

## **Minutes of the Ordinary Meeting Held at the Brailsford and Ednaston Institute, Main Road, Brailsford, Ashbourne DE6 3BT**

**Monday 10<sup>th</sup> August 2020**

### **Attending**

Councillors: Tony Taylor (Chair), Alvin Baker (Vice Chair), Sue Walker & Ian Crabtree

Also: Sian Bacon (Parish Clerk), and 2 Parishioners.

### **20/22 Apologies for Absence**

Cllrs Hugh Tyler & Cllr S Bull (DCC) (Coronavirus shielding)

### **20/23 Public Participation**

Members of the Public commented that:

1. Cllr Walker reported that after bin collections there was frequently broken glass and litter left in the road around the village. The Clerk will report this to the District Council and Cllr Walker agreed to provide photos for evidence.

### **20/24 Declarations of Member's Interests**

There were no declarations made.

### **20/25 Approval of Minutes for the Meeting held Monday 2<sup>nd</sup> March 2020**

It was **RESOLVED** to approve the minutes of the meeting held on Monday 2<sup>nd</sup> March 2020 as a true record and the minutes were signed by the Chair.

### **20/26 Matters Arising from the Previous Meeting**

There were no matters arising that were not on the agenda.

### **20/27 Dates of the Public Rights and Publication of the Annual Governance and Accountability Return**

The Clerk reported that the dates of the Public Rights this year would be Tuesday 1<sup>st</sup> September to Monday 12<sup>th</sup> October 2020.

### **20/28 Annual Audit - Approval of the Certificate of Exemption 2019/20**

It was **RESOLVED** to approve the Certificate of Exemption 2019/20 as presented by the Clerk.

### **20/29 Annual Audit - Approval of the Annual Governance Statement 2019/20**

It was **RESOLVED** to approve the Annual Governance Statement 2019/20

## **20/30 Annual Audit - Approval of the Annual Accounting Statement 2019/20**

It was **RESOLVED** to approve the Annual Accounting Statement 2019/20

## **20/31 Annual Audit - Approval of the Annual Governance Statement 2019/20**

It was **RESOLVED** to approve the Annual Governance Statement 2019/20

## **20/32 Annual Audit – To note the Internal Audit Report 2019/20**

The Clerk reported that there were no issues raised by the Internal Auditor Mr J Marriott for the previous financial year.

## **20/33 Approval of the Parish Council Insurance 2020/21**

It was **RESOLVED** to accept the quote of £163.30 from BHIB insurers for 2020/21.

## **20/34 Payment Authorisations**

It was **RESOLVED** to pay the following payments:

- I. DALC – Subscription 2020/21 – £179.40
- II. BHIB – Insurance 2020/21 – £163.30
- III. Brailsford & Ednaston Institute – Room Hire - £25
- IV. DJ Baker – Mowing - £450.00
- V. Information Commissioners Office – GDPR Fee by Direct Debit - £35
- VI. Bill Ellis – Website - £143.69
- VII. Eon – Phone box Electricity – £55.07
- VIII. J Marriott – Internal Audit - £125.00
- IX. Shirley PCC – Community Space Rental June & July - £691.86
- X. Shirley PCC - Community Space Rental August & September - £665.50

## **20/35 Income Received**

- I. DDDC – Precept - £6028.00
- II. Funeral Income - £1516.00

## **20/36 Community Space Rental Agreement**

Cllr Taylor reported that the Community Space rental agreement had been signed in May.

## **20/37 Keep Britain Tidy Village Litter Pick - September 2020**

It was agreed not to move forward with a September litter pick due to the length of the grass verges and instead to run one in the spring time if Coronavirus restrictions permitted.

## 20/38 Parish Clerk's Report of Ongoing Matters

1. **Drains** – The Clerk reported that the drains map had been given to Cllr Bull (DCC) and he would put this into the officers once he was allowed into County Hall once again. In the meantime, the Clerk had sent the drains map to Cllr Bull's secretary. It was noted that there was still a deep clean of several drains in the village required.
2. **Verge Cutting** – The verges were cut early this year and the Clerk will request another cut as they have grown a lot over the summer period
3. **Wormsley Lane** – The Clerk reported that this was now on the maps for County Council so issues can now be reported.
4. **Hedges around the Village** – The Clerk reported that she had reported the problem hedges from the last meeting to the social housing companies who have agreed to organise the work. Cllr Crabtree noted that he was not allowed to cut hedges until September. It was decided the Council would give the Clerk a list of properties with problem hedges and the Clerk will report these.
5. **Tree Branch at Shirley Hall Farm on Derby Road** – Cllr Crabtree reported that an Open reach representative had been to the farm and Cllr Crabtree had relayed the information that it was the Landlord's responsibility. The Clerk reported that Cllr Shirley (DDDC) had responded that it was BT's responsibility. The Clerk will write to Cllr Shirley again requesting that the issue be resolved. Cllr Crabtree noted that the cable was also in the ditch which will need cleaning out but this cannot be done with the cable there.

## 20/39 Shirley Sports and Social Association Committee Update

Mrs D Leeney gave the following update to the Clerk:

The Sports Field toilets remain closed. We do not have the resources to clean them as regularly as required by the Government's Covid-safe guidelines. This situation is unlikely to change in the foreseeable future.

The football Summer League has been officially cancelled for the rest of 2020, so no league football will be played at the sports field this year. Consequently, we have received no income from Weston. The shortfall, amounting to £350, has been compensated for by income from the 100 Club.

The first two 100 Club prize draws have been held in private due to lockdown, but the draws were broadcast live on Facebook and all prizes have now been allocated. The next draw will be on Sunday 29th September at 6.15pm. We hope to draw it in public at the pub. Thanks to all who bought tickets, and to those lucky winners who generously ploughed back their prize money.

The field has been mowed regularly, to keep it playable by youngsters in the village. We have published Covid-safe working guidelines for our volunteers and we have a small group of regular workers. Many thanks to them all.

Pitch marking-out has not been done as regularly as usual, because of the suspension of football. We only mark out now to preserve the location of the lines. A goal net has been put up, with the kind permission of its owners, Weston, to allow local youngsters to have a targeted kick-about. Unfortunately, this has attracted unwanted interest from some Ashbourne senior team players, who managed to break a window in one of the portacabins. This has now been replaced with a toughened unit at a cost of £90.

Our Public Liability and Loss insurance has been renewed (approx. £750). It has been made a condition of our cover that we close the field to the public when we are mowing. We now mark the field as closed while we mow, and we announce our intention to mow in advance on the Village WhatsApp group.

Moles returned to the field in July, doing more damage to the pitch, and we have dealt with them, thanks again to Jim Willis.

We have spent time and effort getting the Jacobsen hydraulic mower ready for service, which makes us less reliant on the ageing David Brown tractor and Gang Mowers. Towards the end of the year we will be preparing a strip of ground for a small meadow area, at the suggestion of Village residents. The aim is to provide for more diversity of flora and fauna, and a restful place to relax.

## **20/40 Pot Holes Update**

Cllr Crabtree reported that he had no new complaints recently but will report any that are reported to him. The Clerk reported that Cllr Bull (DCC) had given the update that the County Council had caught up on many of the reported potholes over the Covid 19 crisis. Cllr Taylor noted that the Park Lane Drain issues had been solved by the estate.

## **20/41 Planning**

Enforcement Case - ENF/20/00106 – The Clerk reported that there was currently a case open about a front door that is believed to be in the Conservation area and has been painted an unusual colour.

## **20/42 Neighbourhood Watch**

Cllr Tyler had sent apologies for the meeting so there was no Neighbourhood Watch update.

## **20/19 Churchyard Maintenance**

### **General Maintenance**

It was noted that a better job was required on the bottom part of the Churchyard due to complaints. Cllr Baker will discuss this with the contractor. The hedge has also been raised with the contractor and he will cut this. Cllr Baker noted that other parishes have been cutting less and leaving the churchyards overgrown. Cllr Taylor reported that the churchyard required some work on the yew trees so that underneath the trees can be cleared. There are also issues with a holly bush rubbing on the monument. The Clerk will request the Tree Officer advise on tree works as the churchyard is in a conservation area. The Council will then look for quotes to do the work.

### **Wall Repairs Update – Future Repairs and Costs**

The Clerk reported that her contact at the District Council had now retired and most staff were not back in the office at this time. The contact has not yet been replaced so the Clerk will try to get a response from the burial ground department replacements when they come in.

### **Purchase of Storage Box for College Equipment**

It was agreed to look at the purchase of a storage box for the college repair equipment once things are up and running again and the College was allowed to resume work.

## **20/44 Provision of Litter Bins**

Cllr Baker reported that he had been contacted by a resident who had requested more litter bins around the village due to the volume of litter left around the village, which has been exacerbated by the lockdown. The Clerk will look to see what the costs will be and report at the next meeting when the litter volumes can be assessed more clearly.

## **20/45 Free Tree Packs from The Woodland Trust**

Cllr Baker raised the idea of applying for a free tree pack from the Woodland Trust and look to create a wood as a community project. It was noted that land would be required for this. It was agreed that the Council were not currently interested in furthering this idea.

## **20/46 Depositing Parish Council Minutes from 2000 to 2015 into the Records Office**

Cllr Baker reported that he had contacted the Records Office and they are currently storing the Parish Council Records until 1999 but there are no other minutes after

this date. The Clerk had looked at what minutes were in her position with a view to making a deposit. The Clerk has the minutes from 1999 to May 2006 then there is a gap until 2014 where the Clerk does not have the minutes. The Councillors agreed to ask previous clerks if they have copies of the minutes in their position. The Clerk will put together a policy for archiving the records in the Records Office.

It was **RESOLVED** to archive all minutes, once located, up to 2019 and continue to do so on a minimum 10 yearly basis.

## **20/47 Website Accessibility Regulations**

The Clerk reported that Mr Ellis was in the process of making the website compliant with the new accessibility regulations and this should be achieved by the next meeting.

## **20/48 Correspondence**

The Clerk reported that correspondence had been received from the following:

1. **DCC** – The A52 will be having a look at speed limits with possible changes which may affect traffic near the village.

## **20/49 Date of the Next Meeting**

The date of the next meeting will be Monday 7<sup>th</sup> December at 19:30hrs with the location to be confirmed.

**The meeting closed at 8.53pm**