

Kniveton Parish Council
Minutes of the Parish Council Meeting, held remotely on Tuesday 27
April 2021 at 7.09pm

Present: Chairman: H. Nelson
Councillors: R Barnett, J Bradbury, G Bates, R Savidge and K
Simmons
Also, in Attendance: Kath Gruber (Parish Clerk)
2 members of the public

NON-CONFIDENTIAL INFORMATION

FC/0421/01 Apologies for Absence

None

FC/0421/02 Variation of Order of Business

None

FC/0421/03 Declaration of Members Interest

Councillor Barnett – Footpath Matters

FC/0421/04 Public Speaking

None

FC/0421/05 Exclusion of the Public

In view of the confidential nature of items 12e (staffing matters) it was
Resolved: to exclude the press and public from the meeting at the decision
making time in accordance with the Public Bodies (Admission to Meetings)
Act 1960, s1, to discuss this item.

FC/0421/06 Minutes of the Parish Council Meetings

Resolved: that the minutes of the Parish Council meeting held on 9 March
2021 were confirmed as a correct record under the provisions for approval
and will be signed by the Chair

FC/0421/07 Village Environment

a) Traffic

- The Traffic Working Group will meet once lock down restrictions are lifted.
- Community Speed Watch scheme will be resuming and once the Radar
Gun received a date will be set.

b) Litter

Councillor Bradbury proposed that a village litter pick should be organised,
and it was **Resolved:** to request equipment from DDDC and set a date.

c) Village Planters

The Council noted that these would be delivered sometime in June once the
frost has cleared.

FC/0421/08 Future Meetings

a) The Council reviewed the proposals for the safe return to in-person
meetings and the revised scheme of delegation to help keep meetings to 1

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hour and **Resolved:** to adopt these.

- b) The Council considered the schedule of meeting dates for 2021/2022 and **Resolved:** noted that the regulations allowing remote meetings expire on 7 May 2021. The Council considered the Clerk's report on preparing for the return of face-to face meetings and **Resolved:** to accept and publish these.

FC/0421/09 Derbyshire Association of Local Councils

The Council noted the contents of the March and April 2021 circulars. Council Barnett raised queries on the defibrillator article and the Council **Resolved:** to send out safety check instructions to Councillors Savidge and Simmonds.

FC/0421/10 Consultations

None

FC/0421/11 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:

- Councillor Bates would speak to the resident regarding reimbursement for bus shelter repairs.
- There is a considerable piece of work for the Clerk in adding content to the new website as it cannot simply transfer from current website.

2 General Correspondence

The Council noted the general correspondence.

FC/0421/12 Highways and Footpaths

a) Tool Hire

The Council noted that work is in place to revise Council's insurance to cover tool hire liabilities with Banner Hire.

b) Footpath Maintenance Issues

Councillor Bradbury reported that the 3rd stile on Wood Lane was damaged, Councillor Barnett confirmed this was on the repair list.

c) Highways Issues

None

FC/0421/13 Finance

a) Payment of invoices

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

b) Bank Reconciliation

The Council reviewed and **approved** the bank reconciliation to 31/3/2021.

c) Year End Accounts (2020/2021)

The Council noted that the Clerk had completed the audit work and the accounts are to be audited by the Internal Auditor on 28/4/2021. reviewed and approved the payments and receipts report for the period 1/4/20 to 28/2/2021.

d) Multi-Pay card and Banking Arrangements

The Council noted that the Unity Trust account for JPFC had been opened and the JPFC Leek United account had been closed. The Clerk advised that the bank needed 2 sets of audited accounts to progress the multi-pay card,

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and these would be sent on completion of internal audit of 2020/2021 accounts.

FC/0421/14 Climate Change

Councillor Barnett advised that she had submitted article on food waste to Kniveton News. She continues to represent Kniveton on Ashbourne Town Council Climate Change group with current projects being a repair shop and list of locally approved contractors.

FC/0421/15 Planning Applications

The Council considered the planning applications and **Resolved:** to make no objections.

FC/0421/16 Council Policies

The Council reviewed the updated Standing Orders noting the changes to paragraph 3 (d) on public participation and **Resolved** to: approve the Standing Orders.

FC/0421/17 Council Constitution

The Council considered the process for increasing the constitution provided by DDDC and **Resolved:** to keep numbers at 6 Parish Councillors.

FC/0421/18 Items for information only

Reports from outside bodies

None

Other items for information only

- The Chair announced his intention to step down at the Annual Meeting of the Parish Council.
- The Council thanked Councillor Nelson for his hard work and commitment to the Council over the past 4.5 years.
- The Clerk suggested support should be provided to help Councillor Bradbury access Council papers electronically and this was agreed.

Items for inclusion on next agenda

- Invite newly elected PPC to future Council meeting.

FC/0421/19 Date and Time of Next meeting

Resolved: that the Annual meeting of the Parish Council will take place, remotely on Tuesday 4 May 2021 at 6pm. The next meeting of the Parish Council will take place, at the Church, on Tuesday 13 July 2021 at 7pm

CONFIDENTIAL INFORMATION

FC/0421/12 e Clerk's Pay 2021/2022

The Clerk left the meeting at 8.10pm

The Council **Resolved:** to set the Clerk's pay at SCP 31 for 2021/2022

The Clerk re-joined the meeting at 8.14pm

The meeting closed at 8.16pm

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Schedule 1

Description	Payee	Net	Vat	Gross
April/May Wages	Clerk	£388.33		£388.33
PAYE	HMRC	£8.76		£8.76
April/May Expenses	Clerk	£55.77		£55.77
Parish Field	Fox Landscaping	£106.66	£21.33	£127.99
Internal Audit	Auditor	£34.80		£34.80
Totals		£594.32	£21.33	£615.65

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