

## **ASHOVER PARISH COUNCIL**

Minutes of the Ordinary Parish Council Meeting held

Via the 'Zoom' Platform (Meeting ID: 381 409 0518 Password: 2x8kgq)

6.00 p.m. on **Tuesday 21 APRIL 2020**

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### **1. PRESENT**

Cllrs E Willmot (Chairman), R Fidler (Vice-Chairman), Mrs H Boffy, S Dronfield, Mrs L Hunter-Bott, C Miller, M Thomas.  
Parish/NEDDC District Cllr W Armitage  
S. Atkinson (Parish Clerk)  
Members of the Public – 0

### **2. 305/20 Apologies for absence**

Apologies for absence were received from Councillors N Early, Mrs R Early and DCC Cllr B Lewis.

### **3. 306/20 Variation of Order of Business**

There was no variation in the order of business.

**4. 307/20 Declaration of Members Interests and Requests for Dispensation**

Interests were declared and relevant forms completed and dispensations confirmed as follows:-

- District/Parish Cllr W Armitage – Planning (dispensation granted to May 2023)

**5. 308/20 Recording and Filming of Council and Committee Meetings**

Members of the Public and Councillors were reminded that:-

The right to record, film and to broadcast meetings of the council, committees and subcommittees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.

**6. 309/20 Public Speaking**

No members of the public were present.

District/Parish Cllr W Armitage reported on support provided by NEDDC and Rykneld to communities during the coronavirus pandemic. Ashover Parish Council would send a letter of thanks to the Leader of NEDDC.

Seven parish crimes had been reported for February 2020.

**7. 310/20 ASHOVER PARISH COUNCIL STANDING ORDERS**

(adopted by Ashover Parish Council at its meeting held on 15 October 2019)

**Motion** - 'As per Standing Order 26a and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020', it is proposed that the following changes to Standing Orders are made until May 2021 or such time as the government revises or revokes the legislation (changes/additions highlighted):

**Standing Order 3 i**

A person shall raise his hand (*electronically during remote meetings*) when requesting to speak and stand when speaking (*unless during a remote meeting*) (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.

**Standing Order 3s**

**Unless standing orders provide otherwise, voting on a question shall be by a show of hands (*electronically, or by each Councillor giving their vote verbally, one at a time during remote meetings*). At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question.** Such a request shall be made before moving on to the next item of business on the agenda.

**Standing Order 17e**

The year-end accounting statements shall be prepared in accordance with proper practices and apply the form of accounts determined by the Council (receipts and payments, or income and expenditure) for the year to 31 March. A completed draft annual governance and accountability return shall be presented to all councillors at least 14 days prior to anticipated approval by the Council. The annual governance and accountability return of the Council, which is subject to external audit, including the annual governance statement, shall be presented to the Council for consideration and formal approval before ~~30 June~~ *31 August*.

**Resolution:**

- (i) That the motion to change/amend Standing Orders 3 i,s and 17 e until May 2021, or such time as the government revises or revokes the legislation, is approved.
- (ii) That the Annual Council Meeting will continue to be held, remotely, on Tuesday 19 May 2020, and therefore no changes will be made to Standing Order 5 b,c,e.

**8. 311/20 Minutes**

The Minutes of the Ordinary Parish Council Meeting held 17 March 2020 were put forward and it was proposed and seconded that the Minutes be approved as a correct record.

**Resolution: That the Minutes of the Ordinary Parish Council Meeting held 17 March 2020 are approved as a correct record.**

**9. 312/20 Exclusion of Public**

There were no items on the agenda taken in exclusion.

**10. 313/20 Planning Applications**

Application Number: [20/00250/FLH](#)

Proposal: Application for single storey rear extension

Address: Barn Cottage Oaks Lane Brockhurst Ashover

Applicant: Mr Robert Morton

Case Officer: Alice Lockett

**No comments**

Application Number: [20/00294/LB](#)

Proposal: Application for listed building consent for erection of new general purpose building (Listed Building)

Address: Butts Grange Butts Road Ashover Chesterfield

Applicant: Mr & Mrs Heap

Case Officer: Asbury Planning

**No comments**

Application Number: [20/00293/FLH](#)

Proposal: Construction of detached all-purpose outbuilding (conservation area/affecting the setting of a listed building)

Address: Butts Grange Butts Road Ashover Chesterfield

Applicant: Mr & Mrs heap

Case Officer: Emily Cartwright

**No comments**

Application Number: [20/00343/CUPDMB](#)

Proposal: Notification of prior approval for change of use of agricultural building to dwelling/holiday let

Address: Butterley Top Farm Butterley Lane Ashover Chesterfield

Applicant: Mr Paul Cafferty

Case Officer: Emily Cartwright

**No comments**

Application Number: [20/00322/FLH](#)

Proposal: Replacement of existing conservatory with garden room

Address: Brookside Cottage Fallgate Milltown Ashover

Applicant: Hopkinson

Case Officer: Alice Lockett

**No comments**

## 11. 314/20 Health & Safety

- Consideration was given to items including action required/undertaken due to coronavirus implications including a suggestion to close part of the car park and cancellation of the Annual Parish Meeting.
- Consideration was given to deferment of the following items for consideration at a later date due to the impact of the coronavirus pandemic:-
  - Garages** (Dovecotes & Malthouse Lane) - on hold until further notice
  - Ashover Primary School** (Proposed highway improvements) - on hold until further notice
  - A632 Safety Campaign** – on hold until further notice
  - Play Area Working Group** – project on hold until further notice
  - Tree Working Group** – meetings suspended
  - On-Street Residential Charge Point Scheme Training**
  - Sports Pavilion & Car Park** (draft lease)

### Resolution:

- (i) That the Milken Lane Car Park remains open and is monitored for use.**
- (ii) That the Annual Parish Meeting is cancelled on the guidance of the National Association of Local Councils due to the Coronavirus pandemic.**
- (iii) That the draft lease for the Sports Pavilion and Car Park maintenance continues to be discussed by the Parish Hall/Parish Council Liaison Group, via email, until a meeting is held.**
- (iv) That items listed are deferred to a later meeting due to the Coronavirus pandemic.**

## 12. 315/20 Delegated Decisions

Consideration was given to delegated decisions taken by the Clerk in consultation with the Chairman and Vice-Chairman (Minute 294/20 refers).

### Resolution:

- (i) That purchase of two external hard drives for computer back-up is confirmed.**
- (ii) That the Annual Insurance Premium (3 year agreement) renewal due 24 June 2020 is placed on the next agenda, but that the decision is delegated should there be any potential delay in cover.**
- (iii) That printing and circulation of a Coronavirus information letter dated 23/03/2020, to all households in the parish, is confirmed.**

## 13. 316/20 Parish Maintenance

Consideration was given to items including:-

- Additional signage for the fitness equipment and play area
- Increase in litter
- Minor Maintenance Work on Rights of Way 2020/2021
- Inspection of Ash Tree in Cemetery

### Resolution:

- (i) That additional signage is purchased from NEDDC for the fitness equipment and play area.**
- (ii) That an organised 'litter pick' is considered at an appropriate time.**
- (iii) That Minor Maintenance Work on Rights of Way for 2020/2021 is undertaken by T Cartwright in the sum of £675.00.**

- (iv) **That the Chairman of the Burial Board liaises with an Arboriculturist and the Tree Warden on the condition of an Ash Tree in the Cemetery.**

**14. 317/20 Ashover Parish Neighbourhood Plan: Modifications**

Following submission of the Draft Consultation Statement is submitted to North East Derbyshire District Council (Minute 286/20), NEDDC had made representations against the modifications requesting these are suspended until such time as the Local Plan has passed examination.

**Resolution: That no action is taken at this time.**

**15. 318/20 Cricket Club**

Correspondence had been received on the draft ground lease from the Cricket Club and the Parish Council's Solicitor.

**Resolution:**

- (i) **That the Cricket Club's solicitor draws-up an assignment of the existing lease from Ashover Cricket Club to Ashover Barbarians Cricket Club and that no other changes are made to the existing lease.**
- (ii) **That any Parish Council costs associated with (i) above are clarified with the Parish Council's Solicitor.**

**16. 319/20 News Items**

Consideration was given to the ongoing publication of formal notifications on the Parish Council News page and health & wellbeing articles on the Parish Council Facebook page on Coronavirus information.

**Resolution: That Coronavirus information continues to be published on the Parish Council website and Facebook page.**

**17. 320/20 Section 137**

No applications had been received.

**18. 321/20 Parish Clerk's Report**

Consideration was given to the report including DALC/NALC circulars (Appendix II).

**Noted**

**19. 322/20 Finance**

A budget appraisal and report/reconciliation from the computerised accounts detailing account balances, cheques/transactions issued/authorised and cheques received and any outstanding receipts considered. The report was put forward for signature by the Chairman. Details of cheques signed or for signature by authorised Councillors and BACS invoices for signature and notice of a Small Business Grant received via NEDDC were put forward.

DATE	PAYEE	GOODS/SERVICE	TOTAL (£)
02/03/2020	Woolley Nurseries	General Maintenance	960.00
02/03/2020	Woolley Nurseries	Cemetery Maintenance	7200.00
02/03/2020	Employees	Salaries etc.	1882.64
02/03/2020	Woolley Nurseries	Winter Flower Planters	960.00
02/03/2020	NEST	Pension Contributions	80.10
02/03/2020	NEDDC	Dog Bin Servicing	565.49
04/03/2020	HMRC	Tax & NI	1211.08
04/03/2020	Ashover Parish Hall	Pavilion hire	1.00
09/03/2020	NEST	Pension Contributions	80.10
10/03/2020	A Towlerton	NP Modifications consult	840.00
16/03/2020	Eon	Pavilion electricity	27.00
17/03/2020	G Shaw	Headstone repairs	260.00
17/03/2020	Water Plus	Public WC water rates	38.60
17/03/2020	Water Plus	Pavilion water rates	152.62
17/03/2020	Water Plus	Cemetery water rates	33.35
19/03/2020	NEDDC	Cemetery rates	1113.10
19/03/2020	NEDDC	Public WC rates	973.05
20/03/2020	Imperative Training	Defib pads	100.80
26/03/2020	Whit Moor Printers	Coronavirus letter	172.00
27/03/2020	Employees	Salaries etc.	1890.72
31/03/2020	Unity Trust Bank	Service charge	18.00

**Resolution:**

- (i) That the Financial Report for March 2020 is confirmed and signed by the Chairman
- (ii) That cheques/BACS authorised by designated signatories, are confirmed.
- (iii) That the Small Business Grant received for the Sports Grounds is earmarked for the new play area project.

**20. 323/20 Internal Audit**

The Internal Auditor's Final Report for 2019/2020 from Auditing Solutions and completed AGAR form dated 15/04/2020 had been received and circulated with no matters arising.

**Resolution: That the Internal Auditor's Final Report for 2019/2020 from Auditing Solutions and completed AGAR form dated 15/04/2020, with no matters arising, is received.**

**21. 324/20 Annual Governance Statement 2019/2020**

**Section 1**

Members received notification of the Annual Governance Statement Section 1 of the Annual Return 2019/2020 for approval at the Ordinary Parish Council Meeting on 19 May 2020. (Standing Order 17e.)

**Noted**

**22. 325/20 Accounting Statements 2019/2020**

**Section 2**

Members received notification of the Accounting Statements Section 2 of the Annual Return 2019/2020 for approval at the Ordinary Parish Council Meeting on 19 May 2020. (Standing Order 17e.)

**Noted**

THE MEETING CLOSED AT 7.18P.M.