

## **Kimbleworth and Plawsworth Parish Council**

Minutes of a meeting of the Kimbleworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, on Thursday, 11 April 2019 @ 7:00pm.

**Present:** Councillors – Beard, Bruce, Cole (minutes), Inman, Kendall, Walker (Lillian) and Walker (Lisa)

**Also in attendance** – County Councillor Simon Wilson.

**179. Welcome:**

The Chairman welcomed everyone to the meeting.

**180. Apologies for Absence:**

County Councillor Wilson submitted his apologies.

**181. Disclosable Pecuniary Interests:**

Cllrs Beard Kendall, Walker and Walker declared an interest in item 185 (q).

**182. Minutes of Council meeting – 14 March 2019:**

**Resolved:** *The minutes of the meeting held on 14<sup>th</sup> March 2019 were approved as a true record and were signed by the Chairman.*

**183. Minutes of extraordinary meeting – 28 February 2019:**

**Resolved:** *The minutes of the extraordinary meeting held on 28<sup>th</sup> February 2019 were approved as a true record and were signed by the Chairman.*

**184. Police Report:**

No PCSOs were in attendance – PACT report circulated prior to meeting.

## **185. Parish Matters and on-going items:**

### **a) County Councillors Report**

As no County Councillors were in attendance, no report was received. Cllr Kendall to contact Cllr Liddle regarding white line. Cllr Bruce stated that she has reported a resident regarding dog fouling in Hillmeads.

**Resolved:** *No update to note.*

### **b) Community Centre Report**

Cllr Beard gave an update – new CCTV to be installed next week, no issues to report.

**Resolved:** *Update noted.*

### **c) Planning Applications**

- Stopping up of highway at 11 Hillmeads

**Resolved:** *Stopping up order noted.*

### **d) To consider any planning applications received after the agenda was published.**

- None received.

**Resolved:** *No decisions needed.*

### **e) Community Engagement**

The Council discussed their relationship with Changing Lives, and it was noted that the newsletter is no longer delivered by them due to previous complaints regarding non-delivery. As this was the Council's main contact with Changing Lives, it was suggested that the Council could use their meeting space for three meetings per year, which would increase levels of engagement. To further increase engagement with the community, it was suggested that the Council could hold a meeting in West Nettlesworth, and potentially knock on residents' doors to introduce the Council and ask residents what they would like to see from their Council. It was noted that ID badges may be required for this. It was agreed that a surgeries would be held near the Council's noticeboard on 7<sup>th</sup> and 8<sup>th</sup> of June, with Cllrs Cole, Kendall, Inman and Walker attending on the 7<sup>th</sup>, and Cllrs Beard, Bruce and Walker attending on the 8<sup>th</sup>. It was agreed that Cllr Cole should arrange a gazebo, and that Cllr Inman should check if the land where the surgeries are to take place is DCC's.

**Resolved:** *The importance of Community Engagement was noted. It was agreed that the Council should hold three meetings a year at Changing Lives.*

#### **f) Grant Applications Procedure**

The Council discussed the grant application procedure, and reviewed the funding application form, terms & conditions, and evaluation form. It was agreed that all receipts for purchases made by those receiving grants must be sent back to the Council so that the Council can reclaim VAT where appropriate. It was agreed that Cllr Inman should remove the old application form from the website and replace with the new one.

**Resolved:** *The funding application form, terms & conditions, and evaluation form were approved.*

#### **g) Funding Requests**

The Council considered funding requests from St. Philip and St. James Parish Church, and the Task Force.

**Resolved:** *It was agreed that further information was required from St. Philip and St. James Church before a decision could be made. It was agreed that £500 would be donated to the Task Force once terms & conditions have been signed, and then an additional £500 grant would be considered once up to date accounts information has been supplied.*

#### **h) Lollipop Lady Body Cameras**

The Council discussed the removal of the Lollipop Lady body cameras and noted that DCC will not allow body cameras as children could be filmed.

**Resolved:** *It was noted that Lollipop Lady body cameras are not permitted by DCC.*

#### **i) School Bus**

The possibility of the Parish Council contributing to the funding of a school bus was discussed. Cllr Beard will email Framwellgate Moor School to enquire whether they would allow this, and to investigate whether matched funding could be obtained.

**Resolved:** *It was agreed that further information should be sought.*

#### **j) Litter Bins**

The Council considered current dog waste and litter bin locations and plotted potential new bins on a map: two near Woodland Terrace; one in Boyntons; two in Hillmeads; one on bank leading to the Red Lion. Cllr Kendall to clarify costs and maintenance with DCC.

**Resolved:** *New regulations relating to the accessibility of websites, and associated deadlines noted. Quotes for a new website to be sought before decision is made – to be placed on next agenda. It was agreed that Cllr Inman, Cllr Cole, and the Clerk should be able to update the website.*

#### **k) Plants and Planters**

Cllr Lillian Walker requested a budget of £300 for plants for four planters.

**Resolved:** *A budget of £300 for plants was agreed.*

#### **l) CDALC Councillor Training**

The Council discussed the possibility of having a CDALC provide a Councillor training session for all Councillors was discussed.

**Resolved:** *It was agreed to have CDALC provide a Councillor training session for all Councillors at a cost of £250.*

#### **m) Parish Council Surgeries**

One resident attended the 4<sup>th</sup> of April surgery. The next surgery will be held on the 2<sup>nd</sup> of May.

**Resolved:** *Update noted.*

#### **n) Allotments**

Cllr Beard has collected the allotment rents – two still outstanding.

**Resolved:** *Update noted. Decision regarding battery operated camera and lights was deferred.*

#### **o) Acting RFO update**

Cllr Cole has started the AGAR process. Cllr Bruce is still awaiting quote in regard to PAYE.

**Resolved:** *Update noted.*

#### **p) Acting Clerk update**

The Acting Clerk was not present. However, the Council received her update regarding the four Councillor vacancies.

**Resolved:** *Update noted.*

#### **q) Room Hire Increase**

The Council discussed the increase in room hire charges at the Community Centre. It was questioned whether the Council should give the Community Centre notice that it may hold three meetings per year at Changing Lives. Cllr Bruce to contact Changing Lives to establish whether the Council can hold meetings there.

**r) Newsletter**

Cllr Inman would like to alter Cllr Cole's contribution to the newsletter, with Cllr Cole wanting her contribution to be left as it is. Cllr Kendall stated that Cllr Inman should not edit contributions without consultation.

**Resolved:** *Update noted.*

**s) Website**

The Council discussed whether any website content should be added/updated.

**Resolved:** *It was agreed that the terms and conditions for grant applications should be added.*

**t) Speeding Update**

No updated was provided.

**Resolved:** *No update to note.*

**u) Policy Review**

- Timeline

**Resolved:** *Decision to adopt Timeline was deferred.*

**v) Correspondence**

- Cllr Bruce has received a number of complaints about dog fouling. Dog warden contacted.
- Request for benches in the park received. Cllr Beard to investigate types of bench and possible locations.

**Resolved:** *No decisions required.*

**186. Financial Matters:**

	(a)	<u>Payments</u>	
	<u>Resolved:</u> That the following payments be agreed:		
	(1)	That the sum of £509.35 be paid to A Cole (laptop & external hard drive)	
	(2)	That the sum of £257.60 be paid to Zurich Municipal (annual insurance premium)	
	(3)	That the sum of £439.92 be paid to J Lawton (salary)	
	(4)	That the sum of £60.00 be paid to Community Association (room hire)	
	(5)	That the sum of £300.00 be paid to W Reed (allotment land rent)	
	(6)	That the sum of £2.11 be paid to D Bruce (postage expenses)	
	(b)	<u>Receipts</u>	
		<u>Resolved:</u> That the following receipts be noted:	
		No receipts to note.	
<u>187. Date of Next Meeting</u>			
9 May to commence at 7.00pm.			
The meeting terminated at 9:20pm			
			Chairman Date