

Kniveton Parish Council

Minutes of the Parish Council Meeting, held remotely by Cisco WebEx on Tuesday 7 July at 7pm

Present: Chairman: H. Nelson
Councillors: R Savidge and J Bradbury

Apologies: Councillor: R. Barnett

Absent: Councillor: L. Rose; G. Bates

Also, in Attendance: Kath Gruber (Parish Clerk)
1 members of the public

NON-CONFIDENTIAL INFORMATION

FC/0720/01 Apologies for Absence

Apologies were received and accepted from Councillor Barnett

FC/0720/02 Variation of Order of Business

None

FC/0720/03 Declaration of Members Interest

The following interests were declared:

- Parish Field - Councillor Bradbury

FC/0720/04

None

FC/0720/05 Exclusion of the Public

In view of the confidential nature of item 13 (2) (staffing matters) it was **Resolved:** to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item

FC/0720/06 Minutes of the Parish Council Meetings

Resolved: that the minutes of the Parish Council meeting held on 12 May 2020 were confirmed as a correct record under the provisions for approval and will be signed by the Chair

FC/0720/07 Village Environment

- **Planters**

Plantscape have installed the planters however the location needs to be moved as traffic is causing damage to the flowers, it was **Resolved:** to request one planter is moved nearer to the well

- **Village Pump**

It was **Resolved:** to contact Peak Waste for support renovating the village pump

- **Grit Bins**

Signed _____ Dated 7 July 2020

The Council noted that clarification from DCC is still awaited and it was **Resolved:** to escalate this to Councillor Ratcliffe

- **Telephone Kiosk**

The box has been sanded down and paint ordered for the village warden will finish the outside renovation works. It was **Resolved:** that Councillors Savidge and Nelson to assess what materials are needed for the shelving inside and whether electrics are cut off.

- **Playground Repairs**

It was **Resolved:** to contact Fox landscaping and 2 others for quotes on playground field grounds work .

- Moles

Councillor Bradley reported that there were moles in the school playing field and it was **Resolved:** to contact J Bradley (junior) and one other for a quotes

FC/0720/08 Highways and Footpaths

- Footpaths – a short extension to completing sign up to Minor Maintenance scheme has been secured.
- Councillor Bradbury reported presence of moles and it was **Resolved:** to obtain quote for removal
- Stiles in need of repair, Cllr Bradley advised those on flat land were the landowner's responsibility and bridges on watercourses are the responsibility of DCC. It was **Resolved:** Cllr Nelson contact DCC to report those stiles needing repair
- Stone fallen into culvert on Pethills Lane – it was **Resolved:** Cllr Nelson to report to DCC
- Overgrown hedges on Longrose Lane - it was **Resolved:** Cllr Nelson to refer to DCC.
- Fallen dry stone wall – it was **Resolved:** the clerk contact Standlow holiday cottage owners

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 Systems of Internal Control

This item was deferred pending finalising figures for internal audit

FC/0720/11 Annual Governance Statement

This item was deferred pending finalising figures for internal audit

FC/0720/12 Report of the Clerk

- **Action Plan**

The Council noted the updated report, progress and matters arising from the last meeting and also noted that the Clerk's priority over next few weeks would be the end of year finances and audit requirements.

- **General Correspondence**

The Council noted the general correspondence.

FC/0720/13 (1) Village Warden Tasks

Following tasks agreed:

- renovating the telephone box
- unbolting the pump

It was **Resolved**: Cllrs Savidge, Nelson and the parish warden meet on 10 July to agree which hedges require cutting back and frequency; identify trees to be cut back and any village signs needing to be cleaned

FC/0720/14 Consultations

None

FC/0720/15 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 set aside a day to undertake this work.

FC/0720/16 Derbyshire Association of Local Councils

The Council noted the contents of Circulars 05/2020 and 06/2020

FC/0720/17 Finance**a) Payment of invoices**

- The Council considered the monthly payments as attached at Schedule 1 and **Resolved**: to approve the payments.
- The Council discussed the outstanding payment to the **Get Together Club**, noting that a) the original cheque issued in March had been paid in just as the Council's bank account transferred b) the bacs payment approved in May was shown as paid on the Council's bank statement. The Council noted the Club had changed their bank account, so it was likely the monies were in a holding account. They noted that the Clerk had asked the Club to contact their bank requesting monies transferred to new account.

b) Year End Accounts 2019/2020

This item was deferred pending finalising figures for internal audit

c) Costs of replacing Council website

The Council considered the potential costs and it was **Resolved**: to seek donations and apply for grant funding if possible

d) Budget 2020/2021

The Council reviewed the available budget for 2020/2021 and noted there was a potential small surplus of £230.

e) Accounting Package

The Council considered the cost of Scribe Accounting package on an individual or shared basis and **Resolved**: to sign for an individual license at a cost of £128.50

f) Bank Reconciliation

The Clerk presented the bank reconciliation to 30 June 2020 and it was resolved that Cllrs Savidge and Nelson review and approve

FC/0720/19 Accounting Statement

This item was deferred pending finalising figures for internal audit

Signed _____ Dated 7 July 2020

FC/0720/20 Climate Change

It was **Resolved:**

- a) To seek more information on Tiny Forest initiative
- b) To contact Cllr Ratcliffe regarding possibility of an electric charging port in the village

FC/0720/21 Speed Control Initiatives

Speed watch will be reinstated from 11/7/2020 and it was **Resolved:** to obtain dates for re-training and clarify the cleaning of the hall meets Covid-19 standards.

FC/0720/22 Items for information only

Reports from outside bodies

None

Other items for information only and Items for inclusion on next agenda

- The Council thanked the Clerk for withdrawing her resignation
- Climate Change to be a standing agenda item

FC/0720/23 Date and Time of Next meeting

Resolved: that the next meeting of the Parish Council will take place on Tuesday 8 September 2020 immediately following the JPFC

CONFIDENTIAL INFORMATION**FC/0720/13 Staffing Matters**

The Council reviewed the job evaluation and it was **Resolved:** to increase Clerk's SCP from 19 to 22 from 1 April 2020

(2) Parish Clerk Salary

The meeting closed at 8.55pm

Schedule 1

Description	Payee	Net	Vat	Total
			113.8	
Floral Displays	Plantscape	569.00	0	682.80
Annual Subscription	Dalc	169.06		169.06
Flowers	K Gruber	26.29		26.29
Phone box Paint	K Gruber	107.42		107.42
2020/21 PF contribution	Leek Account	200.00		200.00
Overtime EOY Audit	K Gruber	128.90		128.90
Wages June July	K Gruber	308.16		308.16
HMRC	PAYE	77.00		77.00
Village Hall	2019/20 hall hire	96.00		96.00
Stuart Ford	23/6 contract work	150.00		150.00
				1
Total £1945.63				

Signed _____ Dated 7 July 2020