

# Kniveton Parish Council

## Minutes of the Parish Council Meeting, held remotely by Cisco WebEx on Tuesday 12 January 2021 at 7pm

Present: Chairman: H. Nelson  
Councillors: R Savidge, G Bates, R Barnett, and J Bradbury

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

### NON-CONFIDENTIAL INFORMATION

#### FC/0121/01 Apologies for Absence

None

#### FC/0121/02 Variation of Order of Business

None

#### FC/0121/03 Declaration of Members Interest

- a) None declared
- b) It was **Resolved**: that Councillor Bates to post DoI to Clerk

#### FC/0121/04 Public Speaking

Nancy Bradbury

Informed the Council that she had cleaned the bus shelter and wells.

Mike Vaughan

Gave information on his planning application.

#### FC/0121/05 Exclusion of the Public

None

#### FC/0121/06 Minutes of the Parish Council Meetings

**Resolved**: that the minutes of the Parish Council meeting held on 10 November 2020 were confirmed as a correct record under the provisions for approval and will be signed by the Chair

#### FC/0121/07 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 12 November 2020.

#### FC/0121/08 Website and Secure Emails

- a) The Council **Resolved**: to accept the recommendation of the working group to contract Steve Jackman to provide the new website at a cost of £400 over 2 years.
- b) The Council **Resolved**: to accept the recommendation of the working group to move to a secure .gov.uk email system.
- c) The Council **Resolved**: to commission Cloud Next to purchase new domain name and 7 emails at a cost of £95 per annum.

Signed \_\_\_\_\_ Dated 9 March 2021

- d) The Council **Resolved:** to accept the recommendation of the Clerk in funding all above from the Unity Savings Account.

#### **FC/0121/09 Village Environment**

##### **1 Snow Warden Scheme**

The Council noted that all grit stock was located with the snow warden who would be checking all grit bins on a regular basis. The Council **Resolved:** to take responsibility for the Longrose Lane grit bin as ownership is unknown, DCC and Platform Housing have confirmed they do not own it.

##### **2 Traffic Issues**

The Council noted that the speed watch scheme is on hold due to Covid-19. Following discussion on the continued speed issues through the village it was **Resolved:** to set up a working group to look at options. Membership of the working group was agreed as Cllrs Barnett, Savidge, Bates and Simmons. A request for resident volunteers to join the group is to be made.

##### **3 Playing Field Bench**

The Council discussed the brown bench, which has been removed by Cllr Bradbury, and **Resolved:** to discuss with the school and defer decision to JPFC in March.

#### **FC/0121/10 Annual Governance statement on the Annual Return**

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

#### **FC/0121/11 Derbyshire Association of Local Councils**

The Council noted the contents of the November and December 2020 circulars.

#### **FC/0121/12 Consultations**

The Council noted the consultations.

#### **FC/0121/13 Report of the Clerk**

##### **1 Action Plan**

The Council noted the updated report, progress and matters arising from the last meeting. It was agreed that Clerk would amend the format to make it clearer what had been done and what not. Cllr Savidge agreed to contact resident regarding reimbursement of bus shelter repairs

##### **2 General Correspondence**

The Council noted the general correspondence.

##### **3 Public Space Protection Order (playing field)**

The Council noted this expires in October 2021 and agreed to request DDDC renew it.

##### **4 Councillor Information Pack**

The Council reviewed the pack and agreed it was a useful summary of all the Council's policies and procedures.

#### **FC/0121/13 Annual Accounting Statement on the Annual Return**

The Council reviewed the accounting statement and **Resolved:** to indicate on the form that all statements had been met and Clerk and Chair to sign.

Signed \_\_\_\_\_ Dated 9 March 2021

### **FC/0121/14 Highways and Footpaths**

- The Council noted that work on clearing the footpaths would begin again in Spring and **Resolved:** to add cleaning the bus shelter and wells to the contractor's job list.
- The ice on Foxholes Lane was discussed and it was **Resolved:** to report again to DCC and to formally write to them requesting they attend to the drainage issues to Kniveton Brook.

### **FC/0121/15 Finance**

#### **a) Payment of invoices**

The Council considered the monthly payments as attached at Schedule 1 and **Resolved:** to approve the payments.

#### **b) Bank Balances at 31/12/2020**

The Council noted the balances and **Resolved:** to transfer the monies in the JPFC account to Unity Bank so it was more easily accessible.

#### **c) Corporate multi-pay card**

The Clerk advised the Council the response from Unity is still awaited.

#### **d) Internal Auditor**

The Council **Resolved:** to appoint Brian Wood as internal auditor for 2020/2021 accounts.

#### **e) Bank Reconciliation**

The Council reviewed the bank reconciliation and **Resolved:** to approve it.

#### **f) Precept 2020/2021**

The Council **Resolved:** that £800 be funded from the Unity Savings account and not the Leek playing field grant account.

#### **g) Precept 2021/2022**

The Council considered the options in the Clerk's report and **Resolved:** to request £5635.50 in order to meet increased costs of funding the website and secure emails. This represents an increase of 2% which equates to £0.68 per annum per household.

### **FC/0121/16 Climate Change**

Councillor Barnett proposed a motion that the Council acknowledges climate change is one of the greatest challenges facing the world and that the Parish Council is an important local influencing body that must act to mitigate climate change in order to protect our local environment, heritage, and natural beauty by promoting sustainability, healthy living, and prosperity within the parish. It was **Resolved:** to

- accept the motion
- communicate with residents through the newsletter, website, and Facebook sites, in order to raise awareness of the Council's determination to reduce the effects of climate change and to suggest to residents' actions which they can take as individuals.
- work with the school and the County Council to enhance the energy efficiency of the village hall
- work with Ashbourne Town Council to set up and promote the use of a pop-up repair shop in Ashbourne and a guide to local businesses to help to improve energy efficiency

Signed \_\_\_\_\_ Dated 9 March 2021

## FC/0121/17 Planning Applications

The Council considered planning application 20/01309/FUL and **Resolved:** to make no objection.

## FC/0121/19 Items for information only

### Reports from outside bodies

None

### Other items for information only

- Councillor Barnett thanked the Clerk for her work on the accounts
- Councillor Nelson thanked Councillors Savidge & Simmons and Jason Gruber for their work on assessing the website and email options.

### Items for inclusion on next agenda

- Climate Change – standing agenda item
- Website accessibility – ensuring content meets requirements
- Broken bench (JPFC)
- Terms of Reference for Traffic Working group

## FC/0121/19 Date and Time of Next meeting

**Resolved:** that the next meeting of the Parish Council will take place on Tuesday 9 March 2021 at 7pm

## CONFIDENTIAL INFORMATION

None

The meeting closed at 20.38pm

## Schedule 1

Description	Payee	Net	Vat	Gross
Internal Audit	Brian Wood	£37.50		£37.50
Service Charge	Unity	£18.00		£18.00
Dec/Jan Wages	K Gruber	£439.71		£439.71
Card for school	K Gruber	£4.10		£4.10
Cisco Webex	K Gruber	£5.00		£5.00
Postage	K Gruber	£15.65		£15.65
Stationery	K Gruber	£6.23		£6.23
PAYE	HMRC	£162.18		£162.18
<b>Totals</b>		£688.37	£0.00	£688.37

Signed \_\_\_\_\_ Dated 9 March 2021