/20**

The Council noted the Year End accounts presented in the Annual Governance and Accountability Return and **Resolved:** To approve the accounts and to direct the Chair to sign as approved

4 **Accounting Package**

The Council considered the costs of Scribe accounting package and the added value it would bring and **Resolved:**  to approve purchase

5 **Bank Reconciliation**

The Council reviewed the bank reconciliation report to 31 March 2020 and **Resolved:** to approve and that Chair and Vice Chair sign and date

**FC/0720/15 Annual Accounting Statement on the Annual Return**

The Clerk read the annual governance statement on the 2019/2020 annual return, the Council considered that all matters had been met and **Resolved:** for the Clerk to indicate on the form that all statements had been met and directed that the Clerk and the Chair sign the same.

**FC/0720/16 Report of the Clerk**

* **Action plan and actions arising from the last meeting**

The Clerk updated the Council as to progress on the Action Plan and matters arising from the May 2020 meeting.

* **General Correspondence**

Noted

**FC/0720/17 Consultations**

None

**FC/0720/18 Derbyshire Association of Local Councils**

The Council noted the contents of Circular 06/20

**FC/0720/19 Planning Applications**

The Council reviewed the planning applications and **Resolved:**

* To raise an objection to AVA/2020/0458 on the basis that height information on CCTV poles was not available
* To support application AVA/2020/0497

**FC//0720/20 Items for information only**

* To receive reports from representatives on outside bodies

None

* To receive any other items for information only and items to be included on the next agenda
* Christmas (to be standing agenda item)
* Christmas Tree
* Skip date and location
* Parish warden attendance at Council meetings (November 2020)

**FC/0720/20 Date and Time of Next Meeting**

It was **Resolved:** that the next meetings of the Parish Council will be held on 21 September 2020 @ 7pm. Meeting will be held at Ironville Community Room or by Cisco Webex depending on Covid-19 restrictions. The Council received and accepted apologies from Councillor Paul Smith

The meeting closed at 20.52pm

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| **Schedule 1 Payments**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Date** | **Description** | **Payee** | **Net** | **Vat** | **Gross** | | 20/07/2020 | June/July Wages | K Gruber | 503.26 |  | 503.26 | | 20/07/2020 | Bus Shelter Cleaning | Shelter Maintenance | 30.35 | 3.79 | 34.14 | | 20/07/2020 | Trade Waste | FoCC | 23.66 |  | 23.66 | | 20/07/2020 | Hanging Baskets | Plantscape | 1434.80 | 286.96 | 1721.76 | | 20/07/2020 | Banner | Kaydor | 30.00 |  | 30.00 | | 20/07/2020 | Compost | Jack Brown | 8.33 | 1.67 | 10.00 | | 20/07/2020 | Internal Audit | Brian Wood | 100.00 |  | 100.00 | | 20/07/2020 | Insurance | Came & Co | 405.82 | 42.70 | 448.52 | | 20/07/2020 | Skip | Derwent Waste | 358.20 |  | 358.20 | | 20/07/2020 | Xmas Lights (2019) | Platinum | 993.90 | 198.78 | 1192.68 | | 20/07/2020 | Expenses | K Gruber | 136.10 |  | 136.10 | | 20/07/2020 | HMRC | PAYE | 125.80 |  | 125.80 | | 20/07/2020 | Daffodils | P Clark | 100.00 |  | 100.00 | |  |  |  |  |  | |  |  |  |  |  |  |   **Schedule 2 \_ Parish Warden Costs**   |  |  | | --- | --- | | **Expenditure** | **Annual Cost** | | Tesco Mobile Phone | £96 | | Waste Licence | £244 | | PPE (work boots) | £50 | | PPE Protective (embroidered) clothing (see note 1) | £150 | | PPE Protective Wear (see note 2) | £50 | | Zedal Supplies (based on previous year but needs assessing) | £172 | | Tools (see note 3) | £700 | | Annual Servicing (estimated) | £200 | | Training | £500 | | Tool Storage (estimated) | £120 | | Trade Waste | £330 |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |

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