

NORTHWOOD & TINKERSLEY PARISH COUNCIL

Clerk: Sarah Porter

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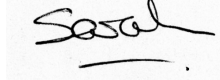
6th January 2021

Dear Councillor,

You are summoned to attend the Northwood & Tinkersley Parish Council Ordinary meeting on **Wednesday 13th January 2021 at 7.30pm via Zoom (please see the website for the code or contact the Clerk).**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sarah Porter

AGENDA

PART 1 – NON CONFIDENTIAL ITEMS

- | | <i>Report / Action
Required</i> |
|--|--|
| 1. Apologies for absence | To note |
| 2. Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest
Please Note:
a) 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
b) 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 wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct. | To note |
| 3. Public speaking
a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter.
b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. | To note and
action |
| 4. To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item
Item no y. This item title will then be the item to be discussed with press and public excluded
....." | |
| 5. To approve the Minutes of the Meeting held on 24 th November 2020 | To approve |
| 6. Matters Arising (non decision making) <ul style="list-style-type: none">• Councillor vacancies• Surface Water on Northwood Lane – Chased again by Clerk• Defibrillator• Playing Field• Planning applications• Finance• Website• Correspondence actioned as agreed | Update
Cllr Atkin
Agenda Item 8
Agenda Item 9
Agenda Item 7
Agenda Item 10
Agenda Item 10
To note |
| 7. Planning Applications <ul style="list-style-type: none">• New (consulted by email)– None• Existing:<ul style="list-style-type: none">○ 20/01007/FUL - Proposed enlargement of existing front extension - 122 Northwood Lane, Darley Dale, Derbyshire DE4 2HS○ Notification of appeal - 20/00625/FUL - APP/3263913 - Appeal by Mr And Ms Ayres And Baillie - 114 Northwood Lane, Darley Dale | To note
To note |
| 8. Defibrillator <ul style="list-style-type: none">• Chased up connection but not head anything back.• Defibrillator ordered | To discuss |
| 9. Playing Field | Cllr Lindebaum |

- | | | | |
|-----|--|--|--|
| 10. | Finance and Audit | <ul style="list-style-type: none"> • Swapping bank account – No update • Budget setting 2021-2022 and agree precept – Appendix A • Accounts to 5th January 2021 – Appendix B • Website • Footpath maintenance in 2021 • S137 requests – None • New expenditure to approve <ul style="list-style-type: none"> ➤ Cheque 636 – £1,554 (£259 VAT) • Expenditure to note <ul style="list-style-type: none"> ➤ Standing Order – Clerk Pay - £165 per month • New income to note – None | <p>To note</p> <p>To discuss</p> <p>To note</p> <p>Cllr Fincham</p> <p>To discuss</p> <p>To note</p> <p>To approve</p> <p>To note</p> <p>To note</p> |
| 11. | Correspondence: | <ul style="list-style-type: none"> • Holiday home lettings risk in Derbyshire Dales • Derbyshire Dales District Council – Statement of Community Involvement 2020 | <p>To note</p> <p>To comment</p> |
| 12. | Feedback from Meetings and Training – None | | |
| 13. | For information: | <ul style="list-style-type: none"> • Coronavirus updates and information circulated | <p>To note</p> |
| 14. | Reading (circulated by email): | <ul style="list-style-type: none"> • Darley Hillside Residents Association newsletter • Derbyshire PCC Spotlight Winter 20-21 Newsletter • Planning notices • Peak Park Authority Press Releases • Derbyshire County Council Community News and Press Releases • Derbyshire Dales District Council Press Releases • Police Alerts | <p>All to be read</p> |

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm venue dependent on Covid restrictions, these may be via zoom - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND:

- 24th February
- 7th April
- 19th May
- 30th June
- 22nd September
- 3rd November

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MINUTES

For the meeting held on 24th November 2020 via Zoom

Councillors: Sharlaine Fincham
David Hempshall
Janet Iles

Tessa Lindebaum
Colin Wragg

Apologies: Cllr Trevor Lane
Cllr Alan Palfreyman
Cllr Matthew Buckler (DDDC)
Cllr Jason Atkin (DCC)
PCSO Anthony Boswell (Police)

Others: Sarah Porter

*Report / Action
Required*

1. Apologies for absence were received from Cllr Trevor Lane, Cllr Alan Palfreyman, Cllr Matthew Buckler, Cllr Jason Atkin and PCSO Anthony Boswell (Police).
2. There were no declaration of interests
3. Public speaking:
 - Bus stop litter – reported to the Clerk by a resident and reported but needs monitoring. It was agreed to ask for a litter bin in this area. Clerk
 - On behalf of Cllr Buckler – He wondered if the Parish Council would like to put the wildflower meadow as a pilot area. There was a discussion about needing a mini digger to clear some area for the Yellow rattle. Clerk will speak to Cllr Buckler about whether DDDC could do this or whether Cllr Buckler or Cllr Atkin could provide a grant. Clerk
 - Cllr Fincham:
 - The poppies need to be taken down. It was agreed to tackle this at the weekend – Saturday at 2pm. All
 - Sarah Dines PA has been in contact to say hello and ask for what the priorities for the area are. Cllr Fincham mentioned the playing field.
 - Security of the old Matlock Transport site on Northwood Lane has not been great. It has been reported.
4. There were no items to be taken with the public excluded
5. The Minutes of the Meeting held on 30th September 2020 were approved
6. Matters Arising (non decision making)
 - Councillor vacancies – This will be readvertised in the new year Clerk
 - Surface Water on Northwood Lane – Clerk will chase Cllr Atkin Clerk
 - Defibrillator was discussed under Item 8
 - Playing Field was discussed under Item 9
 - Planning applications were discussed under Item 7
 - Finance was discussed under Item 10
 - Website was discussed under Item 10
 - Correspondence actioned as agreed
 - Footpath and bridleway changes – nothing further received
 - Ward boundary changes – comments acknowledged
7. Planning Applications
 - New (consulted by email)– None
 - Existing:
 - 20/01007/FUL - Proposed enlargement of existing front extension - 122 Northwood Lane, Darley Dale, Derbyshire DE4 2HS
8. Defibrillator
 - Working with Western Power – Clerk is chasing up the supplier and sorting a box for the wires. Clerk
 - Clerk will get some defibrillator prices and circulate them Clerk
 - Ernest Bailey Grant application not successful
9. Playing Field
 - Apply as a Community Asset – this was discussed and felt that it should be looked at again at the next meeting. Clerk
 - Wildflower meadow has been cut
10. Finance and Audit:
 - Swapping bank account – Clerk completed application for the Co-Op and now needs to be signed by everybody All
 - Budget setting 2021-2022 – The draft was discussed and tweaked. It was agreed that the Parish Council should avoid putting up the precept. Clerk
 - Accounts to 16th November 2020 were noted

Signed:.....

Dated:.....

- Website review/new website – Quote received to provide a new website £240. It was agreed that Cllr Fincham would put together what is required on a new website. Clerk will remove the signatures from the Register of Interests Cllr
Fincham
Clerk
 - Quote for footpath maintenance in 2021 - £390 from existing contractor and £425 from another contractor. No one else tendered. It was agreed to approach another contractor. Councillors to let the Clerk know contact details. All
 - S137 requests – None
 - New expenditure approved: Clerk
 - Cheque 632 – Internal audit - £37.50
 - Cheque 633 – Wildflower meadow mowing - £60 (£10 VAT)
 - Cheque 634 – Poppy donation – £66
 - Cheque 635 - Clerk pay discrepancy October – December, home office contribution and stamps - £131.45
 - Expenditure noted:
 - Standing Order – Clerk Pay - £165 per month
 - Cheque 631 – Insurance - £364.95
 - New income noted – Interest of 8p
11. Correspondence:
- Registered to participate in the Snow Warden Scheme but no grit needed. Clerk will promote residents having some for their section of footpaths. Clerk
 - Introducing The Peaks and Dales Railway Reinstatement Proposals and campaign body, MEMRAP
 - Rainbow gardens Christmas idea - to promote positivity and remembrance of those who may have been lost due to Covid, it has been suggested that as a community we decorate our gardens and outside in rainbow colours for Christmas, it need only be a few baubles. The children (and adults) could then hunt the Parish to find the Christmas objects. This was supported as a lovely idea. Clerk to circulate. Clerk
 - Derbyshire Dales District Council – Statement of Community Involvement 2020 is out for consultation. It was agreed to send comments to the Clerk by the end of December. All
12. Feedback from Meetings and Training – None
13. For information:
- Coronavirus updates and information circulated
 - Poppies erected. More could not be purchased this year due to Covid Restrictions. Will be on the agenda for July next year to discuss.
 - Water mains leak concern circulated via email and Facebook
14. Reading (circulated by email):
- Darley Hillside Residents Association newsletter
 - Planning notices
 - Peak Park Authority Press Releases
 - Derbyshire County Council Community News and Press Releases
 - Derbyshire Dales District Council Press Releases
 - Police Alerts
15. Dates of meetings in 2021, currently approved as:
- 27th January
 - 31st March
 - 26th May
 - 28th July – School holidays so move earlier?
 - 19th September
 - 24th November
- There was a discussion about changing to 6 weekly instead. There was a discussion about the benefit of this and how it could be measured. It was decided to try it out and therefore the meeting dates were changed to 6 weekly:
- 13th January
 - 24th February
 - 7th April
 - 19th May
 - 30th June
 - 22nd September
 - 3rd November

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm venue to be confirmed due to Covid restrictions - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND –

- 13th January 2021

	2014-2015 actual	2015-2016 actual	2016 - 2017 actual	2017-2018 actual	2018-2019 actual	2019-2020 actual	2020-2021 budget	2020-2021 actual to decisions made to November 2020	Revised estimate 2020-2021	Proposed Budget 2021-2022	
Expenditure											
Admin	Clerk Salary	1,491.72	1,491.72	1,491.72	2,006.05	2,012.10	2,302.15	2,100.00	1,564.15	2,500.00	2,500.00
	Clerk Expenses and home office contribution	-	-	-	100.00	200.00	200.00	200.00	200.00	200.00	200.00
	Training	25.00	50.00	50.00	60.00	-	-	50.00	-	-	30.00
	Annual Audit	20.00	20.00	20.00	25.00	126.20	51.80	80.00	37.50	37.50	80.00
	Room Hire	118.60	120.00	135.00	45.00	-	-	160.00	-	-	160.00
	Subs	193.97	195.91	198.85	407.49	40.00	-	100.00	35.00	35.00	-
	Website	-	-	-	40.75	-	166.95	200.00	80.00	80.00	200.00
	Insurance	265.00	265.00	273.75	280.00	291.20	302.84	310.00	364.95	364.95	400.00
Stationary	46.21	42.96	514.52	575.96	20.91	89.26	300.00	-	-	100.00	
Playing Field	Maintenance	-	-	-	-	-	-	200.00	-	-	200.00
	Safety Inspections	-	-	-	-	-	-	100.00	-	-	100.00
	Grass cutting	-	-	-	100.00	100.00	50.00	200.00	100.00	100.00	150.00
	Wildflower maintenance	-	-	-	-	-	-	-	-	-	100.00
Misc	Bench maintenance	125.00	-	-	-	405.16	-	-	-	-	150.00
	Grit bins and Salt	-	-	-	-	79.00	19.00	-	-	-	-
	Footpaths	285.00	285.00	190.00	285.00	190.00	390.00	285.00	390.00	390.00	400.00
	Bus shelters	-	-	-	-	-	-	-	-	-	100.00
	Donations	-	-	-	-	66.00	66.00	-	66.00	66.00	100.00
	Election expenses	-	241.17	-	-	-	172.23	-	-	-	-
Projects (defibrillator)	-	-	-	-	-	-	4,000.00	1,530.63	5,000.00	1,000.00	£5000 this year for defib. £1,000 for website
S137 Grants	-	-	-	-	-	-	200.00	-	-	200.00	
Total payments	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£3,530.57	£3,810.23	£8,485.00	£4,368.23	£8,773.45	£6,170.00	
VAT	-	-	-	-	55.80	16.40	100.00	326.13	650.00	100.00	
Total expenditure	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£3,586.37	£3,826.63	£8,585.00	£4,694.36	£9,423.45	£6,270.00	
Income											
Bank Interest	1.46	1.52	1.03	0.78	3.72	6.08	5.00	1.09	4.00	5.00	
Grant	-	-	780.00	285.00	-	880.00	295.00	-	-	295.00	
Minor Maintenance Grant (Footpaths)	225.00	285.00	190.00	-	190.00	385.00	285.00	-	285.00	285.00	
Misc	-	450.00	-	-	295.00	297.99	-	-	-	-	
VAT Rebate	-	-	84.33	-	-	-	100.00	72.20	72.20	100.00	
Total receipts before precept	£226.46	£736.52	£1,055.36	£285.78	£488.72	£1,569.07	£685.00	£73.29	£361.20	£685.00	
Precept	2,500.00	2,500.00	2,500.00	4,500.00	4,590.00	4,590.00	4,590.00	4,590.00	4,590.00	4,590.00	
Total Income	£2,726.46	£3,236.52	£3,555.36	£4,785.78	£5,078.72	£6,159.07	£5,275.00	£4,663.29	£4,951.20	£5,275.00	
Balance bought forward from previous year	£3,525.36	£3,681.50	£4,206.26	£4,887.78	£5,748.31	£7,240.66	£9,573.08	£9,573.08	£9,573.08	£5,100.83	
Plus income	£2,726.46	£3,236.52	£3,555.36	£4,785.78	£5,078.72	£6,159.07	£5,275.00	£4,663.29	£4,951.20	£5,275.00	
Less expenditure	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£3,586.37	£3,826.63	£8,585.00	£4,694.36	£9,423.45	£6,270.00	
Annual Profit/loss	£155.96	£524.76	£681.52	£860.53	£1,492.35	£2,332.44	-(£3,310.00)	-(£31.07)	-(£4,472.25)	-(£995.00)	
Balance carry forward	£3,681.32	£4,206.26	£4,887.78	£5,748.31	£7,240.66	£9,573.08	£6,263.08	£9,542.01	£5,100.83	£4,105.83	Need to keep one year's precept as a reserve

NORTHWOOD&TINKERSLEY PARISH COUNCIL
Bank Rec. As at 5th January 2021

	NatWest Current £	NatWest Reserve £	Summary £	
Cash Book :				
Bal b/fwd current A/C 1st April 2020	6,555.84	3,017.24	9,573.08	
plus : receipts	4,662.20	1.09	4,663.29	
less : payments	-4,694.36		-4,694.36	
unpresented items	0.00		0.00	
	<u>6,523.68</u>	<u>3,018.33</u>	<u>9,542.01</u>	0.00
Unpresented chqs	291.00	0.00	291.00	
Unpresented receipts	0.00	0.00	0.00	
Balance	<u>6,814.68</u>	<u>3,018.33</u>	<u>9,833.01</u>	
Bank :				
Current A/C - 04/12/20	6,814.68		6,814.68	
Deposit A/C - 30/09/20	0.00	3,018.33	3,018.33	
	<u>6,814.68</u>	<u>3,018.33</u>	<u>9,833.01</u>	
difference	0.00	0.00	0.00	

Signed by Responsible Finance Officer

_____ Date _____

Signed by Chairman

_____ Date _____

NORTHWOOD&TINKERSLEY PARISH COUNCIL		Monthly Budget Date 01/21			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2020 - 2021		9					
Date	5th January 2021	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	9	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	1,564.15	1,575.00	10.85	2,100.00	2,100.00	0.00
	Clerk's expenses and home office contribution	200.00	150.00	(50.00)	200.00	200.00	0.00
	Training	0.00	37.50	37.50	50.00	50.00	0.00
	Audit fees	37.50	60.00	22.50	80.00	80.00	0.00
	Room hire	0.00	120.00	120.00	160.00	160.00	0.00
	Subscription DALC	35.00	75.00	40.00	100.00	100.00	0.00
	Website maintenance	80.00	150.00	70.00	200.00	200.00	0.00
	Insurance	364.95	232.50	(132.45)	310.00	310.00	0.00
	Stationery, Printing and Adverts	0.00	225.00	225.00	300.00	300.00	0.00
		2,281.60	2,625.00	343.40	3,500.00	3,500.00	0.00
	Playing Field						
	Maintenance	0.00	150.00	150.00	200.00	200.00	0.00
	Safety Inspection	0.00	75.00	75.00	100.00	100.00	0.00
	Grass cut	100.00	150.00	50.00	200.00	200.00	0.00
	Rent	0.00	0.00	0.00	0.00	0.00	0.00
		100.00	375.00	275.00	500.00	500.00	0.00
	Misc						
	Bench - maintenance	0.00	0.00	0.00	0.00	0.00	0.00
	Grit Bins and salt refills	0.00	0.00	0.00	0.00	0.00	0.00
	Footpaths	390.00	213.75	(176.25)	285.00	285.00	0.00
	Bus Shelter	0.00	0.00	0.00	0.00	0.00	0.00
	Donations	66.00	0.00	(66.00)	0.00	0.00	0.00
	Election Costs	0.00	0.00	0.00	0.00	0.00	0.00
		456.00	213.75	(242.25)	285.00	285.00	0.00
	Projects						
	Projects	1,530.63	3,000.00	1,469.37	4,000.00	4,000.00	0.00
		1,530.63	3,000.00	1,469.37	4,000.00	4,000.00	0.00
	S137 Grants						
	S137 grants	0.00	150.00	150.00	200.00	200.00	0.00
		0.00	150.00	150.00	200.00	200.00	0.00
	Total Payments	4,368.23	3,363.75	526.15	4,485.00	4,485.00	0.00
	VAT	326.13	0.00	(326.13)	100.00	100.00	0.00
	Total Payments after VAT	4,694.36	3,363.75	200.02	4,585.00	4,585.00	0.00
RECEIPTS		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Bank Interest	1.09	3.75	(2.66)	5.00	5.00	0.00
	Grant	0.00	221.25	(221.25)	295.00	295.00	0.00
	Minor Maintenance Grant	0.00	213.75	(213.75)	285.00	285.00	0.00
	Misc	0.00	0.00	0.00	0.00	0.00	0.00
	Vat	72.20	75.00	(2.80)	100.00	100.00	0.00
	Total Receipts before precept	73.29	513.75	(440.46)	685.00	685.00	0.00
	Precept	4,590.00	3,442.50	1,147.50	4,590.00	4,590.00	0.00
		4,663.29	3,956.25	707.04	5,275.00	5,275.00	0.00
		-31.07	592.50	907.06	690.00	690.00	0.00