

# Morton Parish Council Minutes

Minutes of the meeting of Morton Parish Council held on **Wednesday 19 October 2016** at 7.30 pm at the Village Hall, Main Road, Morton, DE55 6GS

## **PRESENT**

Cllr J Browne, Cllr A Dean, Cllr J Funnell (Chair), Cllr C Lawton.

## **IN ATTENDANCE**

Cllr A Cooper – N E Derbyshire District Councillor  
 Cllr G Butler – N E Derbyshire District Councillor  
 Cllr K Gillott – Derbyshire County Council  
 Tina Frost Morris – Parish Clerk/Responsible Financial Officer  
 Members of the public

## **01/10/16 – APPOINTMENT OF CHAIR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

Nominations were requested for the position of Chair of the Parish Council. Cllr J Funnell was proposed and seconded.

**RESOLVED** that Cllr J Funnell be appointed as Chair for the remainder of the year 2016/17

## **02/10/16 - APPOINTMENT OF VICE CHAIR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

Nominations were requested for the position of Vice Chair of the Parish Council. Cllr C Lawton was proposed and seconded.

**RESOLVED** that Cllr C Lawton be appointed as Vice Chair for the remainder of the year 2016/17.

## **03/10/16 - APOLOGIES FOR ABSENCE**

Cllr B Roe.

Cllr's Andrew Coates and Roy Austin had resigned as Councillors and they were both thanked for their services to the Council.

## **04/10/16 - COUNCILLORS ABSENT**

Cllr L Rodgers

## **05/10/16 - DECLARATIONS OF MEMBERS' INTEREST**

None

## **06/10/16 - RECORDING AND FILMING OF COUNCIL MEETINGS**

The right to record, film and to broadcast meetings of the council was noted.

## **07/10/16 - PUBLIC SPEAKING**

Matters raised by members of the public and by councillors: an update was provided regarding the £1 Community Fit Club.

## **08/10/16 - COUNTY COUNCILLOR UPDATE**

Cllr Gillott updated Councillors regarding his visit to every household in Morton to ask about any issues or concerns and which he was now in the process of resolving wherever possible. A judicial

review would take place at the end of November 2016 regarding the Sheffield devolution bid. Proposed cuts to the voluntary sector had been put back another year and it was hoped that the cuts to the subsidised bus service, currently planned for October 2017, would also be postponed, but this was yet to be decided. Cllr Gillott had also kindly provided £250 funding to Morton Monkeys.

#### **09/10/16 - DISTRICT COUNCILLOR UPDATE**

Cllrs Butler and Cooper updated Councillors on the planning application for the development at Oakview Gardens which had not yet been to the NEDDC Planning Committee and was not on the agenda for next week either.

#### **10/10/16 - POLICE UPDATE**

The crime statistic held on the Police website were up to July 2016 and these had already been presented to Councillors.

**RESOLVED** - that the agenda item be removed for future meetings.

#### **11/10/16 - TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2016**

**RESOLVED** - that the minutes of the Parish Council Meeting held on 21 September 2016 be approved as a true record.

#### **12/10/16 - TO DETERMINE WHETHER ANY AGENDA ITEM SHOULD BE TAKEN WITH THE PRESS AND PUBLIC EXCLUDED**

None

#### **13/10/16 - MATTERS TO REPORT**

- a) **Councillor Resignations and new Councillors** – Cllr Coates had resigned as Councillor and was thanked for his loyal and active service as both a Councillor and Chair. Cllr Austin had also resigned following the last meeting and was also thanked for his services. The three vacant Councillor positions had been advertised and the 14 day period during which an election could be called, ended on 20<sup>th</sup> October 2016. After this date the Parish Council could fill the vacancy and an advert would go out to that effect.
- b) **Bonfire Night update** – The date was set for Friday 4<sup>th</sup> November. Confirmation had been sought from the new landlord of the Sitwell Arms of their continued support for the event. The posters had been printed and were ready for putting up and the bonfire was in the process of being built.
- c) **Date for website workshop** – Andrew Coates had agreed to undertake a Parish Council website demonstration for representative from the village groups to demonstrate how to add information to the website and the date for the workshop was confirmed as 6pm on Thursday 17<sup>th</sup> November 2016 in the Rectory Room . Letters were in the process of being sent out.

#### **14/10/16 MATTERS FOR DECISION**

- a) **Quantity Surveyor fee for Village Hall**– An invoice for £400 (plus VAT) had been received from Patrick Meeds & Associates for quantity surveying services and budget costings in relation to the proposed alterations to the village hall.

**RESOLVED** – To approve payment of the invoice from Patrick Meeds & Associates for £400.00 (plus VAT).

- b) **Purchase of village Christmas tree and lights** – A quotation for a 20ft Christmas tree had been received from the Events Committee for £350 and for 2 sets of laser lights for £200.

**RESOLVED** – To approve payment of up to £175 (plus VAT) for a Christmas tree for the village.

**RESOLVED** – To approve payment of £200 (plus VAT) for laser lights for the village.

- c) **Village Hall approval of lease** – The draft 25 year lease had been circulated for comments and would be essential for the Big Lottery application.

**RESOLVED** – To approve the new 25 year village hall lease.

- d) **Purchase of wreaths for Remembrance Day** – The Vice Chair, in the absence of a Chair, had approved the purchase of five wreaths for Remembrance Day due to the short timescale for ordering and retrospective approval was sought from the Council.

**RESOLVED** – To retrospectively approve payment of 86.50 to The Royal British Legion for the purchase of 5 wreaths.

- e) **Rota for tidying war memorial** – Item deferred until the November meeting when Cllr Roe was available.

- f) **Update bank mandate** – Following the resignation of Cllr Coates a replacement signatory was required at the bank.

**RESOLVED** – To continue with the three existing signatories and update this position if the need should arise.

- g) **OAP Christmas party** – A Community Grant application had been received from the Village Hall Management Committee requesting up to £600 to fund the OAP's Christmas party. The actual cost of the event would be provided to the Parish Council following the party and that amount would be reimbursed accordingly.

**RESOLVED** – To approve a payment of up to £600 for the OAP's Christmas party in support of the Community Grant application from the Village Hall Management Committee.

- h) **Proposed introduction of petty cash float** – The introduction of a petty cash float was proposed to avoid the Clerk having to pay for certain online purchases out her own money. Additional wording in relation to petty cash floats for inclusion in the Financial Regulations had been circulated to Councillors.

**RESOLVED** – To approve the introduction of a petty cash float of £50.00.

- i) **Change of date for November meeting** – A proposal was put to the Council to change the date of the next meeting to Wednesday 23<sup>rd</sup> November 2016.

**RESOLVED** – To change the date of the next meeting to Wednesday 23<sup>rd</sup> November 2016.

- j) Mowing of field at the rear of Morton Manor – A quotation had been received from the mowing contractor used by Stonebroom and this was considered along with the other quotations already received.

**RESOLVED** – To approve the quotation of £250 by G Whitmoor to carry out the first cut of the overgrown grass at the field to the rear of Morton Manor.

- k) Unregistered land at Bacchus Way – Legal advice had been sought regarding the Council's registration of the land and further investigations into the potential for an application for Possessory Title would continue.
- l) Insurance Renewal – Came & Company Ltd had tendered the insurance for the Parish Council and had received quotations from 3 insurers. Hiscox was recommended as the most competitive quote at £1,729.45 per annum for an annual contract or £1,642.98 per annum for a 3 year contract. The insurance renewal was due October 2016.

**RESOLVED** – To approve the quotation from Hiscox for a 3 year insurance contract for a premium of £1,642.98 per annum effective from October 2016.

**RESOLVED** – To approve the payment of the insurance premium of £1,642.98 to Came & Company for the year 2016/17.

## 15/10/16 - FINANCE

### a) Payments approved

Cheque Number	Supplier	Description	Net Amount	Gross Amount
001502	The Royal British Legion	Donation for 5 Remembrance wreaths	£86.50	£86.50
001503	T Frost Morris	Reimbursement of cost of Firework posters	£20.96	£20.96
001503	T Frost Morris	Clerk's salary (01 Sept–30 Sept)	£303.17	£303.17
001503	T Frost Morris	Clerk's expenses (01 Sept–30 Sept)	£19.50	£19.50
001504	HMRC	PAYE tax (01 Sept–30 Sept)	£75.79	£75.79
DD	NEDDC	Independent playground inspection fee for 2 sites	£60.00	£72.00
DD	Information Commissioner's Office	Annual data protection registration	£35.00	£35.00

### Payments approved during the meeting

001505	Glasdon UK Ltd	Bench for top of pit top	£353.40	£424.08
001506	Came & Company Ltd	Insurance Oct 2016 to Sept 2017	£1,642.98	£1,642.98
001507	Betty Roe	Reimbursement for plants and planters	£42.97	£42.97
001508	Spoilt cheque	Spoilt cheque	-	-
001509	Patrick Meeds and Associates	Quantity surveyor for village hall alterations	£400.00	£480.00
001510	Cash	Float for introduction of Petty Cash	£50.00	£50.00

**RESOLVED** - to approve the above items for payment and these were signed on behalf of the Parish Council by Cllrs Funnell and Lawton.

- b) The budget monitoring for the period ended 30 September 2016 was noted and approved.
- c) The bank reconciliation for the period ended 30 September 2016 was noted and approved.

**16/10/16 PLANNING**

A query was raised regarding the S106 agreement included in the initial Oakview Gardens planning application which had subsequently been removed following a further planning application to the NEDDC. Cllr Gillott responded that this was not uncommon but suggested that the Council contact the Planning Manager at NEDDC to inform him of the Council's concerns.

**17/10/16 DALC CIRCULARS**

Noted.

**18/10/16 CORRESPONDENCE**

None

**19/10/16 REPORTS FROM PARISH COUNCIL MEMBERS ON OUTSIDE BODIES**

Cllr Funnell reported on activities at the village hall, Cllr Lawton reported on activities at the School and Morton Events Committee. Cllr Dean reported on progress with the Morton Messenger newsletter.

**20/10/16 ANY ITEMS FOR THE MEETING TO BE HELD ON 23 NOVEMBER 2016**

- a) Revised Community Grant form
- b) Rota for tidying war memorial

**DATE AND TIME OF NEXT MEETING**

Wednesday 23 November 2016 at 7.30 pm at the Village Hall, Main Road, Morton, DE55 6GS