

Denton Parish Council Parish Council Meeting

Monday 13 July 2020

Parish Council Meeting 1930 – 2100 hrs

Held by Video Conference

Minutes

COVID - 19

In accordance with the Denton Parish Council COVID 19 (Coronavirus) Business Continuity Temporary Parish Council Policy Document, all scheduled face-to-face public meetings will be cancelled for an initial 4 month period (or as circumstances dictate).

Accordingly, Council meetings will be conducted by alternative means. Currently, the Council have chosen to use the virtual GoToMeeting application.

NB: This meeting was recorded.

Agenda Serial	Discussion Item
1	Welcome Address – Meeting Chair a) The meeting was opened by Cllr J. Bell – Vice-Chair. b) All were thanked for their attendance via video link.
2	Attendees: a) <u>Parish Council:</u> Cllr J. Bell (Vice-Chair), Cllr S. Bellamy, Cllr M. Crush and Cllr S. Turtle. b) <u>Parish Clerk.</u> Mr J.McCloskey c) <u>Public:</u> 2 members of the public were in attendance via video link.
3	Parish Councillor Apologies: Resolution to Accept a) No apologies had been received.
4	Minutes of Previous Meetings: Resolution to Approve: a) Parish Council Meeting of 11 May 2020. <i>Resolution Passed – Minutes approved as a true and accurate record.</i> b) Extraordinary General Meeting of 8 June 2020. <i>Resolution Passed – Minutes approved as a true and accurate record.</i>
5	Parish Council Declarations Of Pecuniary Interest: Resolution to Note: a) None.
6	Public Forum: Presentation/Discussion (15 Minute). a) A member of the public present wished to pass on his thanks through the Parish Council to those of the village community who volunteered to clear the Denton Reservoir of litter discarded by visitors to the area. It asked

	<p>that their efforts be recognised by both the Parish Council and the Welby Estate.</p> <p>Resolution Passed: To take “off line” and discuss the appropriate format to thank the volunteers for their hard work and efforts, with either a certificate or plaque for the village noticeboard.</p>
7	<p>County and District Council: Update</p> <p>a) LCC. Cllr Adams gave an update on County Council funding requirements:</p> <ol style="list-style-type: none"> i. Adult Social Care. ii. School Transport. iii. Additional costs due to COVID 19 iv. End of Year Deficit of £5.2m. v. Additional central Government funding. <p>b) SKDC. The SKDC Councillor was not in attendance. Cllr Adams updated on known District matters.</p> <ol style="list-style-type: none"> i. Funding deficit. ii. Future High Street funding iii. Regeneration fund of circa £9m. iv. Devolution project – No extra funding unless elected Mayor by unanimous vote. v. Expected post COVID 19 cost saving requirement.
8	<p>Discussion: Lincolnshire Police: Update</p> <p>d) Lincs Police representative not in attendance and no update/information available.</p>
9	<p>Parish Clerk : Update</p> <p>a) Community Cleaner</p> <ol style="list-style-type: none"> i. Monthly reports submitted regularly and satisfactory. ii. Draft contract distributed to councillors for review of TOR's/Risk Assessment. <p>Resolution for review of contract and risk assessment. Cllr Turtle to review and advise council further.</p> <p>b) Extant Actions.</p> <ol style="list-style-type: none"> i. Up to date. No outstanding actions for report to council.
10	<p>Parish Council: Update and Discussion</p> <p>a) Extant Items.</p> <ol style="list-style-type: none"> i. Phone Kiosk. Cllr Bellamy reported the repainting and refurbishment of the kiosk was underway and, weather permitting, would be completed shortly. The Parish Council thanked Cllr Bellamy for her work in restoring a village asset. ii. Play Area. Remains and agenda item for future review (Cllr Bell) The Parish Council resolved to review updating and improving the play area to include: <ol style="list-style-type: none"> 1. Community Grant (Moy Park) 2. Friendly bench/seating area. 3. Removal of SKDC “No Ball Games” restriction. 4. Short and medium term improvements. iii. Defibrillator training, use and maintenance. Cllr Turtle updated the council on the availability of appropriate training provided by LIVES. Training could be provided in the village hall and would be valid for 1 year. LIVES may also be able to advise on servicing and maintenance of the unit. The Parish Council resolved to availability of funding for the

training and to request the village hall committee to support the project. Appropriate signage to highlight the availability and location of the unit to be obtained and placed in appropriate locations.

Parish Clerk was requested to contact former Cllr, Mr K.Hiley for any information relating to records for purchase, installation and servicing of the unit.

iv. WW1 Memorial Pump Project.
Cllr Bellamy advised that although all was in place to complete the project, this was presently on hold until coronavirus restrictions were eased to allow work to take place.

v. Village approach roads – welcome signage. (Cllr Bellamy).
The Parish Council discussed the need to reduce speeding through the village and if by siting the “gate” type welcome signs on approach roads into the village if this would have an impact. Locations discussed were Belvoir Road and Casthorpe Road which would require four signs, one on each side of both roads.

The Parish Council resolved:

Cllr Bellamy to seek quotes for suitable types.

Parish Clerk to contact LCC Highways for advice on the procedure for applying and installing signage.

b) New Items.

i. Conservation Area.
Netherfield Oak. Investigate establishing a Tree Preservation Order (TPO).

The Parish Council resolved to establish a TPO on the tree known as the “Netherfield Oak” and if any such request would need to come from the Parish Council as a body.

Parish Clerk requested to contact SKDC regarding process for applying for a TPO.

ii. Rights of Way Improvement Plan (ROWIP).
No further information was available on this matter.

No resolution was passed, however the Parish Clerk would make further enquiries.

iii. Denton Reservoir.
The ongoing problems caused by excessive littering around the reservoir were discussed and options considered to increase signage in the area.

Cllr Crush recommended that no decision be made on the Parish Council providing signage until after a meeting with the representatives from the Canal and River Trust had taken place.

The Parish Council agreed to await outcome of the meeting with the C&RT until making a decision on signage.

Parish Clerk to re-contact the C&RT and arrange a site meeting as soon as possible.

The Parish Council resolved to formally thank those volunteers from the village who were continuing to keep the area clear of waste and litter.

Parish Clerk to draft message of thanks for noticeboard and Website.

	<p>iv. Village speeding and damage, including SID Data Report. Speeding through the village continues to be a problem and the SID data provided shows speeds of up to 60 and 70 mph, mainly during the later evening. An incident occurred where a vehicle had mounted the footpath at the village hall damaging the gate and vehicles noted racing side by side along Main St. Lincolnshire Police PCSO had been notified of problems and advised and incidents reported via 101 to ensure they were recorded and monitored.</p> <p><i>The data of the SID would continue to be monitored and the Parish Clerk to contact Lincolnshire Police/PCSO to inform them of the problem.</i></p>
11	<p>RFO Financial Report: Resolution to approve (Annex A)</p> <p>a) Accounts Reconciliation.</p> <p>b) Income.</p> <p>c) Expenditure:</p> <p>i. Authorisation of outstanding invoices received.</p> <p>ii. Pre-authorisation of invoices/payments expected.</p> <p>iii. Staff Salaries and HMRC payments to date.</p> <p><i>The Parish Council resolved to approve the RFO Financial report and that:</i></p> <p>a. <i>Reconciliation balance was accurate and correct.</i></p> <p>b. <i>Income received was properly banked and recorded.</i></p> <p>c. <i>Expenditure was correct and properly authorised and pre-authorised where appropriate.</i></p>
12	<p>Planning Applications: Discussion</p> <p>a) Applications Received for Parish Council Representation:</p> <p>i. Application No: S20/0788 Proposal: Demolition of an existing conservatory and erection of single storey rearextensions. Location: 73-74 Spring Cottage , Main Street, App Type: Householder Representations Sent to SKDC: 14 July 2020 <i>The Parish Council felt detail in this application was not detailed enough to make an informed view and resolved that a representation to SKDC be made for further details..</i> <i>Parish Clerk to action</i></p> <p>ii. Application No: S20/0863 Applicant: Mr Mark Byrne Proposal: Proposed single storey extension to the rear of existing dwelling Location: 4 Church Street, Denton, Representations Sent to SKDC: 24 June 2020 <i>The Parish Council felt there were a number of concerns regarding this application but in the main regarding removal of existing hedgerow, impact on the immediate area and access issues.</i></p> <p>b) Applications – SKDC Decision Notifications: No notices received at time of meeting.</p>
13	<p>Correspondence and Communication: Review</p> <p>The Parish Council felt the need to thank those volunteers from the community who were keeping the reservoir area tidy was of importance and discussed how best to communicate this, either by newsletter or certificate of recognition. It was agreed there was a need to communicate with the residents of Denton and to inform the community of events and items of interest.</p>

	<p><i>The Parish Council resolved to review the need for a newsletter and the Parish Clerk requested to draft a suitable format for display on the village noticeboard.</i></p> <p>The Parish Clerk updated the council on the new Parish Website supported by LCC. The old website will continue to run side by side until December 2020 when it will be “switched off”.</p> <p><i>Parish Clerk to attend refresher training and begin to migrate information to new website over the coming months as time permits.</i></p>
14	<p>New Business for Next Meeting: Review</p> <p>The Parish Council recognised the need to elect a new Council Chair and recruit new councillors.</p> <p><i>The Parish Council resolved to include as an agenda item at the next council meeting to review options and discuss. (Also Item 15 below)</i></p>
15	<p>Closed Session (If Required for Confidential and Personnel Matters)</p> <p><i>The Parish Council went into a closed session at 21:00 to discuss confidential matters.</i></p>
16	<p>Meeting Close and Next Meeting.</p> <p>The meeting formally closed following discussion at item 15.</p> <p>The next meeting is scheduled for: Monday 12 October 2020 @ 19:30hrs (7:30pm).</p> <p>Meeting agenda will be posted on Wednesday 7 October 2020 and any items for inclusion must be received not later than 6pm Monday 5 October 2020. Format dependant on Government review of COVID 19 restrictions with regards to social distancing rules.</p> <p>Members of the public are invited and encouraged to attend the meeting subject to compliance with extant COVID 19 restrictions.</p>

Minutes Action:

Minutes to be accepted by the council and signed as a true and accurate record of the meeting at the Parish Council meeting of the 10 October 2020.

Signed Off: Soft Copy Draft Only. E&OE

Minute Reference: TBN

Date: TBN

Name: TBN

Signature: (File Hard Copy to be Signed when restrictions allow)



Clerk J. McCloskey

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RFO Financial Report

Agenda Ser
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Denton Parish Council - Account Reconciliation

Period

1 June - 30 June 2020 (AP03)

a i. Accounts Reconciliation

Bank Reconciliation	Actual	Forecast
Date	01-Jun-20	01-Jul-20
Opening Balance	13,712.06	13,923.43
Income	453.44	0.00
Expenditure	242.07	292.80
Closing Balance	13,923.43	13,630.63
Date	30-Jun-20	31-Jul-20

b Income

Date Received	Payment in Respect of:	Debtor	£
i 09-Jun-20	Community Cleaner Grant	SKDC	453.44

Payments made (Signed cheques or email authorised BACS)

c

Date Paid	Service/Item	Payee	£ (Inc VAT)
i 26-Jun-20	COVID 19 Assistance (Masks/Gel)	Clr Skelton	53.37

d Authorisation of outstanding invoices received.

i None outstanding at this time

e Pre-authorisation of invoices/payments expected

Date Due	Payment in Respect of:	Payee	£ (Inc VAT)
i 22-Jul-20	PAYE Quarter 2	HMRC	76.40

f Staff Salaries and HMRC payments to date:

Pay Date	Pay Period	Payee	£ Net
i 30-Jun-20	AP03	Parish Clerk	131.14
ii 30-Jun-20	AP03	Community Cleaner	57.56

iii	Clerks salary inclusive of authorised hours in excess of contract	6.5
	£ Per Hour	9.96
	Total £	64.74
iv	Cleaners salary inclusive of Gross PAYE recovery Dec 19 and Jan 20	12.20

