

AGENDA

Apologies for absence

1 Declaration of Interests. Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).

Where a Member indicates that they have a prejudicial interest but wishes to make representations regarding the item before leaving the meeting, those representations must be made under item (b) of Public Questions and Answers.

2 Public Questions and Answers.

(a) A period of up to 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.

(b) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the Code of Conduct shall do so at this stage.

3 Minutes. To confirm the minutes of the meeting held on 7 January 2021.

4 County Council, District Council and Police Matters.

5 Councillors' inspection reports. To receive reports on inspection of facilities by Councillors.

6 Clerk's Reports.

6.1 Progress Report. A report on outstanding matters is attached.

6.2 Forward Planning. A list of projects or objectives to be monitored and/or progressed is attached.

6.3 Clerk's report. To consider the attached report.

7 Planning applications.

Applications for decision:

2020/1362 Certificate of Lawfulness for the construction of new road with bridge over the River Trent near Walton-on-Trent

2020/1439 Single storey side extension to form garage, 25 Ferny Close

2020/1451 Certificate of Lawfulness for proposed single storey extension, 38 Forest View.

8 Village Hall matters. To consider any matters affecting the operation of the Village Hall.

9 Website. To consider whether any additional items should be included in the website.

10 Accounts

10.1 Accounts for Payment. To authorise payment of the following accounts:

| Cheque | Supplier | Description | Net | VAT | Total |
|---------|---|------------------------------|---------|--------|---------|
| | Total salaries & wages costs | | | | * |
| ** BACS | Swadlincote Aerials & Home Security Ltd | CCTV system for Village Hall | 2288.00 | 657.60 | 3945.60 |
| BACS | LRALC Ltd | Internal Audit fee | 250.00 | | 250.00 |
| BACS | Eden Tree Care & Fencing Ltd | Trim allotments hedge | 120.00 | 24.00 | 144.00 |
| D/D | Information Commissioner | Data Protection registration | 35.00 | | 35.00 |

| | | | | | |
|-----|-----------------|-------------------------------|--------|--------|--------|
| D/D | Opus Energy Ltd | Electricity to public toilets | 16.69 | 0.83 | 17.52 |
| D/D | SSE | Electricity to Village Hall | 269.60 | 53.92 | 323.52 |
| D/D | TalkTalk | Internet charges | 18.00 | 3.60 | 21.60 |
| D/D | British Gas | Gas to Village Hall | 568.48 | 113.68 | 682.16 |

* Details of the salaries and wages costs are provided separately for Members.

** These accounts were paid between meetings to avoid unnecessary delay.

10.2 Receipts. The following amounts have been received since the last meeting:

| Name | Description | Amount |
|-----------------------------------|---------------------|---------------|
| Various | Allotment rents | 195.00 |
| Overseal Pre-school | Use of Village Hall | 2226.00 |
| South Derbyshire District Council | Grant towards CCTV | 1644.00 |
| South Derbyshire District Council | S.136 refund | 13532.00 |

10.3 Audit. To examine the Council's bank statements, bills and other financial documents.

11 Councillors' reports. To receive and consider reports by members on urgent matters affecting the Parish.

OVERSEAL PARISH COUNCIL



THE NEXT MEETING OF THE PARISH COUNCIL
WILL TAKE PLACE ONLINE ON
THURSDAY, 4 February 2021

AT 7.00 pm

THE PUBLIC AND PRESS ARE CORDIALLY
INVITED TO ATTEND

Topic: Overseal Parish Council's Zoom Meeting
Time: Feb 4, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/83513305191?pwd=ZIZNZE9pZUxDcFo1TkFiaTNYRTk4Zz09>

Meeting ID: 835 1330 5191

Passcode: 987509

One tap mobile

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OVERSEAL PARISH COUNCIL

MINUTES of the Online Meeting of the Council held on Thursday 7 January 2021.

Present: Mrs C M Knight - Chairman

Mr A W Cook, Mr R Cox, Mrs J Cunningham-Gardner, Mrs M Elton, Mr M A Knight, Mrs R O'Brien, Mr D E Patrick and Mr S C Sharpe.

In attendance: Cllr Mrs A Wheelton (South Derbyshire District Council) and Cllr P Murray (Derbyshire County Council)

Apologies for absence were received from Mrs S M Ward.

117 DECLARATIONS OF INTERESTS

Mr A Cook declared personal interest in minute no 126.4(b) (Budget for 2021-2022/salaries) .

118 PUBLIC QUESTIONS AND ANSWERS

None.

119 MINUTES

The minutes of the meeting held on 10 December 2020, copies of which had been previously circulated, were approved as a true record.

120 COUNTY, DISTRICT AND POLICE MATTERS

120.1 District Council. No matters were raised.

120.2 Police. The list of reported crimes showed a reduction on Overseal; it was noted that two entries for Linton actually related to a location in Overseal.

Members reported that a child on a powered scooter had been seen several times on the recreation ground, which had caused damage to both pitches. The child was accompanied by an adult and he had parked his vehicle on the grass verge. Efforts would be made to identify him and a report would then be submitted to the Police.

Dogs were also being permitted to run loose in the MUGA, despite notices to the contrary.

120.3 County Council. The gullies at the traffic lights and on Main Street had still not been cleaned; the pavement at Acresford Road at the entrance to Church Walk had been covered in mud from the adjoining farm for about two years and it was now deep, slippery and icy mud, forcing pedestrians to go into the road to avoid it. The County Council would be asked to deal with this urgently.

120.4 Hallcroft Avenue verge. A resident had apparently placed some logs on the damaged section of verge in an attempt to prevent vehicles from being parked there, as this had caused the damage originally. It was felt that this reinstatement should be pursued but further thought needed to be given to the nature of the work which should be carried out. The matter would be included in the agenda for the next meeting and meanwhile, Members' views would be assembled prior to the meeting.

121 CLERK'S REPORT

121.1 Progress report. A progress report on various matters previously raised was considered (copy attached to the official copy of the Minutes).

121.2 Forward Planning. The Council received the report on Forward Planning issues (copy attached to the official copy of the minutes).

121.3 Highway verge closure. Notice had been received that a short length of verge outside 3 Acresford Road was to be closed from 7 January for up to a month to allow work permitted by a planning permission to be carried out.

121.4 CCTV for the Village Hall. Three quotations were obtained and an application for grant from the Safer Neighbourhoods Partnership was submitted in December and a grant of 50% had been approved. The quotation of Swadlincote Aerials was accepted under delegated powers and the work would be carried out in January.

121.5 Resident's concerns. A resident had expressed a number of concerns and suggestions about local matters.:

- Damage to verges by parking – suggested education and signage;
- Litter – structured litter pick to supplement the work of the Council's staff;
- Unruly activities at the recreation ground – suggested switching off the floodlights to deter groups from elsewhere.

The problem of the damaged verge was referred to above and the intention regarding litter was that a structured litter pick should take place at the Nature Area in the Spring, if Covid restrictions permitted. The floodlights had been switched off for about 2 months to avoid problems with groups of people assembling and causing nuisance.

121.6 Census 2021. The Office for National Statistics (ONS) was recruiting over 35,000 field staff to encourage householders to fill in their 2021 Census questionnaires and maximise response rates.

121.7 South Derbyshire Equalities, Diversity and Inclusion Strategy 2021-25 consultation.

The District Council and was consulting on its draft strategy; any responses should be submitted by 4 February. It was based on five objectives and an Action Plan had been developed around them (copy attached to the official copy of the minutes). They were:

- Enable a diverse workforce;
- Be a leader in equality, diversity and inclusion;
- Involve our diverse communities in decision-making;
- Deliver services that meet everyone's needs;
- Understand our diverse communities.

A copy of the more detailed Action Plan was examined and was broadly accepted, though concern was expressed about accessibility difficulties likely to be experienced by elderly or very young people and those who did not have access to the Internet to use social media for communication.

121.7 Appointment of Clerk & RFO. A verbal report on applications received to date was submitted. The Clerk advised that it may become necessary to consider increased hours in the light of experience.

122 COUNCILLORS' INSPECTION REPORTS

Most areas were satisfactory, but it was noted that there was wear to the top pitch, especially in the goalmouth areas, and advice would be sought as to the appropriate repairs.

123 PLANNING APPLICATIONS

None.

124 VILLAGE HALL MATTERS

People were gaining access to the Village Hall roof via the container at the rear. It was thought that renewal of the anti-climb paint was necessary, but Mr Cook undertook to inspect and report back

125 WEBSITE

None.

126 ACCOUNTS**126.1 Accounts for payment**

Payment of the following accounts was authorised:

| Cheque | Supplier | Description | Net | VAT | Total |
|--------|-----------------------------------|--|--------|-------|--------|
| | Total salaries & wages costs | | | | * |
| BACS | D Walker | Christmas lights | 410.00 | | 410.00 |
| **BACS | L Morris | Cleaning Pavilion (December) | 60.00 | | 60.00 |
| BACS | South Derbyshire District Council | Rent of Lullington Road allotment site | 100.00 | | 100.00 |
| D/D | SSE | Electricity to Village Hall | 294.86 | 58.97 | 353.83 |
| D/D | TalkTalk | Internet charges | 18.00 | 3.60 | 21.60 |
| D/D | British Gas | Gas to Village Hall | 297.99 | 14.89 | 312.88 |
| D/D | Opus Energy Ltd | Electricity to public toilets | 16.45 | 0.82 | 17.27 |

* Details of the salaries and wages costs were provided separately for Members.

** This account had been paid between meetings to avoid unnecessary delay.

126.2 Receipts

The following amounts had been received since the last meeting:

| Name | Description | Amount |
|-------------------------|-----------------|--------|
| Dancey's Daycare | Use of Pavilion | 360.00 |
| Overseal Gala Committee | Wreath | 25.00 |

126.3 Audit. The Council's financial documents from last month had been inspected.

126.4 Budget for 2021/2022

The Council considered the report of the Clerk & Responsible Financial Officer (copy attached to the official copy of the minutes).

RESOLVED:

- That no alteration be made to hire rates and charges;
- That the salaries of the Caretaker and Litter pickers be adjusted to take account of the increase in the National Living Wage from 1 April 2021;
- That the revised quotation for the construction of a car park at the Edward Street allotments in the sum of £3244.00 be accepted and the work carried out in this financial year;
- That a contribution of £3600 be made to the Repairs & Renewals Fund (to exclude increases for chairs and tables), plus a further £1500 'top up' for the figure for external painting of the Village Hall, to be carried out in 2021;
- That an additional £300 be included for replacing a dog bin at the MUGA;
- That the removal of the chimney on the roof of the Village Hall at a cost of £351 be accrued out this year;

- (g) That the repainting of fences near to the Village Hall be excluded;
- (h) That any expenditure for the Green Flag Community Award be met from the budget for Environmental Improvements;
- (i) That provision be made for the reinstatement of the verge in Hallcroft Avenue in the sum of £4000;
- (j) That no changes be made to the base budget;
- (k) That a Precept of £33,000 be levied for 2021-2022, being an increase of 3.35%.

(Mr A W Cook declared a personal interest in item (b) above)

(Mrs R O'Brien left the meeting at 7.50pm)

127 COUNCILLORS' REPORTS

127.1 Computers. There was a shortage of laptops for use by children during the current lockdown and it was suggested that the Council's computers at the Village Hall could be offered to the CVS or Churches Together. The operating systems were obsolete and it would be uneconomic to upgrade the computers to accept current systems. It was agreed in principle to dispose of them.

127.2 Rights of Way. Footpath 1 was again almost blocked by both hedges being overgrown. Also, a new footpath serving the Acresford Road development required making safe or diverted; the County Council's Footpaths Officer would be asked to attend a site visit for both of these.

127.3 Nature Area. A fence had been installed at the Nature Area, though it was rather flimsy.

127.4 Spring Cottage. No action had apparently been taken to deal with the poor appearance of Spring Cottage and Leicestershire County Council and Ashby Woulds Town Council would be asked to expedite matters. The main issues were large amounts of litter (despite voluntary efforts to clear it), fridges had been dumped, large vehicles were on front gardens, some being broken up, and the general appearance was one of neglect. Western Power Distribution would be asked to cut back the hedge and upgrowth at the electricity sub-station.

The meeting ended at 8.10 pm

Chairman

**CLERK'S REPORT – FEBRUARY 2021
FORWARD PLANNING**

The following matters have been identified as longer term objectives or matters to be monitored.

| Project/objective | Description | Date |
|--|---|---------------|
| Additional entrance to recreation ground | Quotations invited June 2016. Higher than anticipated. | January 2017 |
| Replacement Village Hall | Long term replacement of the Village Hall will become necessary at some stage. | November 2016 |
| Traffic calming | Press for traffic calming, preferably to include average speed cameras, when Mercia Park (J11) development is active. Referred to CREST, who say that it is the responsibility of the County Council. | July 2020 |

**CLERK'S PROGRESS REPORT – JANUARY 2021
SECTION A - ONGOING MATTERS**

| Min No | Item | Comments | Person |
|------------------|-----------------------------|--|---------------|
| 2018/2019 | | | |
| 59 | Nature Area | County Council say that they will look at the Nature Area with a view to proper management. Requested to clarify responsibility for car park in the event of damage to third parties. No response. Overhanging branches would be school's responsibility. | Clerk |
| 2019/2020 | | | |
| 23.3 | LED street lights programme | The County Council say that only a few lights now need attention and these are affected by trees. The programme for replacing the 'strategic network' lights is not due for completion until 2022 – these are columns of 12, 10 or 8m high, which includes Woodville Road. | Clerk |
| 30.3 | Overseale House | The Heritage Officer has advised that roof leaks have been repaired but that little other progress has been achieved. Derbyshire Historic Buildings Trust are to offer assistance and Historic England are to include it in the Heritage at Risk Register. SDDC are continuing to monitor the property, hoping to avoid formal action. | Clerk |
| | Land at Manor School View | The District Council is pressing the Developer's Solicitors to complete this matter. The process appears to have re-started, but the Developers' Solicitors have not yet provided the required information to enable completion to take place; however, they have secured the release of a bank charge (Dec 2020) | Clerk/AW |

SECTION B - ONE-OFF ITEMS

| Min No | Item | Comments | Person |
|------------------------|---------------------------------------|--|---------------|
| 2019/2020 | | | |
| 137.10 | Hallcroft Avenue repairs | Has been referred to the Highway Care Manager. Now scheduled for February 2021. | Clerk/PM |
| 2020/21 58.7 | Verge reinstatement, Hallcroft Avenue | Permission given by County Council. Consultation of statutory undertakers carried out. | Clerk |

January 2021

**OVERSEAL PARISH COUNCIL
COUNCIL MEETING FEBRUARY 2021
CLERK'S REPORT**

1 Hallcroft Avenue verge reinstatement. At the last meeting, it was agreed to consider what steps should be taken to reinstate the verge where it has been damaged by parking. Members were asked to send their suggestions prior to the meeting so that proper consideration could be given to suggested measures. Ideas put forward so far are:

- We need kerbs to separate from the road.
- Grass. The temptation would be to pull onto the verge, as is happening now.
- Small shrubs. These would need some maintenance.
- A row of small bollards. Would this be allowed? Would it look unsightly?
- Stones. These would probably spread into the road.
- A kerb with tarmac to pavement. Unsightly?
- While a hardstanding would be preferable, it would be higher cost and repairs could be at the Parish Council's expense in future; however, grass may get badly damaged unless it is protected, and gravel could chip vehicles and become unattractive.
- A neat tarmac area with a defined border
- Install kerbs and reinstate the grass verge with wooden bollards (with reflectors) to prevent future parking.

It has now been confirmed that work on resurfacing is likely to take place in about February and that it will include kerbs, at least in the vicinity of this reinstatement area.

2 Data Protection. The Council's registration has been renewed until January 2022.

3 Spring Cottage. Leicestershire County Council and North West Leicestershire District Council have taken action on the various complaints about conditions in Spring Cottage. The gullies problem relates to a collapsed pipe, which will be dealt with in March.

4 Proposed Traffic Regulation Order Woodville Road. The County Council are proposing to make an Order which would prevent parking at any time on the 'School Keep Clear' markings outside the school. Comments may be made up to 8 February, when a formal consultation will take place before confirming the Order.

5 Mobile speed camera. Mercia Park developers have said that the terms of the Community Fund do not allow 'highway infrastructure to be supported financially but they have no objection to including Overseal in the list of Parishes able to use the camera which they are funding. Oakthorpe, Donisthorpe & Acresford Parish Council (ODAPC) are preparing protocols, agreements and an information pack for use by all councils involved. When this has been approved by ODAPC and Mercia Park, they will be sent to the councils involved, including Overseal. This should result in Overseal being able to make use of the equipment from time to time, probably with intervals of several months.

6 Summer sports programme. The District Council has confirmed that the programme from 2020 has been rolled forward to this year, restrictions permitting.

7 Footpath no 1, Woodlands Road-Forest View. The County Council has inspected this path and noted that the hedges had been cut back. However the path was still very difficult to negotiate and they have written to the owners requiring further cutting to widen the path.

8 Appointment of Clerk & Responsible Financial Officer. The post has been offered to Mrs Karen Turrell and she will be starting on 1 March. I will act as consultant until the planned finish date of 31 May, giving support and guidance as necessary. The appointment is subject to three months' probation.

The Council is asked to approve:

- designation as Proper Officer for the purposes of the statutory duty to carry out all the functions of the Clerk, and in particular to serve or issue all the notifications required by law of a local authority's Proper Officer, with effect from the date of appointment;
- a signatory on the Council's bank accounts forthwith and the removal of Mr J E White as a signatory from 31 May 2021.

9 Business interruption grants. South Derbyshire District Council are now dealing with applications for grants relating to closures or partial closures during the November 2020 restrictions and an application has been submitted. This may result in a grant of £1334 and could be followed by a further grant relating to the lockdown which started on 5 January 2021.

10 South Derbyshire Equalities, Diversity and Inclusion Strategy 2021-25 consultation. The Council's views were submitted and the District Council has replied that the plan covers accessibility issues and they agree this is an area the District Council will need to focus on. They will continue to work with organisations to support residents who support people who do not have access to digital platforms.

They have produced an at-a-glance version of the action plan which is available to view on the council website: Equality, diversity and inclusion action plan at-a-glance/South Derbyshire DistrictCouncil:

<https://www.southderbyshire.gov.uk/assets/attach/6806/At%20a%20Glance%20Equality%2cDiversity%20and%20Inclusion%20Action%20Plan%2017.12.2020.pdf> .

J E White
Clerk
January 2021