

# OVERSEAL PARISH COUNCIL

MINUTES of the online meeting of the Council held at the Pavilion, Woodville Road, Overseal on Thursday 4 June 2020.

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

**Apologies for absence** were received from Mrs M Elton, Cllrs A Brady and Mrs A Wheelton (South Derbyshire District Council) and Cllr P Murray (Derbyshire County Council).

## 16 DECLARATIONS OF INTERESTS

None

## 17 PUBLIC QUESTIONS AND ANSWERS

None.

## 18 MINUTES

The minutes of the meeting held on 7 May 2020, copies of which had been previously circulated, were approved as a true record subject to correcting minute no 5.2. to read:

After a period of quiet, the explosions had restarted and there had been complaints from the all over the village, together with surrounding villages; these would be reported to the Police for action.

## 19 COUNTY, DISTRICT AND POLICE MATTERS

**191 District Council.** Cllr Mrs Wheelton had reported that planning Officers accompanied by Police had visited the gypsy site on A.444 to determine what action further should be taken. Vehicles had been removed from the car park following service of the necessary notices. Planning meetings were to resume shortly and the District Council had issued updated advice on social distancing relating to parks and open spaces.

**19.2 Police.** The crime statistics for May were presented and showed a considerable increase in reported crimes.

**19.3 County Council.** Cllr P Murray had been informed that the resurfacing of Hallcroft Avenue was not included in the priority list and he had asked for an explanation from the relevant Officer and an indication when the work would be carried out.

## 20 CLERK'S REPORT

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

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

### 20.3 Village Hall

**20.1.1 Water supply.** The final connection with a larger pipe depended on South Staffordshire Water providing the new connection; they were asked early in May to do so but were only dealing with emergencies and this situation had continued.

**20.1.2 Caretaking & Cleaning.** The Caretaker was continuing to work in and around the Village Hall; regular maintenance (including running taps to remove Legionnaires disease risk) was supplemented by painting, weed killing and similar jobs. The premises would be able to be brought back into public use in about a week when circumstances permitted.

**20.2 Security.** The intruder alarms and CCTV cameras were fully operational.

**20.3 Accounts for 2019/2020.** The Accounts were finalised and had been sent to the external auditor. Publication was on the website and notice board before 15 June.

**The meeting was adjourned at this point due to technical difficulties.**

The meeting ended at 7.25 pm

**Chairman**



# OVERSEAL PARISH COUNCIL

MINUTES of the adjourned online meeting of the Council held at the Pavilion, Woodville Road, Overseal on Friday 5 June 2020.

**Present:** Mrs C M Knight - Chairman  
Mr R Cox, Mr M A Knight and Mr D E Patrick.

**Apologies for absence** were received from Mrs J Cunningham-Gardner, Mrs R O'Brien, Mrs S M Ward, Cllrs A Brady and Mrs A Wheelton (South Derbyshire District Council) and Cllr P Murray (Derbyshire County Council).

## 16 DECLARATIONS OF INTERESTS

None

## 17 PUBLIC QUESTIONS AND ANSWERS

None.

### 20.4 Review of Documents.

The Internal Auditor recommended that certain documents should be reviewed as they were originally approved some years ago.

**20.4.1 Financial Regulations.** The Council's Financial Regulations were approved in 2007 and NALC issued a new model in 2019, which had made many improvements to the former versions. A copy accompanied the agenda and a few minor modifications to the model had been made to fit local circumstances.

Also, the possibility of Internet Banking had been raised, as it was now permitted by law and was convenient for payment of salaries as well as ordinary payments. While this had been raised in connection with the restricted movement because of the Coronavirus pandemic, it would nevertheless be useful generally. Clearly, arrangements needed to be made with the bank and subject to suitable safeguards to involve approval by Members during the process of authorisation and to reports being made to the council at each meeting as now. Alternative Regulations 6.7 and 6.9 were set out for adoption if considered appropriate.

RESOLVED:

- (a) That arrangements for internet banking should be made, and
- (b) That the Financial Regulations as set out be approved, including the amendments to regulations 6.7 and 6.9.

**20.4.2 Publication Scheme.** The Council reviewed the current scheme.

- (a) The meeting place for Council meetings be updated to the Pavilion;
- (b) The current Precept figure (£31930) be stated;
- (c) Procedural Standing Orders – to read 'Hard copy 10p per sheet' and that the procedural standing orders be added to the website;
- (d) Policies - to read 'Hard copy 10p per sheet';
- (e) Register of Members' Interests - to read 'Website, Hard copy 10p per sheet'.

RESOLVED: That these changes be made to the current scheme.

**20.4.3 Remaining documents** to be reviewed were Standing Orders, the Code of Conduct, the Asset Register and the Freedom of Information Statement.

**20.5 Bus stop markings, Woodville Road.** The County Council had agreed to remove these markings.

**20.6 Hallcroft Avenue.**

- (a) **Surface.** The County Council said that *'the highway inspector had recently visited this area and raised job for all defects that meet Derbyshire County Councils criteria for repair. This location has also been forwarded to the Project Engineer for Maintenance Programmes for consideration to be placed onto the surface dressing programme, this is decided based on a road's priority and also the budget available. However, this has been added to the list for consideration.'*
- (b) **Verge.** An unofficial layby was established in Hallcroft Avenue near to the Doctor's Surgery but now that the surgery had closed a request had been received that the verge be reinstated and a few stones placed on it to deter further parking. It was agreed to seek a Cultivation Licence from the County Council to allow the Parish Council to carry out the work and to seek a quotation for the work.

**20.7 S.137 limit.** The Section 137 limit for 2020/21 had been set at £8.32 per elector, which would result in a total limit on spending under this power of £17447.

**20.8 Lullington Road, safety.** A suggestion had been made that the County Council be asked to extend the 30mph restrictions by about 100m as the road was subject to a 60mph limit at present, it was used by walkers etc and there were no footpaths. While a 30mph limit would require street lighting and various other measures, 'Slow' signs on the road surface might achieve an improvement in safety; additionally, the County Council could be requested to install signs warning of pedestrians on the road, especially as there was National Forest land adjoining the road.

Members pointed out that, if pedestrians walked facing the oncoming traffic (as was recommended), they would be on a blind bend. It was known that many people were now walking on this section of the road. It was agreed to ask the County Council to arrange an inspection with a view to improvements to safety being implemented.

**20.9 S.106 monies.** The second payment from the Acresford Road development was due at the occupation of the 35<sup>th</sup> dwelling and in April, 17 of the houses had been completed. The District Council were monitoring occupation of houses and would inform the Clerk when the 'trigger' for the second payment was closer, which would enable the MUGA extension contracts to proceed. The payment for the Moira Road development was due at 2<sup>nd</sup> occupation but no occupations were recorded in April.

**21 COUNCILLORS' INSPECTION REPORTS**

Mrs M Elton had reported that some minor repairs were necessary and that the signs on the Village Hall needed repainting.

**22 PLANNING APPLICATIONS**

**The following applications had been approved:**

0067 Amended designs, 10 houses on land at Poplars Farm, Moira Road

0212 Retention of amendments to plot 68. (This approved the design as constructed rather than the mirror image which had been intended).

0306 Landscaping of substation, land at Acresford Road

An application concerning the footpath fronting the Acresford Road development had been determined but the decision notice had not yet been posted on the website. Members would inspect the website to see the details.

## 23 VILLAGE HALL MATTERS

It appeared that there would be a further delay before the Village Hall would be brought back into use.

## 24 WEBSITE

None.

## 25 ACCOUNTS

### 25.1 Accounts for payment

Payment of the following accounts was authorised:

Cheque	Supplier	Description	Net	VAT	Total
	Total salaries & wages costs				*
2845	South Staffs Water Business	New water supply pipe to Village Hall	2450.00	490.00	2940.00
2846	Yee Group Ltd	Replace defective CCTV camera at Village Hall	243.81	48.76	292.57
2847	PHS Group	Sanitary disposal service to Village Hall	258.70	51.74	310.44
2848	Peach Properties	Internal pipes and external tap	850.00		850.00
2849	Harvey & Clark Ltd	Rebuilding car park walls at Village Hall	3047.00	609.40	3656.40
2850	P Stone	Summer bedding, Pavilion & future maintenance	960.00		960.00
2851	Ellis Whittam Ltd	Health & Safety Consultancy	1679.72	335.94	2015.66
2852	Ellis Whittam Ltd	Health & Safety Insurance	72.76	11.00	83.76
2853	Ian Stone Gardening Services	Pitch mowing	390.00		390.00
D/D	SSE	Electricity to Village Hall	180.08	36.01	216.09
D/D	TalkTalk	Internet charges	18.00	3.60	21.60
D/D	British Gas	Gas to Village Hall	372.04	18.60	390.64

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

### 25.2 Receipts

The following amount had been received since the last meeting:

Name	Description	Amount
Kinston HLF Foodbox	Market at Village Hall car park	30.00

**25.3 Audit.** The Council's financial documents were unable to be inspected. However, the Clerk reported that the bank reconciliation had been completed successfully.

## 26 COUNCILLORS' REPORTS

**26.1 Privet hedge, footpath Woodville Road/Moira Road.** This hedge was overgrown at the Woodville Road end and the recent strong winds had caused it to lean into the path. Mrs Knight agreed to contact the two adjoining owners to request that they tie the hedge back pending trimming later in the year.

**26.2 Footpath maintenance.** The Clerk reported that Mr P Stone was to trim and spray footpaths 18 and 19 the following week.

**26.3 Direction sign, Church Way.** Mr Knight reported that the sign was due to be delivered the following week and that he would install it.

**27 EXCLUSION OF PRESS AND PUBLIC.**

RESOLVED: That the Press and public be excluded from the meeting during consideration of the following items in pursuance of the Public Bodies (Admission to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business.

**28 CLERK'S REPORT**

The Council considered the report of the Clerk (copy attached to the official copy of the minutes). It was agreed to remove a former signatory from the mandate and to authorise the Clerk to arrange online banking and to make future payments by BACS. Internal security arrangements for authorisation would be established.

The meeting ended at 7.25 pm

**Chairman**