**TIDESWELL PARISH COUNCIL**

**MINUTES OF THE ANNUAL ASSEMBLY MEETING OF THE COUNCIL HELD ON MONDAY 11TH MAY 2020 VIA ZOOM**

**PRESENT:-** Councillors, one members of the public and the Parish Council Clerk.

The Annual Assembly Meeting for the Parish of Tideswell is to be convened in accordance with Scheduled 12 of the Local Government Act 1972

(a)Appointment of Clerk to the Meeting

Mrs Hannah Owen was appointed as Clerk for the Meeting.

(b)Minutes of the 2019 Annual Parish Meeting.

The Minutes of the 2019 minutes were accepted as correct at the June 2019 Parish Council meeting.

(c)Income and Expenditure 2019-20 and Precept 2020-21

The Parish Council’s income and expenditure and bank reconciliation was presented to the Council. The Precept for 2020-21 was noted as £57305.

(d)Members attendance at Parish Council Meetings 2019-20

Details of Parish Council Members attendance at meetings were circulated.

(e)Parish Council Chairman’s Report

Cllr Andrew gave a report on the Parish Council’s activities over the last year. He thanked all the Councillors for their hard work.

(f) Ward and Division Members Reports

Cllr Neil Buttle (DDDC) did not have any further matters to raise or report to the Parish Council.

(g) Parish Matters raised by the Council or Local Government Electors.

No matters were raised.

The Meeting closed at 6.35pm.

**TIDESWELL PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD AT 6.45PM**

**ON MONDAY 11TH MAY 2020 VIA ZOOM**

**PRESENT:-** Cllrs R Andrew, D Horne, J Kilner, M Motley, R Moore, D Whitehouse, 1 member of the public and Hannah Owen, Parish Clerk.

**01.05.2020** **COUNCILLORS APPROVE EXISTING DECLARATION OF ACCPTANCE OF OFFICE FORM TO REMAIN VALID FOR 2020/2021**
All Councillors confirmed their existing declaration of acceptance of office forms remain valid for 2020/2021.

**02.05.20 CONFIRMATION THAT THE CHAIR WILL REMAIN IN POST FOR 2020/2021**

It was agreed that Cllr Andrew will remain as Chair for 2020/2021 and his existing acceptance of office form remains valid for the coming year.

**03.05.20 APOLOGIES**

Apologies were received from Cllr Chapman, Daniels and Gibson.

**04.05.20 ELECTION OF VICE CHAIR**

It was agreed that Cllr Horne will remain as vice-chair for 2020/2021.

**05.05.20 ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES AND COMMITTEES**

It was RESOLVED that the following committees would remain in place for 2020/2021.

Village Committees: Ad hoc projects decided in meetings moving forward.

Personnel Committee - members being Cllr Andrew and Cllr Horne

Finance – members being Cllr Chapman, Cllr Moore and Cllr Horne

Bishop Pursglove Trust – members being Cllr Chapman and Cllr Whitehouse.

Tideswell and District Sports Association- Cllr Horne will be Parish Council representative with other councillors attending meetings when Cllr Horne is unavailable.

It was agreed that members would attend other outside bodies as they arose.

**06.05.20 REVIEW OF ASSETS**

Abigail’s Playground was noted as a new asset.
The new Planters were noted as a new asset.

The new Grit Bins were noted as a new asset.

**07.05.20 AUTHORISATION OF SIGNATORIES**

It was RESOLVED that the Clerk would continue to try and resolve the issues at Natwest and once possible the paper work would be complete and those councillors required to, would visit the branch to confirm identity

**08.05.20 APPOINTMENT OF INTERNAL AUDITOR**

It was RESOLVED to re-appoint J Bettney as internal auditor.

**09.05.20 DATE OF FUTURE MEETINGS**

It was RESOLVED to meet on the 2nd Monday of each month. As and when meetings need to be moved this will be documented in the minutes from the meeting before if possible and a notice placed in the Village Voice and notice board.

There being no further business the meeting closed at 18.45pm

 **TIDESWELL PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL HELD**

**ON MONDAY 11TH MAY 2020 VIA ZOOM**

**PRESENT:** - Cllrs R Andrew, D Horne, J Kilner, R Moore, M Motley, D Whitehouse, Neil Buttle (DDDC) ,Hannah Owen (Clerk)  and one member of the public.

**01.05.20 APOLOGIES**

Cllrs Chapman, Daniels and Gibson.

**02.05.20 a) VARIATION OF BUSINESS**

There was no variation to the order of business.

 **b) Amendment of Standing Orders to allow for Virtual Meeting confirmation**

Following recent temporary changes in legislation to allow Parish Councils to hold virtual meetings during the Covid-19 Pandemic the following temporary amendment to the standing orders were made.

**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, propose the following changes to Standing Orders until May 2021 or such time as the government revises or revokes the legislation:**

**3i A person shall notify the meeting when requesting to speak by means of electronically raising  a hand.**

**3s Voting on a question will be by a show of hands electronically OR by each councillor giving their vote verbally, one at a time**

 **c) Co-Option of new Councillor**

Jane Meredith had attended the Parish Council meeting in March 2020 with a view to join the council. It was RESOLVED to co-op Jane onto Tideswell Parish Council. This was proposed by Cllr Moore, Seconded by Cllr Andrew and all voted in favour. Jane signed the copy of the declaration of office form electronically and joined the meeting.

**03.05.20   DECLARATION OF INTERESTS**

There were no declarations made.

**04.05.20 PUBLIC SPEAKING**

There was no public speaking.

**05.05.20 MINUTES OF THE LAST MEETING**

The Minutes of the Parish Council Meeting held on Monday 9th March 2020 were proposed as correct by Cllr Horne , seconded Cllr Motley and with all unanimously agreeing would be signed and passed to the Clerk when possible.

**06.05.20 DETERMINE IF ANY ITEMS ARE TO BE MOVED TO PART II CONFIDENTIAL**

No items moved to confidential.

**07.05.20 CHAIRS ANNOUNCEMENTS**

Cllr Andrew thanked everyone for taking part in the meeting via zoom.

 **08.05.20 VILLAGE REPORT**

(a) Post Office – The Clerk had received no further information other than that things were slowly progressing. The current situation with Coronavirus will have delayed progress further.

(b)Play Areas – The installation of the new equipment is complete. The Clerk has contacted Playdale to confirm when the Heras fencing will be removed. It was agreed that it is a good thing to have the fencing in place whilst the playarea is not allowed to be used. Playdale staff are currently not working, however following the latest Government announcement they should be back at work this week.

The final payment to Playdale has been made and also the Tarmac Grant second payment has been paid directly into the bank.

The Clerk has asked the Parish Caretaker to clean the stone plaque at Abigail’s park.

The Clerk has not received any further information regarding the I Love Parks week. As play equipment is currently unable to be used it is unlikely the event will take place. It was RESOLVED to look to hold a re-launch when we are able to celebrate the new park.

The Clerk will be working with the artificial turf company on what is the most suitable product to use for the stone steps covering once the social distancing rules are relaxed.

It was RESOLVED to contact High Peak Signs and seek a quote to mount the old Abigail’s memorial sign inside the park.

The damaged sign that Cllr Motely reported at the bottom of St John’s road has been reported to DCC.

 **ACTION – CLERK TO CONFIRM REMOVAL OF FENCING FROM ABIGAIL’S PARK
ACTION - CLERK TO CONFIRM RECOMMENDATION AND QUOTES FOR FLOORING TO COVER STEPS
ACTION – CLERK TO THINK ABOUT RE-LAUNCH POSSIBILITIES
ACTION- CLERK TO CONTACT HIGH PEAK SIGNS AND SEEK QUOTE FOR MOUNTING SIGN**

(c)Footpaths and Highways-

The Clerk has contacted Environment Agency and DCC regarding the flooding on the Highway.
The following update has been received;

Firstly they apologised things are slow and that since November they have been flat out with incident responses to flooding etc. They made reference to the extreme flooding suffered at the end of 2019.
Cadent have removed the smaller trees from the site and are waiting for traffic management permit to remove the rest as they’re too dangerous to take down in a live road. Whilst this is on-going they have been seeking the permits and designs in place to undertake to culvert work.

(d)Toilets –

It was RESOLVED to proceed with ordering and fitting a Radar Key to the disabled toilets.

The new clock for the Bus Shelter/ Toilets area has arrived. The Clerk will pass this to the Parish Caretaker to install.

The Parish Caretaker has recommenced the cleaning of the toilets and there have been no reports of any issues.

The Clerk has not had a response from George Harrison about the damaged light in the bus shelter. It may be due to the current Coronavirus situation and non-essential work not been possible. The Clerk will continue to try and contact George regarding the matter.

The Parish Caretaker reported that the fountain wasn’t working correctly. He was going to look into the issue and report back if it couldn’t be repaired by him.

**ACTION – CLERK TO SOURCE AND ARRANGE RADAR KEYT FOR DISABLED TOILETS
ACTION – CLERK TO CONTACT GEORGE HARRISON REGARDING BUS SHELTER LIGHT**

(e)Cemetery –

The Cemetery has remained open and has been holding burials, but only whilst following government guidelines.

The Clerk has spoken to Simon about the situation and Simon and Gillian are doing their best for people in very difficult times.

It has been reported that one of the grave digging contractors who work for Nouch Funeral Director has said that there needs to be a gap of 2 feet between each grave because of the land sinking and slipping. The grave digger at Mettam’s said that it was not required. The Clerk suggested speaking to Tom Jepson from the group of funeral directors regarding the matter and then we monitor the situation. This was agreed.

Cllr Daniels reported at the March meeting that there was damage near the Mortuary to one of the stones facing the anchor. This will be looked at once it is possible to do so.

**ACTION- CLERK TO CONTACT THE GRAVE DIGGERS AND MONITOR THE SITUATION.
ACTION – CLERK TO ORGANISE REPAIR TO DAMAGE**

(f)Gardens, Mowing/Strimming and Trees –

The Clerk has contacted Peak Park to request the payment from the Bennett Bequest money which was confirmed at the end of 2019. The Clerk will update the Councillors when she has received information.

The Contractors have all kept working safely during the pandemic. James Warriner contacted the Clerk to thank the Parish Council for the prompt payment and support during a difficult time.

The Clerk had conversations with all the contractors and made it clear the Parish Council will support the decisions they make if they decide it isn’t possible to carry out duties. However the Parish Council fully support them if they do continue working, as long as they follow all guidelines. So far all contractors have continued to carry out their contracted work.

The Clerk has written to the owners/occupiers of the house by the tree at Wheston Bank and has asked if they could confirm if they are the landowners and if it was themselves or DCC who planted the tree. There has been no update so far, the Clerk will update the Councillors at the next meeting. Cllr Kilner offered to go and look at the tree and report back to the Parish Council.

 **ACTION- CLERK TO SPEAK TO PEAK PARK REGARDING BENNETT BEQUEST MONEY
ACTION – CLERK TO CONTINUE TO SEEK INFORMATION REGARDING THE TREE AT WHESTON BANK AND CLLR KILNER TO LOOK AT THE MATTER FURTHER.**

 (g ) Bins and Street Furniture

The Clerk received a telephone call from a concerned resident to say that another resident had been filling the bins around the parish with personal waste. The Clerk spoke to DDDC who advised they would contact the resident about this.

It has been reported that the recycling centres hopefully will be open again shortly. Recycling waste collections began again in mid-April and most things are running normally. Garden waste is still not been collected, however other districts have just started collecting garden waste again, so hopefully this will return soon.

The Clerk has contacted TDP who provide our recycled plastic benches and planters regarding a quote for new slats for benches. They are currently closed. The Clerk has sent over the measurements for the required bench slats. Hopefully a response will be received promptly when they reopen and the Clerk will circulate.

**ACTION- CLERK TO CONTINUE TO SEEK QUOTE FOR NEW RECYCLED PLASTIC SLATS FOR THE BENCH**

(h) Housing Needs Update

The planned meeting in April had to be postponed due to the Coronavirus Pandemic. The Clerk will update Councillors with more information when it is provided. .

(i) Common Land

No Updates

(j)War Memorial

Cllr Chapman is putting together the specification for the work in the war memorial garden and once possible, the Clerk will put this out to tender.

The Clerk has received confirmation that the final invoice for the stone work at the war memorial has now been signed off as complete and a Cheque has been sent to Duggan and Parr for this. The War Memorial Trusts Grant of £10,059 has been paid into the Parish Council current account.

The incredible amount of money raised for the War Memorial Project to date is £26917.28 which includes the WMT Grant. The total project cost to date (excluding VAT as we can claim that back) is £21011.82. A breakdown of the project money is below.

|  |  |  |  |
| --- | --- | --- | --- |
| Donations/Grants |  |  | 26917.28 |
| Expenditure up to 31/03/2020 |  |  | 12201.82 |
|  |  |
| Amount in current account remaining for project at 31/03/20 | 14715.46 |
|  |  |  |  |  |
| Money spent April 2020 on project |  | 8810 |
|  |  |  |  |  |
| **Remaining Project fund**  |  |  | **5905.46** |

Thanks were given to Cllr Daniels for decorating the War Memorial area for VE Day and to Cllr Kilner for the work in tidying the memorial garden.

**ACTION – CLERK TO CIRCULATE JOB SPECIFICATION ONCE RECEIVED
ACTION – CLERK TO GET QUOTES FOR WORK**

(k) Sports Complex

The TDCA have circulated a document of information regarding the future of the Sports Complex. A meeting will take place once possible and attendance is encouraged. It was agreed further discussions were required on the matter.

It was agreed to re-circulating the comments Cllr Horne sent to the clerk regarding the information received and the matter will be discussed further at the next meeting.

The Sports Association have been successful in their grant application to Tarmac which means the funds have now been raised to refurbish the MUGA.

Further updates on the Sports Complex will come once the next meeting is able to take place.

**ACTION – CLERK TO CIRCULATE CLLR HORNE’S COMMENTS**

l) Library

The Clerk had received no further updates.

m) Environmental Issues

The Clerk spoke to the Parish Caretaker and it was agreed to use the most environmentally friendly products possible when it was an option.

Cllr Horne and Cllr Kilner advised the group were being as active as possible at this time.

n) Community Speedwatch

The matter will continue once the social distancing guidelines have been relaxed.

**09.05.20 PLANNING**

**Applications:**

**NP/DDD/0320/0252 Markeyhouse Bank Square, Tideswell. Listed building consent- Re-open original window in exact same position where they used to be a window.** The PC have no objections and support the application.  **NP/DDD/0320/0214 1 Bulls Head Court Yard, The Old Cellars, Commercial Road, Tideswell. Listed building consent, various works including replacement doors and windows and new access to yard.** The PC have no objections and support the application.

**NP/DDD/0420/0375 22 Pursglove Drive, Tideswell. Single storey rear extension and two storey side extension with ground and first floor internal remodelling.**The Parish Council has no observations.

**Decisions

None Received**

**10.05.20 CORONAVIRUS PANDEMIC**

The Covid-19 response group have been working hard in the village offering support. A grant of £250 had been made back in April to the group. No further requests have been received.

Councillors discussed a number of residents who have been doing great things in the Community and the Clerk commented that she had also received nominations for Community Awards. The matter will be discussed in future meetings and the clerk has began to compile a list of nominations. Cllrs will also continue to nominate people over the coming weeks.

**11.05.20 NEIGHBOURHOOD PLANNING**

It was RESOLVED to invite Adele Metcalfe from Peak Park to attend the next meeting via Zoom.

**ACTION – CLERK TO CONTACT ADELE METCALFE AND INVITE TO MEETING.**

**12.05.20 CHRISTMAS 2020**

It was RESOLVED for Cllr Moore to contact Teresa Cartlidge-Cox to discuss restoration work on the Crib figures.
All other Christmas matters will be discussed at the next meeting.

**ACTION – CLLR MOORE TO DISCUSS CRIB FIGURES RESTORATION**

**13.05.2020 END OF YEAR ACCOUNTS STATEMENT FOR AUDIT.**The Clerk read out the statements from the Audit 2019/2020 Paper work and all Councillors agreed the information. The Clerk has scanned this and emailed to the Chairman to sign.

**14.05.20 UPDATE OF THE CLERK**The Clerk has contacted DALC and NALC to confirm the situation regarding the Furloughing of the Parish Caretaker. The Council will not receive the 80% of the caretaker’s salary as the funding to pay for this has already been received.

The Clerk has circulated a report from the TADVO group with an update on the Scout hut rebuild.

The Clerk will contact High Peak Signs and ask for a quote for a new Notice Board for the Parish Council Notice Board outside the Co-op.

**ACTION – CLERK TO CONTACT HIGH PEAK SIGNS.**

**15.05.20  FINANCE**

Accounts for Payment were proposed by Cllr Whitehouse, seconded Cllr Moore  and all voted in favour.   These include payments made in April 2020.

|  |  |  |  |
| --- | --- | --- | --- |
| 09/04/2020 | Hannah Owen  | Salary  | 1042.60 |
| 09/04/2020 | Adam Serper | Salary  | 438.00 |
| 09/04/2020 | Hannah Owen | Expense | 64.20 |
| 09/04/2020 | HMRC | PAYE | 109.86 |
| 09/04/2020 | James Warriner | Mowing | 646.00 |
| 09/04/2020 | Will Brindley | Mowing | 120.00 |
| 09/04/2020 | Janine Morris | Gardening | 660.70 |
| 09/04/2020 | DALC Subscriptions | Dalc subs | 431.77 |
| 09/04/2020 | Playdale | Equipment | 44214.96 |
| 09/04/2020 | H Owen | Website fees | 244.51 |
| 09/04/2020 | Duggan & Parr | Stone work war memorial  | 10572.00 |
| 11/05/2020 | Hannah Owen  | Salary  | 1042.60 |
| 11/05/2020 | Adam Serper | Salary  | 438.00 |
| 11/05/2020 | Hannah Owen | Expense | 46.53 |
| 11/05/2020 | HMRC | PAYE | 109.86 |
| 11/05/2020 | James Warriner | Mowing | 800.00 |
| 11/05/2020 | Will Brindley | Mowing | 430.00 |
| 11/05/2020 | Janine Morris | Gardening | 190.00 |
| 11/05/2020 | SSE | ELECTRICITY TOILETS | 111.21 |
| 11/05/2020 | Came & Company | Insurance | 2054.25 |
| 11/05/2020 | High Peak Signs | cemetery signs | 313.20 |

**16.05.20 ITEMS FOR INFORMATION**

**DALC Emails, Derbyshire Police report, Peak Park, Coronavirus updates, DCC Business updates, DDDC Bin information, NALC Information for Parish Councils, Allotment requests.**

**17.05.20 DATE OF NEXT MEETING**

It was RESOLVED that the next Monthly Meeting of the Parish Council will be held on Monday 8th June

**18.05.20 CONFIDENTIALITY RESOLUTION**

No matters raised

The meeting closed at 19.50pm