

**A meeting of Parwich Parish Council was held on Wednesday, 21st April 2021 at 7:30 pm by video conference.**

**Present:** Chair M Edge, L Coyne, M Compton, J Turnbull, Clerk A Martin.

Derbyshire Dales District Councillor for Dovedale and Parwich, Sir Richard Fitzherbert.

#### **4-21-1 Apologies/Councillors' attendance register.**

Apologies accepted from S Chambers and P Kirkham.

**Resolved:** That the record of attendance should be completed on the Councillors' behalf by the Clerk.

**Resolved:** That the Council wishes to record its sympathy for Councillor Stuart Chambers following the passing of his wife Rosemary, a former Parish Councillor.

#### **4-21-2 Declaration of personal/pecuniary interests of Councillors.**

None.

#### **4-21-3 Minutes of the previous meeting.**

The draft minutes of the meeting of 17<sup>th</sup> March 2021 had been forwarded to members in advance of the meeting and displayed on the Parish Council's website.

**Resolved:** To accept the draft minutes as a true record of proceedings. A copy will be held by the Clerk for the Chair to sign in person when this is possible.

#### **4-21-4 Public speaking.**

The district Councillor for Dovedale and Parwich commented on the following.

1. The availability of the Local Projects fund.
2. Request for feedback on new waste disposal arrangements.
3. Proposed ward boundary changes.
4. Recent planning issues.

#### **4-21-5 Items from public speaking.**

**Resolved:** That the following items on the agenda be brought forward

1. Dog Bins. (item 15).
2. Village Survey. (item 12).

#### **4-21-6 Dog bins.**

Provision of additional dog waste bins is dependent on being able to make arrangements for them to be emptied.

**Resolved.** To accept an offer of support from the District Councillor present for the request that had been made to Derbyshire Dales District Council (DDDC) for additional bins to be emptied; even if this would be a chargeable service.

**Resolved.** Subject to success in securing an emptying service to request approval from the Highways Authority to place new bins at

1. The junction of Monsdale Lane and Highway Lane.
2. The triangle at the junction of Highway Lane and road from Parwich towards Ashbourne.

**Resolved.** To request DDDC to move the dog waste bin located at the road entrance to the Parsons Croft car park to the gate from the car park into the playing field.

**Resolved.** That should the above request not be successful, to install a sign on the gate from the car park into the playing field directing dog owners to use the bin at the road entrance to the car park.

Councillors discussed the continuing problem of dog fouling, particularly on the areas of Parsons Croft used by children and keep fit classes.

**Resolved.** The Clerk to request an update on the availability of authorised dog wardens (able to issue fixed penalties) from Derbyshire Dales District Council. And to publicise this on the blog.

#### **4-21-7 Village Survey.**

The Clerk had circulated the results of the 2000 survey for information.

No further meeting of Councillors had taken place.

**Resolved:** The Clerk will set up a Zoom meeting for 7:30pm on the 4<sup>th</sup> of May for interested Councillors to continue this discussion.

#### **4-21-8 Councillor vacancy.**

A vacancy on the Parish Council has been advertised. The Monitoring Officer for DDDC has confirmed that following the required notice period no requests have been received for this vacancy to be contested at an election.

**Resolved:** The Clerk to advertise the vacancy to be filled by co-option.

#### 4-21-9 Clerk's report.

1. Clerk's estimate of time: 8.5 hours per week.
2. Attended DALC Zoom meeting for Clerks'.
3. Attended Memorial Hall meeting.
4. Completed litter picking survey for PDNPA.
5. Posted election notices for District Council and PCC.
6. Storage of Deeds
  - 6.1. Fireproof bag purchased. Stored in locked metal filing cabinet.
  - 6.2. List of Deeds and other documents secured has been circulated.
7. Rent collection.
  - 7.1. Parwich Moor North. Paid.
  - 7.2. Parwich Moor South outstanding. Written reminder issued
8. Replied to insurers re updates in advance of renewal.
  - 8.1. Answers about building construction.
  - 8.2. Added new defibrillators to policy.
9. Repair made to highway damage at Kiln Lane Junction.
10. 20 mph speed limit for Derbyshire campaign.
  - 10.1. Update from campaign circulated. 27th March.
  - 10.2. Zoom meeting took place 11th April.
  - 10.3. Bumper stickers available for purchase.
11. Jubilee pond has been cleared.
12. Playground inspection scheduled for May.
13. Mowing has begun for this year.
14. Water leak reported at stand pipe by Bowls club.
  - 14.1. Thought to be due to frost damage. But would have been prevented if stop cock at base of standpipe had been off.
  - 14.2. Bowls club have installed a lockable box around the standpipe so it does not get left on by accident. (Spare key to be requested)
  - 14.3. Read meter and submitted reading. Cost of water lost estimated between £10 and £15.
15. Reported floodlights had been left on.
  - 15.1. Turned off circuit inside pavilion.
  - 15.2. Read meters and submitted reading. Electricity cost since last reading less than £3.
16. Pedestrian Gate between Car Park and Parson's Croft has been installed.

**Resolved:** To purchase a padlock and chain for the vehicle gate to be held by Councillor Jim Turnbull.

#### *In hand*

17. Further tasks arising from the risk management review.
18. Draft a tender for regular clearance of Jubilee Pond and Sheepwash.

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- 18.1. Three-year duration
  - 18.2. To take place in Autumn.
  - 18.3. Based on hourly rate with provision of equipment.
  - 18.4. Debris removed to be placed by brook downstream to allow return of wildlife.
19. Gathering information on condition of pavilion roof timbers.

### *Waiting response or action*

20. Tennis court drainage. Karl Allsop. Pencilled in for 10th May.
21. Housing needs survey.

**Resolved:** To request advice on when this is now expected to be possible.

22. Request for Playground signs (Highways)
23. Request for Defibrillator donation. (Pikehall)
24. Unsafe condition of footbridge on right of way at Nethergreen north reported to Highways Authority.

### **4-21-10 Items of account.**

Cheque payment due.

Cheque number	Payee	Item	Amount
	Clerk	Zoompro licence. April invoice.	£14.39
		Stamps 25 x 2 <sup>nd</sup> class @ 66p + 8 x large letter 2 <sup>nd</sup> class @ 96p.	£24.18
		Woodland flower seed.	£86.76
		Fireproof document bag	£27.96
		<b>TOTAL</b>	<b>£153.29</b>

For information only. This amount for expenses will be added to the next quarterly salary cheque.

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On-line payments due.

Payee	Item	Amount
Nigel Davis solicitors	Charges in relation to Parwich Moor up to 31 March 2021	£1683.00
Bagshaws Estate agents	Inspection and valuation of land at Parwich Moor.	£180.00
	Preparation of HMRC compliant plans for Parwich Moor.	£342.00
	<b>TOTAL</b>	<b>£522.00</b>
Contractor	Mowing	£850.00
	Pedestrian gate to Parsons Croft	£300.00
	<b>TOTAL</b>	<b>£1150.00</b>
Contractor	Pond clearance (waiting invoice - hourly rate)	TBD

**Resolved:** The above are approved for payment.

1. Balance at 21 April 21. £23,134.16.
2. Data protection fee of £35 paid by direct debit.
3. Waiting receipt of
  - 3.1. Precept. £9,255.
  - 3.2. VAT claimed. £1,206.
  - 3.3. Land rent. £1,630.

### 4-21-11 Annual return.

Instructions received from PKF Littlejohn. Parwich Parish Council meets the income, expenditure and other criteria, that will allow it to exempt itself from a limited assurance review for the year to 31<sup>st</sup> March 2021.

**Resolved:** That the form to claim this exemption should be prepared for approval following the completion of the internal audit.

A copy of the ledger for the year and bank statement covering the year end had been circulated in advance of the meeting for confirmation that final balances had been reconciled.

**Resolved:** That the Chair should sign the bank statement confirming this.

It was noted that for some time the estimated current values of assets whose purchase price was unknown (principally land gifted the distant past) had been included in the asset register

for the annual return. The internal auditor has offered to give advice on the correct presentation.

#### **4-21-12 Planning applications.**

Nothing new to note.

#### **4-21-13 Parsons Croft.**

No decision made regarding dealing with the bonfire or rolling the boundary.

#### **4-21-14 Village maintenance day.**

**Resolved:** To publicise that this is provisionally planned for the 6<sup>th</sup> of June. The actual nature of activities to be undertaken, in light of need and coronavirus guidelines, to be reviewed nearer the time.

#### **4-21-15 Pump Hill garden.**

Woodland flower seed has been purchased but is waiting for rain to be forecast before being sown.

The garden has been divided into nine plots and various residents have offered to maintain seven of them.

**Resolved.** An explanation of these arrangements, and appeal for volunteers to take responsibility for the remaining two plots, to be publicised on the blog. (Councillor Lynette Coyne).

DDDC have confirmed that they will provide a green bin garden waste collection for Pump Hill subject to advance payment of the same fee as paid by residents for the service.

**Resolved:** Invoice from DDDC for Pump Hill green waste bin to be paid when received.

#### **4-21-16 Footpath by brook.**

Raised ironwork trip hazard and large pothole have been fixed with concrete by Severn Trent Water Authority.

Missing stretch of kerb boundary between brook and path to be repaired by mowing contractor.

#### **4-21-17 Electricity contract.**

The contract for power supply inside the pavilion has been renewed for three years with British Gas.

**Resolved:** In order to qualify for a further discount a Direct Debit mandate will be prepared for approval by the bank signatories.

#### **4-21-18 Registration of agricultural land.**

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1. New maps and valuations have been prepared by Bagshaws.
2. New Statements of Truth prepared by Nigel Davis Solicitors have been sent to one current tenant, one former tenant and one former Clerk.
3. Evidence of attempts to locate deeds have been sent to Nigel Davis Solicitors.
4. Collation of extracts from Parish Council minutes and accounts relating to the management of the land and rent collection are being prepared for verification.
5. The Farm Business Tenancy for Parwich Moor South has been completed and signed.
6. Nigel Davis Solicitors will discuss the preparation of a written 1986 Agricultural Holdings Act tenancy agreement with the tenant of Parwich moor North.

### **4-21-19 Dale's yard corner.**

This blind corner on the approach to the village is seen as increasingly dangerous by a number of residents who have reported near misses due to,

1. Narrowing caused by encroachment of the gravel bank on the outside of the corner.
2. A large pothole immediately opposite it.

**Resolved:** To request rectification of both these hazards by the Highways Authority.

### **4-21-20 Parking at Parsons Croft.**

An unnamed resident had raised concerns with a Councillor regarding what they were concerned might be un-authorized use of the car park.

Councillors reviewed the existing policy.

**Resolved:** That as the use did not appear to be causing any problems, and the policy did not appear to prohibit the current use, no action would be taken.

### **4-21-21 Memorial oak.**

Councillors reported various comment, some for and some against, regarding the planting of a memorial oak tree for Prince Philip. These comments and the lack of a suitable location were discussed.

**Resolved:** Although no action will be taken the Council remains open to the possible consideration of supporting any national campaign for suitable memorials.

### **4-21-22 Correspondence and communication.**

items not covered elsewhere

1. DDDC. Waste collection update. x 4.
2. DDDC. Garden waste scheme.
3. DCC. Community newsletter. x 3

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4. DCC. Claim to add Byway Open to All Traffic.
5. DALC. Newsletter.
6. DALC. Online Understanding Planning training.
7. DALC. Period of mourning for Prince Philip.
8. DALC. Risk assessment training Courses.
9. Police & Crime Commissioner. Hate Crime services.
10. Rural Services Network. Bulletins and funding. x 5.
11. Playforce. Repeat of climbing frame repair quote.
12. Came & Co. Insights newsletter.
13. Glasdon UK. Siting of dog waste bins.
14. Citizens' Advice. Lockdown review.
15. Public Sector Executive. Digital transformation. x 5.
16. Playforce. Focus Group.
17. Farming Life Centre. On-line event.
18. Plantscape. RHSS funding.
19. BHIB Councils insurance renewal and risk assessments. x 2
20. Calor Gas. Grant applications. x 3.
21. Broxap. Outdoor gyms.
22. Keep Britain tidy. Spring Clean 2021. x2.
23. Charities buying group. Various x 6.
24. Institute of Government & Public Policy. Keeping up with our ageing population. x 3.
25. Reel Effect Limited. Animated Sales videos.
26. Futurform. Outdoor banners.
27. MK Illumination. Ramadan lights.
28. OpusXenta. Cemetery maintenance.
29. The Image Group. Covid safe polling. x 2.
30. Quest hardware. PPE.
31. ISSA Group. PPE.
32. PureAire. Air purification.
33. Clara Young. Planning consultancy.
34. Able community Care. Live in care.
35. BC Shelter. Bus shelters.

### **4-21-23 Items for the next agenda.**

1. Review of internal audit report.
2. Approval of annual return forms.
3. Items required by Standing Orders at annual meeting.
4. Finalise arrangements for clean-up day.
5. Insurance renewal. (Due 1st June)

### **4-21-24 Date of next meeting.**

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The Clerk advised the following.

1. The next meeting would normally be held on Wednesday 19th May at 7:30 pm.
2. As it stands a meeting on this date should be face-to-face as the dispensation to allow meetings by video conference will have expired.
3. Current coronavirus restrictions do not permit the use of village halls for meetings until the 17th of May.
4. A meeting by video conference could still be held up to the 7th of May only.
5. But ....
  - 5.1. A judicial review will take place on the 21st of April to determine if the existing legislation can in fact include meetings by video conference anyway.
  - 5.2. This is being treated as urgent and government has said it will accept the ruling. i.e. will not attempt to appeal if it is ruled that meetings by video conference are permitted by existing legislation.
6. A risk assessment would need to be prepared, and measures implemented, before any face-to-face meetings could be held. This is likely to include requirements set by the Memorial Hall Committee in consultation with their insurers.
7. DALC have suggested that Councils may conclude from their risk assessments that they should not meet face to face as the risk is considered too high. If they then chose to meet by video conference and were challenged, they could use this, and the continuing guidance to “work from home were possible”, to defend their actions.
8. A Parish Annual Meeting must be held during April, May or June so this is not urgent at this time.

A number of Councillors indicated that they would currently be unhappy about being requested to attend a face-to-face meeting as soon as the 17<sup>th</sup> of May.

**Resolved:** That the Memorial Hall should be provisionally booked for a meeting on the 17<sup>th</sup> of May.

**Resolved:** That the current Zoom subscription should be maintained.

**Resolved:** That the Chair will make final decision on the date and form of the next meeting in light of advice and opinion nearer the time. (This would be subject only to the normal requirement that three clear days’ notice of the date and agenda be given).

The meeting was closed at 21:30 pm.

A Martin  
Clerk to Parwich Parish Council  
22 April 2021