

Mapperley Parish Council

Minutes 2020/21

Due to the pandemic normal meeting arrangements were subject to change during the year having regard to the prevailing health and safety requirements. Some meetings were cancelled, some were held electronically and some decisions in the early stages of 'lockdown' were taken on the basis of exchanges of emails.

The dates of cancelled meetings and records of decisions taken by other means during the year are therefore as follows:

Meeting 6 January 2020: Minutes attached
Meeting 2 March 2020: Minutes attached
Meeting 11 May 2020: Cancelled
Decisions taken by email during May and June 2021: Details attached
Meeting 6 July: Cancelled
Meeting 7 September 2020: Minutes attached
Meeting 2 November 2020: Cancelled
Meeting 8 February 2021: Minutes attached
Meeting 12 April 2021: Minutes attached

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held at Holy Trinity Church on Monday, 6 January 2020 at 7.15pm

Present: Cllrs J Michou, D Morgan, Alison Quinn and J Williams

In attendance: Three members of the parish
S Dunkley (Clerk)

Councillor A Quinn (Vice-Chairman) in the Chair

Part 1 – Non confidential information

62-19 Apologies

Apologies were received from Councillors Andy Quinn and M Slack.

63-19 Variation of order of business

None required.

64-19 Declarations of interest

It was agreed that any declarations required, would be made at the appropriate time in the meeting.

65-19 Dispensations

None to be reported.

66-19 Chairman's announcements

The Chairman had asked for feedback on the Christmas lights. Unfortunately due to unforeseen circumstances, it was not possible to get all the lights in situ this year and it was agreed that this should be discussed further at the next meeting.

67-19 Clerk's report

The Clerk reported that she had received a response from the County Councillor regarding the gullies and verges along Mapperley Lane which has been damaged by parked vehicles. These had been inspected by the authority, but it was not felt to be an urgent case for repair and therefore works will not be undertaken at this point in time but will be added to the list of future works.

68-19 Public session

- 1) Members of the Public
 - a) An update was given on the refurbishment works at the Church.
- 2) Derbyshire Constabulary
No report
- 3) Borough Council and County Council
No report

69-19 Minutes of the Ordinary Meeting held on 4 November 2019

The minutes of the meeting held on 4 November 2019 were agreed as a correct record and signed by the Chair.

70-19 Exempt items

None.

71-19 Footpath Officer's report

The Footpath Officer gave a verbal report to the meeting. Unfortunately the contractor for the stoning of the footpath was unable to carry out the work and the Clerk was asked to seek quotes from other companies and report to the next meeting.

72-19 Derbyshire Association of Local Councils

Circular No. 14/2019 had been circulated and the contents noted.

73-19 Matters for determination

- a) The request for a national community energy campaign was considered but it was felt as no other neighbouring authority had agreed to take part that no further action be taken.
- b) Information on village signs had been collected by the Clerk and it was agreed to look at this again at a future meeting.

74-19 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100854	Shed Grounds Maintenance Ltd (Mowing of recreation ground July, October and December 2019 – VAT £124.59)	£747.54
100855	Holy Trinity Mapperley (Mowing donation)	£ 35.00
100856	Clerk (Salary and Expenses - November)	£217.19
100857	HMRC (PAYE November)	£ 33.40
Above signed by Chair and Vice-Chairman in December		
100858	Information Commissioner's Office (Subscription for Data Protection)	£ 40.00
100859	Shed Grounds Maintenance Ltd (Mowing of recreation ground – VAT £41.53)	£249.18
100860	Clerk (Salary and Expenses – December)	£300.98
100861	HMRC (PAYE)	£ 33.60
100862	Footpaths Officer (Salary)	£150.00
100863	Holy Trinity Mapperley (Mowing donation and room hire)	£ 50.00

Receipts

Nil

Budget 2020/21

The deadline for receipt of the parish precept requirement is 31 January 2020. The 2019/20 budget forecast and draft 2020/21 budget had been reviewed at the last meeting and it was agreed that reserves had to be brought back to an acceptable level. The Parish Council would like to carry out improvements to the village such as new signage, a new boundary marker and grounds maintenance for the play area. It was therefore RESOLVED to ask for an increase to the precept to £10,000 per annum.

75-19 Planning/Licensing

AVA/2019/0521 – Glamping Pods, Park Hall Lane (revised plans). Revised plans had been submitted for the glamping pods on Park Hall Lane. The parish council agreed to the development in principle, but concern was expressed over safety issues relating to traffic around the access to the site. It was understood that the survey was carried out mid week rather than at the weekend when it was considered more appropriate for traffic to be entering and egressing the site.

76-19 Matters for information

Nothing to report.

62-19 Future agenda items

- Village signage (March)
- Dog fouling/litter
- Access to Shipley Park from Mapperley and anti-social behaviour
- Boundary marker (quotes required)
- Parking in village

Dates of future meetings: 2 March and 11 May (Annual Parish and Annual General Meeting of the Parish Council)

The meeting closed at 8.16pm.

Signed

Chairman

2 March 2020

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held at Holy Trinity Church on Monday, 2 March 2020 at 7.15pm

Present: Cllrs D Morgan, Andy Quinn and Jeremy Williams

In attendance: One member of the parish
S Dunkley (Clerk)

In the absence of the Chairman and Vice-Chairman, Councillor Andy Quinn was elected to act as Chairman for this meeting

Part 1 – Non confidential information

78-19 Apologies

Apologies for absence were received from Parish Councillors J Michou, A Quinn and M Slack.

79-19 Variation of order of business

None required.

80-19 Declarations of interest

Councillor Williams declared a personal interest in agenda item 14(a) being as he is the applicant and left the room whilst the item was discussed.

81-19 Dispensations

None to be reported.

82-19 Chairman's announcements and report

Nothing to report.

83-19 Clerk's report

The Clerk's report had been circulated to members prior to the meeting, the contents of which were noted. It was agreed to defer the item regarding the noticeboard and arrange a date for the staff appraisal at the May meeting.

84-19 Public session

- 1) Members of the Public
Nothing to report
- 2) Derbyshire Constabulary
No report
- 3) Borough Council and County Council
No report

85-19 Minutes of the Ordinary Meeting held on 6 January 2020

The minutes of the meeting held on 6 January 2020 were proposed as a true record by Councillor Morgan, seconded by Councillor Williams and signed by Councillor Quinn, the Acting Chairman.

86-19 Exempt items

None.

87-19 Footpath Officer's report

No report received. The 'dogs on lead' signs had been received and Councillor Morgan took these to hand to the Footpaths Officer.

88-19 Derbyshire Association of Local Councils

The date of the Spring Seminar on 12 March was noted.

89-19 Matters for determination

- a) The grounds maintenance contract for the 2020-21 year was discussed. Two quotations had been received and IT WAS RESOLVED to accept the quotation from Fox Grounds Maintenance Limited with a start date of 1 April 2020 subject to the necessary insurance and health and safety policies being received.
- b) The date of a possible litter pick is to be deferred to a future meeting.
- c) A discussion took place on the renewal of the magazine subscription for the forthcoming year and IT WAS RESOLVED to continue for the forthcoming year.
- d) The review and approval of the Staff Appraisal Policy and the Disciplinary Policy is to be deferred to the next meeting.
- e) Staff appraisal meeting to be deferred.
- f) The Parish and Town Council Liaison Forum to be held on 31 March 2020 was noted.

90-19 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100864	Salary and expenses - January	£179.04
100865	HMRC (PAYE for January)	£ 38.00
100866	Shed Grounds Maintenance Limited (Mowing of Play Area – February – VAT £41.53)	£249.18
100867	Holy Trinity Mapperley (Room hire and donation for mowing x 2)	£ 85.00
100868	Salary and expenses - February	£210.18
100869	HMRC (PAYE for February)	£ 43.00
100870	Shed Grounds Maintenance Ltd (Mowing of Play Area – March – VAT £41.53)	£249.18

Receipts

£16.45 NS&I Interest
£1,003.45 VAT Reimbursement

Bank Statement as at 22 January 2020

Business Money Manager Account £1,019.01
Community Account £1,073.69
NS&I Investment Account £2,072.27

91-19 Planning/Licensing

- (a) Councillor Williams took no part in the following discussion or vote.
AVA/2020/0105 – New Church Farm, Church Lane, Mapperley (replacement of existing timber garage with new brick built garage with habitable room in the roof). No objection.
- (b) The Clerk confirmed that the two neighbouring areas which had been put forward for development in the Erewash Growth Options (Local Plan) Consultation had now been rejected.
- (c) The advanced notification of the call for sites 2020 from Amber Valley Borough Council was noted.

92-19 Matters for information

- (a) Erewash Community Timeswap Newsletter was been circulated prior to the meeting and was noted.

93-19 Future agenda items

- Christmas Lights (May)
- Village signage and boundary marker
- Dog fouling/Litter Pick
- Access to Shipley Park from Mapperley
- Bus service
- Dates of future meeting

The next meeting, unless it is necessary to call an extraordinary meeting, is to be held on Monday, 11 May 2020 and will be the Annual General Meeting and Annual Parish Meeting.

The meeting closed at 7.50pm.

Signed
Chairman

Date

NOTE:

The meetings scheduled for 11 May 2020 and 6 July 2022 were cancelled due to the pandemic

RECORD OF EMAIL EXCHANGES OF MAPPERLEY PARISH COUNCILLORS IN MAY 2020 OWING TO NO MEETING BEING HELD DUE TO COVID-19

**Comments received from: Cllrs Alison Quinn, Andy Quinn, J Michou,
D Morgan, M Slack (Chairman) and J Williams**

01-2020 The Clerk reported that legislation has been passed by Government which meant that physical meetings of Parish Councils must not be held during this lockdown period. This would mean that the Annual Meeting of the Parish Council would be unable to take place in May and, with the approval of all members of the Council, it was RESOLVED that Councillor Slack would remain as Chairman for the ensuing year with Cllr Alison Quinn as Vice-Chair.

Virtual meetings would be acceptable by either email, Zoom or Microsoft Teams and it was agreed that all decisions etc will be made by email in order that everyone could take part. It was therefore agreed that the Clerk should send a monthly report to all members and they should give their observations by return email which will be recorded. It was RESOLVED to approve the Standing Orders and Financial Regulations which had been amended to take into consideration the Covid-19 situation.

02-2020 Dispensations - None required at the moment.

Items to be discussed

03-2020 Several residents had contacted the Clerk/Councillors regarding the parking situation within the village which has been worsened since the road to the car park had been closed. It was RESOLVED that the Clerk should write to the County Council to see if the road closure could be lifted.

04-2020 Following Government guidelines, it was RESOLVED that the play area should be closed off and notices attached to the gate.

05-2020 It was RESOLVED to renew the basic subscription with DALC for the forthcoming year.

Finance

06-2020 The Clerk reported that an extension had been given for the submission of the Annual Return by the external auditor due to the lockdown and not being held to hold meetings when the accounts would have been approved and signed by the Chairman. The accounts have been prepared and will be sent to the internal auditor shortly. It was RESOLVED that the Parish Council would be requesting exemption again this year.

07-2020 It was RESOLVED that the following accounts be paid:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100875	Holy Trinity Mapperley (Donation for mowing)	£ 35.00

100876	Fox Grounds Mainenance Ltd (Grounds maintenance, VAT £12.00)	£ 72.00
100877	Footpath officer	£150.00
100878	Salary and expenses, Clerk	£205.46
100879	HMRC (PAYE)	£ 41.20
100880	Park Hall Designs (Website)	£135.79
100881	Zurich Municipal Insurance (Insurance renewal 2020-21)	£352.45

Planning

08-2020 None to discuss.

RECORD OF EMAIL EXCHANGES OF MAPPERLEY PARISH COUNCILLORS IN JUNE 2020 OWING TO NO MEETING BEING HELD DUE TO COVID-19

Comments received from: Cllrs Alison Quinn, Andy Quinn, J Michou, M Slack (Chairman) and J Williams

09-2020 Dispensations – none.

Items to be discussed

- 10-2020 Councillor Alison Quinn had been informed that the tape around the play equipment had been removed by a resident in order that their child could use the equipment. It was RESOLVED that the Clerk should purchase more tape and arrange for all items to be retaped and for a notice to be attached to the gate.
- 11-2020 Councillor Alison Quinn had also been informed that walkers were using the recreation area as a toilet. It was RESOLVED that the Clerk should inform the County Council.
- 12-2020 The Chairman informed everyone that the West Hallam Methodist Church has arranged a Foodbank to assist those residents of West Hallam, Mapperley, Stanley and Stanley Common who were in need. It was RESOLVED that a donation of £100.00 be forwarded from the parish.

Finance

13-2020 The accounts have now been audited and copies forwarded to all parish councillors. It was RESOLVED to note the annual internal audit report and approve the following:

- a) Year End Accounts 2019/2020
- b) The Certificate of exemption (AGAR page 3)
- c) Annual Governance Statement (AGAR page 5)
- d) Accounting Statement (AGAR page 6)

and that the Clerk should make the necessary arrangements for the paperwork to be forwarded to the external auditor, posted on the noticeboard and on the website as required.

14-2020 It was RESOLVED that the following accounts be paid:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100882	West Hallam Methodist Church (Donation for foodbank)	£100.00
100901	Fox Grounds Maintenance Ltd (Grounds maintenance, VAT £12.00)	£ 72.00
100902	Amber Valley Borough Council (Playground Inspection, VAT £7.00)	£ 42.00
100903	Holy Trinity Mapperley	£ 35.00

	(Donation, mowing)	
100904	Salary and expenses, Clerk	£265.67
100905	HMRC (PAYE)	£ 49.80
100906	B Wood (Internal Audit)	£ 75.00

Planning

15-2020 None to discuss.

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held at Holy Trinity Church on Monday, 7 September 2020 at 7.15pm

Present: Cllrs D Morgan, Alison Quinn, Andy Quinn, M Slack and J Williams

In attendance: One member of the public
S Dunkley (Clerk)

Councillor M Slack (Chairman) in the Chair

Part 1 – Non confidential information

15-20 Apologies

Apologies were received from Councillor J Michou.

16-20 Variation of order of business

None required.

17-20 Declarations of interest

It was agreed that any declarations required would be made at the appropriate time in the meeting.

18-20 Dispensations

A request was made for a dispensation on behalf of Councillor Michou in accordance with S31 of the Localism Act 2011. This was discussed and it was RESOLVED that a dispensation be offered for a period of two months.

19-20 Chairman's announcements

The Chairman reported on feedback he had received from residents in relation to the lockdown newsletter. This was very well received and he asked that the parish council's thanks be put on record to the volunteers who had delivered to every household in the parish.

He further reported on the fact that everyone had pulled together in the village and it was good to know that the members of the community were watching out for their neighbours.

The parish council was happy to make a donation towards the West Hallam Foodbank organised at the Methodist Church. Although it appears that residents of Mapperley did not require this assistance, it was good to know that again the community can work together in times of hardship.

It was generally felt that the area had been more peaceful with the access route to the park closed, although there had been some difficulty over additional parking in the village.

It was good that the police had been monitoring the parking but it was felt that it would have been more beneficial if their visits were later in the day rather than midday which is still happening. The Clerk was asked to collate reports from their website for the village and the surrounding area, as crime in the surrounding neighbourhoods should be noted.

The Chairman reported on the involvement of the County Council with the anti social behaviour in the park and it was imperative that we keep up to date with what was happening.

Comments have been made of the possibility of footings for barriers in the park are being prepared to stop late night cars. To be confirmed.

Disappointingly people were witnessed using the recreation ground as a public toilet during lockdown. This was reported to the County Council.

It was noted that the noticeboards should be a 50/50 split with the Church and it was questioned whether an additional board should be provided at Mapperley Brook.

The Chairman further reported that BT fibre has been installed into Lodge Row and had been told that if sufficient interest within the village was made, then this would be rolled out further.

The Chairman emphasised that the Parish Council was NOT political and its main focus was the village and all generations of our parishioners. He again asked for more public Involvement.

20-20 Clerk's report

The Clerk mentioned that some items of play equipment on the recreation ground was looking dated and asked whether she was to look into applying for lottery funding in order to replace. It was RESOLVED that this should be explored further.

21-20 Public session

- 1) Members of the Public
 - a) The undergrowth on Mapperley Lane was very overgrown over the footpaths. The Clerk was asked to report to the Borough/County Council and ask what width should footpaths be.
 - b) The Churchyard was improving and the parish council was thanked for its support with the mowing. The first service is to be held in Church on 13 September.
- 2) Derbyshire Constabulary
No report
- 3) Borough Council and County Council
No report

22-20 Minutes of the Ordinary Meeting held on 2 March 2020

The minutes of the meeting held on 2 March 2020 prior to the lockdown were agreed as a correct record and signed by the Chairman along with the reports from the decisions agreed since then.

23-20 Exempt items

In view of the confidential nature relating to HR and banking, it was RESOLVED to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1. The items were to be discussed at the end of the meeting.

24-20 Footpath Officer's report

No report had been received in time for the meeting.

Cllr Alison Quinn had been approached about items which had been left on the footpath to the left of the bridge and the Clerk was asked to bring this to the attention of the footpaths officer.

25-20 Derbyshire Association of Local Councils

All correspondence had been forwarded to councillors for noting.

26-20 Matters for determination

- a) Due to the restrictions laid down by the Government in relation to events due to the pandemic, it was RESOLVED that no arrangements should be made for a Christmas light switch on. It was felt however that the lights should be improved for this year and it was therefore RESOLVED to accept the quotation from LeisureLites as circulated. The Clerk was asked to approach the Church for its agreement to the suggested lights and for permission to use its power supply.
- b) It was RESOLVED to defer the staff appraisal until the New Year.
- c) The Clerk reported that quotations had been requested from two contractors for the required work to the trees on the play area. A quotation from Tom Richards was received before these minutes were drafted which had been forwarded to all parish councillors and it was RESOLVED via email to accept this and to ask for the work to be carried out.
- d) A wreath had been ordered from the Royal British Legion and the Chairman agreed to lay this on behalf of the Parish on Remembrance Day which is Sunday, 8 November 2020. It was RESOLVED that the Clerk should obtain 12 of the lamp post poppies to be placed in the village.

27-20 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100912	Fox Grounds Maintenance Ltd (Mowing of recreation (replacement Cheques – VAT £24.00) Signed by Cllrs Quinn on 30 August	£144.00
100913	Salary and expenses	£237.58
100914	HMRC (PAYE for August 2020)	£ 47.60
100915	Holy Trinity Mapperley (Mowing donation and room hire)	£ 50.00
100916	Clerk (purchase of replacement pads for the Defibrillator)	£180.00
100917	Fox Grounds Maintenance Ltd (Grounds maintenance – VAT £12.00)	£ 72.00
100918	RBL Poppy Appeal (Wreath)	£ 22.00
100919	Holy Trinity Mapperley (Mowing donation for August)	£ 35.00

Receipts

£1.16 Bank interest

28-20 Planning/Licensing

AVA/2020/0775 – 3 The Limes, Mapperley (two storey extension to dwelling). No objection from the Parish Council.

AVA/2020/0752 – Proposed tea rooms at the glamping pods, Park Hall Lane, Mapperley

It was noted that this application had been rejected by the Borough Council and subsequently the applicant had appealed. The Parish Council to reiterate its original concerns regarding the access and egress onto Park Hall Lane and the hazards to walkers, cyclists, horseriders as well as other vehicles.

The Clerk was asked to investigate the rumours of a possible skate/bike park on Shipley Park.

The Chair requested that all planning applications in surrounding area (Shipley Park, former American Adventure, West Hallam) be discussed as relevant.

29-20 Matters for information

- a) Gas work to be carried out on Mapperley Lane between 5 and 12 October 2020.
- b) Citizens Advice Bureau’s newsletter
- c) DCC Community Newsletter

30-20 Future agenda items

- Village sign and boundary marker
- Dog fouling and litter picking
- Additional dog bins
- Noticeboard at Mapperley Brook
- Refurbishment of play area equipment

31-20 Date of future meeting

It was RESOLVED that the next meeting is to be held on 2 November 2020.

The meeting closed at 8.33pm.

SignedChairman

2 November 2020

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held virtually via Microsoft Teams on Monday, 7 December 2020 at 7.15pm

Present: Cllrs J Michou, D Morgan, Alison Quinn, Andy Quinn, M Slack and J Williams

In attendance: One member of the parish
S Dunkley (Clerk)

Cllr M Slack (Chairman) in the Chair

Part 1 – Non confidential information

32-20 Apologies

There were no apologies for absence.

33-20 Variation of order of business

None required.

34-20 Declarations of interest

None required.

35-20 Dispensations

None to be reported.

36-20 Chairman's announcements and report

The Chairman was pleased report that the Christmas lights had been well received with compliments from several residents. It would be good if these could be expanded for future years especially when approaching from Park Hall Lane.

The increase in visitors to the village has been noted, particularly the concern over the lack of social distancing and the wearing of masks.

The Chairman laid the Parish wreath on Sunday, 8 November at 11.00am albeit with no service being held.

The recent newsletter has been well received and had once again been distributed by volunteers and the Chairman thanked them for their assistance.

The nuisance of speeding cars coming through the village and the anti-social behaviour in the car park is still causing concern with loud stereos being played until the early hours. A discussion was held and it was agreed that the only way to stop the problem is to install a barrier which could be locked with the night fishermen being able to gain access. Clerk to again contact the County Council.

Several residents have asked for an update on the request made to the County Council for the road lines at the junction of Main Street and Lodge Row to be repainted as there have been some near misses with vehicles. It was RESOLVED that the Clerk again write to the County Council.

The Clerk was asked to distribute a copy of the fixed asset register to councillors along with the list of assets of community interest.

37-20 Clerk's report

The Clerk reported on the problem with the noticeboard at the Black Horse with the rose bush growing in front and the lock which had been glued. Cllr Andy Quinn volunteered to look at the problems.

Several residents had enquired about the car which appeared to have been abandoned on Mapperley Lane for over two weeks. The Clerk had reported this to the police who confirmed that there was nothing untoward with the vehicle but at the time of drafting these minutes, the vehicle had been moved.

38-20 Public session

1) Members of the Public

The member of the public was welcomed to the meeting and spoke on several ideas for community projects which could be held in the future such as community gardening and wildflower planting. It was RESOLVED that she contact the school to ascertain whether this would be something they would like to be involved with. It was agreed to concentrate to this project before revisiting the other ideas of electric charging points, litter picks etc.

2) Derbyshire Constabulary

No report

3) Borough Council and County Council

No report

39-20 Minutes of the Ordinary Meeting held on 7 September 2020

The minutes of the meeting held on 7 September 2020 were proposed as a true record by Councillor Alison Quinn, seconded by Councillor Williams and unanimously agreed. These will be signed by the Chairman at the next possible opportunity.

40-20 Exempt items

None.

41-20 Footpath Officer's report

No reports received. It was suggested that perhaps any problems found be photographed and forwarded to the Clerk together with the Footpath Number.

42-20 Derbyshire Association of Local Councils

Nothing to report.

43-20 Matters for determination

- a) It was RESOLVED that the Clerk's appraisal will be held with the Chairman and Vice-Chairman on Monday, 1 February 2021 at 7.15pm.
- b) The Derbyshire County Council Snow Warden Scheme was noted. It was agreed that the salt bins are full to capacity.
- c) The Clerk had distributed a draft budget for the 2021/22 financial year based on this year's predicted spend. It was agreed that the Parish Council should look at extending the Christmas lights to other parts of the village and it was RESOLVED that the precept request from the borough council should be £9,820.

44-20 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100932	Fox Grounds Maintenance (Mowing of recreation ground – VAT £12.00)	£ 72.00
100933	Void	
100934	Footpaths Officer (Salary)	£ 150.00
100935	HMRC (PAYE for November)	£ 43.60
100936	Holy Trinity Mapperley (Donation towards mowing of churchyard)	£ 35.00
100937	Leisure Lites Ltd (Supply, installation and removal of lights - VAT £476.00)	£2856.00
100938	Park Hall Designs (Maintenance of website)	£ 70.00
100939	Salary and expenses	£ 200.97

Receipts

NIL

Bank Statement as at 23 November 2020

Business Money Manager Account £5,520.88

Community Account £1,357.41

NS&I Investment Account £2,072.27

45-20 Planning/Licensing

- (a) AVA/2020/0158 – Park Hall Pods Ltd, Park Hall Lane, Mapperley (totem pole advertising post). No objection.

46-20 Matters for information

- (a) The mobile library routes were noted.

47-20 Future agenda items

- Village signage
- Boundary marker
- Dog fouling/Litter Pick
- Additional dog bins

Noticeboard at Mapperley Brook
Access to Shipley Park from Mapperley
Parking
Possible refurbishment of play area
Other community projects

48-20 Dates of future meetings

8 February 2021, 12 April 2021, 10 May 2021 (AGM)

The meeting closed at 8.11pm.

Signed
Chairman

Date

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held virtually via Microsoft Teams on Monday, 8 February 2021 at 7.15pm

Present: Cllrs D Morgan, Alison Quinn, Andy Quinn, M Slack and J Williams

In attendance: Two members of the parish
S Dunkley (Clerk)

Cllr M Slack (Chairman) in the Chair

Part 1 – Non confidential information

48-20 Apologies

There were no apologies for absence.

49-20 Variation of order of business

None required.

50-20 Declarations of interest

None required.

51-20 Dispensations

None to be reported.

52-20 Chairman's announcements and report

The Chairman was pleased report that there has been excellent feedback in relation to the Christmas lights and it would be good if these could be expanded this year.

The lockdown has brought more visitors to the village and there has been an increase in the amount of litter and parking has been difficult for residents. It was agreed that the clerk enquire whether it would be possible to have additional litter bins.

Anti social behaviour emanating from the car park at Shipley Park is still proving a problem to residents as is the speeding cars coming through the village. The clerk was asked to again contact the county council and the police.

53-20 Clerk's report

The Clerk reported that the diffibrillator is now registered on the emergency services system. The cabinet is a little awkward to open and the parish council may need to look at replacing in the future.

54-20 Public session

1) Members of the Public

It was mentioned that delivery drivers sometimes cannot find properties and it may be a good idea to print off property numbers and names and display on the bus stop or the library.

- 2) Derbyshire Constabulary
No report
- 3) Borough Council and County Council
No report

55-20 Minutes of the Ordinary Meeting held on 7 December 2020

The minutes of the meeting held on 7 December 2020 were proposed as a true record by Councillor Williams, seconded by Councillor Morgan and unanimously agreed. These will be signed by the Chairman at the next possible opportunity.

56-20 Exempt items

None.

57-20 Footpath Officer's report

No report received.

58-20 Derbyshire Association of Local Councils

The calendar of training courses had been circulated to members and if any were of interest, then they were to contact the clerk in order that they may be registered.

59-20 Matters for determination

- a) A quotation for grounds maintenance for 2021 had been received from the current contractor and it was RESOLVED to accept this for the forthcoming year and request a figure for a two year term.
- b) The Borough Council is preparing its Local Plan and has requested the views of parish councils. It was agreed that the parish council was concerned for the protection of the local area from unwanted development and that this view be forwarded.
- c) The parish council reviewed the list of Assets of Community Value held by the Borough Council and it was unanimously agreed that the Old Black Horse Public House should be returned to the list for a further five year period.
- d) The clerk confirmed that the matter of the road markings on Main Street/Lodge Row had been chased with the County Council and, as this matter is still outstanding, that it remain on future agendas.
- e) As the chairman reported earlier, concern was expressed that nothing seems to be done with the speeding vehicles through the village and the anti-social activities which are occurring each evening on the car park. The clerk was asked to contact the police for confirmation that this is still on its radar for action.
- f) The clerk reported on the correspondence she had received from residents regarding the problems with flooding on Mapperley Lane, Main Street and Park Hall Lane. It was RESOLVED to report the problems to the County Council for attention and investigation.

60-20 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100940	Fox Grounds Maintenance Ltd (Grounds maintenance, VAT £12.00)	£72.00

100941	Holy Trinity Mapperley (Mowing donation)	£ 35.00
100942	Salary and expenses (November 2020)	£214.84
100943	HMRC (PAYE for December 2020)	£ 42.80
100944	Information Commissioner (Data Protection fee)	£ 40.00
100945	Fox Grounds Maintenance Ltd (Grounds Maintenance, VAT £12.00)	£ 72.00
100946	Holy Trinity Mapperley (Mowing donation)	£ 35.00
100947	Salary and expenses	£215.19
100948	HMRC (PAYE for January 2021)	£ 43.60
100949	West Hallam and Mapperley Magazine (Monthly advertising)	£120.00

Receipts

£14.92 NS&I Interest

61-20 Planning/Licensing

None

62-20 Matters for information

(a) Amber Valley Community Champions Update

(b) Citizens' Advice Bureau Coronavirus Impact Report

63-20 Future agenda items

Village signage

Boundary marker

Dog fouling/Litter Pick

Additional dog bins

Noticeboards

Flooding

Access to Shipley Park from Mapperley

Parking

Other community projects

Newsletter

Staff Appraisal

64-20 Dates of future meetings

12 April 2021 (Annual Parish Meeting), 10 May 2021 (Annual General Meeting)

The meeting closed at 8.25pm.

Signed
Chairman

Date

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held virtually on Monday, 12 April 2021 at the conclusion of the Annual Parish Meeting

Present: Cllrs D Morgan, Mrs A Quinn, A Quinn, M Slack and J Williams

In attendance: S Dunkley (Clerk)

Councillor M Slack (Chairman) in the Chair

Part 1 – Non confidential information

65-20 Apologies

Apologies were received from Cllr Michou. .

66-20 Variation of order of business

None required.

67-20 Declarations of interest

If any declarations are required, then these will be made at the appropriate time in the agenda.

68-20 Dispensations

None to be reported.

69-20 Chairman's announcements

The Chairman reported on several issues:

- the Police were called to the Shipley Park car park in relation to the anti-social behaviour on Saturday evening.
- The road markings at the junction of Main Street and Lodge Row have now been renewed by the County Council.
- There is an increased amount of litter in the village. After discussion, it was RESOLVED to purchase litter pickers for residents who may wish to collection litter whilst out walking the area. This is to be added to the newsletter which is being drafted at the moment.

70-20 Clerk's report

The Clerk reported on the following:

- A reply to our request for additional litter bins had been received from the Borough Council. Unfortunately, due to lack of resources, it is unable to increase the number of collection at this point in time. The Parish Council may wish to undertaken this themselves and the Clerk was asked to obtain quotes for the installation and collection.
- Keep Britain Tidy campaign commences on 28 May until 13 June.
- Nothing has been received back from the Borough Council regarding the Community Asset and she was asked to request an update.

71-20 Public session

- 1) Members of the Public
There were no members of the public present.
- 2) Derbyshire Constabulary
No report received.
- 3) Borough Council and County Council
No reports received.
- 4) Parish Councillors
Cllr Williams asked whether it would be possible for floral displays to be installed in the village. The problem with the hanging baskets previously supplied was mentioned but there was a possibility of planters being hired. The Clerk was asked to obtain a survey on the possible locations and a quotation for two two/three tier planters.

72-20 Minutes of the Ordinary Meeting held on 8 February 2021

The minutes of the meeting held on 8 February 2021 were proposed as a true record by Cllr Williams and seconded by Cllr Andrew Quinn. These will be signed by the Chairman at the next physical meeting.

73-20 Exempt items

None.

74-20 Footpath Officer's report

Overgrown vegetation on footpaths 6, 7, 15, 16, and 19 has been cut back.

75-20 Derbyshire Association of Local Councils

The monthly newsletter had been circulated. The Clerk was asked to enquire whether there would be any training courses held in the evening as it is difficult for councillors to attend during the working day.

76-20 Matters for determination

- a) Following the annual inspection of the play area last year, one item which was reported was the need to repaint the picnic benches on the recreation ground. It was RESOLVED that the Clerk obtain a quote for this work and also for the possible additional shelving in the telephone box.
- b) The possible community project will be deferred to the next meeting when hopefully the resident will be able to attend.
- c) The village signage and additional noticeboard was deferred to the next meeting.
- d) The legislation for remote meetings comes to an end on 17 May and therefore it was agreed to hold the Annual General Meeting at the Church on the revised date of Tuesday, 18 May 2021. The next meeting would be Monday, 5 July 2021.

77-20 Finance

It was RESOLVED that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100950	Fox Grounds Maintenance Ltd (Grounds maintenance, VAT £12.00)	£72.00

100951	Salary and expenses (February 2021)	£203.31
100952	HMRC (PAYE for February 2021)	£ 44.40
100953	Holy Trinity Mapperley (Mowing donation)	£ 35.00
Above payments approved via email in March 2021		
100954	Fox Grounds Maintenance Ltd (Grounds Maintenance, VAT £15.00)	£ 90.00
100955	Holy Trinity Mapperley (Mowing donation)	£ 35.00
100956	Salary and expenses	£234.35
100957	HMRC (PAYE for March 2021)	£ 43.60
100958	Footpath Officer (Salary)	£150.00

Receipts

£0.06 Bank Interest

78-20 Planning/Licensing
None

79-20 Matters for information
a) Derbyshire County Council's Community News

- 80-20 Future agenda items**
- Village signage (May)
 - Boundary marker (May)
 - Dog fouling
 - Litter Pick (May)
 - Additional dog/litter bins
 - Access to Shipley Park from Mapperley and anti-social behaviour
 - Parking in village
 - Other community projects
 - Staff appraisal
 - Street signs

Dates of future meetings: Tuesday, 18 May 2021 (Annual General Meeting); Monday, 5 July 2021

The meeting closed at 8.08pm.

Signed 18 May 2021

Chairman

RECORD OF EMAIL EXCHANGES OF MAPPERLEY PARISH COUNCILLORS IN MAY 2020 OWING TO NO MEETING BEING HELD DUE TO COVID-19

**Comments received from: Cllrs Alison Quinn, Andy Quinn, J Michou,
D Morgan, M Slack (Chairman) and J Williams**

01-2020 The Clerk reported that legislation has been passed by Government which meant that physical meetings of Parish Councils must not be held during this lockdown period. This would mean that the Annual Meeting of the Parish Council would be unable to take place in May and, with the approval of all members of the Council, it was RESOLVED that Councillor Slack would remain as Chairman for the ensuing year with Cllr Alison Quinn as Vice-Chair.

Virtual meetings would be acceptable by either email, Zoom or Microsoft Teams and it was agreed that all decisions etc will be made by email in order that everyone could take part. It was therefore agreed that the Clerk should send a monthly report to all members and they should give their observations by return email which will be recorded. It was RESOLVED to approve the Standing Orders and Financial Regulations which had been amended to take into consideration the Covid-19 situation.

02-2020 Dispensations - None required at the moment.

Items to be discussed

03-2020 Several residents had contacted the Clerk/Councillors regarding the parking situation within the village which has been worsened since the road to the car park had been closed. It was RESOLVED that the Clerk should write to the County Council to see if the road closure could be lifted.

04-2020 Following Government guidelines, it was RESOLVED that the play area should be closed off and notices attached to the gate.

05-2020 It was RESOLVED to renew the basic subscription with DALC for the forthcoming year.

Finance

06-2020 The Clerk reported that an extension had been given for the submission of the Annual Return by the external auditor due to the lockdown and not being held to hold meetings when the accounts would have been approved and signed by the Chairman. The accounts have been prepared and will be sent to the internal auditor shortly. It was RESOLVED that the Parish Council would be requesting exemption again this year.

07-2020 It was RESOLVED that the following accounts be paid:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100875	Holy Trinity Mapperley (Donation for mowing)	£ 35.00

100876	Fox Grounds Mainenance Ltd (Grounds maintenance, VAT £12.00)	£ 72.00
100877	Footpath officer	£150.00
100878	Salary and expenses, Clerk	£205.46
100879	HMRC (PAYE)	£ 41.20
100880	Park Hall Designs (Website)	£135.79
100881	Zurich Municipal Insurance (Insurance renewal 2020-21)	£352.45

Planning

08-2020 None to discuss.

RECORD OF EMAIL EXCHANGES OF MAPPERLEY PARISH COUNCILLORS IN JUNE 2020 OWING TO NO MEETING BEING HELD DUE TO COVID-19

Comments received from: Cllrs Alison Quinn, Andy Quinn, J Michou, M Slack (Chairman) and J Williams

09-2020 Dispensations – none.

Items to be discussed

- 10-2020 Councillor Alison Quinn had been informed that the tape around the play equipment had been removed by a resident in order that their child could use the equipment. It was RESOLVED that the Clerk should purchase more tape and arrange for all items to be retaped and for a notice to be attached to the gate.
- 11-2020 Councillor Alison Quinn had also been informed that walkers were using the recreation area as a toilet. It was RESOLVED that the Clerk should inform the County Council.
- 12-2020 The Chairman informed everyone that the West Hallam Methodist Church has arranged a Foodbank to assist those residents of West Hallam, Mapperley, Stanley and Stanley Common who were in need. It was RESOLVED that a donation of £100.00 be forwarded from the parish.

Finance

13-2020 The accounts have now been audited and copies forwarded to all parish councillors. It was RESOLVED to note the annual internal audit report and approve the following:

- a) Year End Accounts 2019/2020
- b) The Certificate of exemption (AGAR page 3)
- c) Annual Governance Statement (AGAR page 5)
- d) Accounting Statement (AGAR page 6)

and that the Clerk should make the necessary arrangements for the paperwork to be forwarded to the external auditor, posted on the noticeboard and on the website as required.

14-2020 It was RESOLVED that the following accounts be paid:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100882	West Hallam Methodist Church (Donation for foodbank)	£100.00
100901	Fox Grounds Maintenance Ltd (Grounds maintenance, VAT £12.00)	£ 72.00
100902	Amber Valley Borough Council (Playground Inspection, VAT £7.00)	£ 42.00
100903	Holy Trinity Mapperley	£ 35.00

	(Donation, mowing)	
100904	Salary and expenses, Clerk	£265.67
100905	HMRC (PAYE)	£ 49.80
100906	B Wood (Internal Audit)	£ 75.00

Planning

15-2020 None to discuss.

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held virtually via Microsoft Teams on Monday, 8 February 2021 at 7.15pm

Present: Cllrs D Morgan, Alison Quinn, Andy Quinn, M Slack and J Williams

In attendance: Two members of the parish
S Dunkley (Clerk)

Cllr M Slack (Chairman) in the Chair

Part 1 – Non confidential information

48-20 Apologies

There were no apologies for absence.

49-20 Variation of order of business

None required.

50-20 Declarations of interest

None required.

51-20 Dispensations

None to be reported.

52-20 Chairman's announcements and report

The Chairman was pleased report that there has been excellent feedback in relation to the Christmas lights and it would be good if these could be expanded this year.

The lockdown has brought more visitors to the village and there has been an increase in the amount of litter and parking has been difficult for residents. It was agreed that the clerk enquire whether it would be possible to have additional litter bins.

Anti social behaviour emanating from the car park at Shipley Park is still proving a problem to residents as is the speeding cars coming through the village. The clerk was asked to again contact the county council and the police.

53-20 Clerk's report

The Clerk reported that the diffibrillator is now registered on the emergency services system. The cabinet is a little awkward to open and the parish council may need to look at replacing in the future.

54-20 Public session

1) Members of the Public

It was mentioned that delivery drivers sometimes cannot find properties and it may be a good idea to print off property numbers and names and display on the bus stop or the library.

- 2) Derbyshire Constabulary
No report
- 3) Borough Council and County Council
No report

55-20 Minutes of the Ordinary Meeting held on 7 December 2020

The minutes of the meeting held on 7 December 2020 were proposed as a true record by Councillor Williams, seconded by Councillor Morgan and unanimously agreed. These will be signed by the Chairman at the next possible opportunity.

56-20 Exempt items

None.

57-20 Footpath Officer's report

No report received.

58-20 Derbyshire Association of Local Councils

The calendar of training courses had been circulated to members and if any were of interest, then they were to contact the clerk in order that they may be registered.

59-20 Matters for determination

- a) A quotation for grounds maintenance for 2021 had been received from the current contractor and it was RESOLVED to accept this for the forthcoming year and request a figure for a two year term.
- b) The Borough Council is preparing its Local Plan and has requested the views of parish councils. It was agreed that the parish council was concerned for the protection of the local area from unwanted development and that this view be forwarded.
- c) The parish council reviewed the list of Assets of Community Value held by the Borough Council and it was unanimously agreed that the Old Black Horse Public House should be returned to the list for a further five year period.
- d) The clerk confirmed that the matter of the road markings on Main Street/Lodge Row had been chased with the County Council and, as this matter is still outstanding, that it remain on future agendas.
- e) As the chairman reported earlier, concern was expressed that nothing seems to be done with the speeding vehicles through the village and the anti-social activities which are occurring each evening on the car park. The clerk was asked to contact the police for confirmation that this is still on its radar for action.
- f) The clerk reported on the correspondence she had received from residents regarding the problems with flooding on Mapperley Lane, Main Street and Park Hall Lane. It was RESOLVED to report the problems to the County Council for attention and investigation.

60-20 Finance

It was resolved that the following payments be made:

<u>Cheque No.</u>	<u>Payee</u>	<u>Amount</u>
100940	Fox Grounds Maintenance Ltd (Grounds maintenance, VAT £12.00)	£72.00

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100947	Salary and expenses	£215.19
100948	HMRC (PAYE for January 2021)	£ 43.60
100949	West Hallam and Mapperley Magazine (Monthly advertising)	£120.00

Receipts

£14.92 NS&I Interest

61-20 Planning/Licensing

None

62-20 Matters for information

(a) Amber Valley Community Champions Update

(b) Citizens' Advice Bureau Coronavirus Impact Report

63-20 Future agenda items

Village signage

Boundary marker

Dog fouling/Litter Pick

Additional dog bins

Noticeboards

Flooding

Access to Shipley Park from Mapperley

Parking

Other community projects

Newsletter

Staff Appraisal

64-20 Dates of future meetings

12 April 2021 (Annual Parish Meeting), 10 May 2021 (Annual General Meeting)

The meeting closed at 8.25pm.

Signed
Chairman

Date

MINUTES OF THE ORDINARY MEETING OF MAPPERLEY PARISH COUNCIL

held virtually on Monday, 12 April 2021 at the conclusion of the Annual Parish Meeting

Present: Cllrs D Morgan, Mrs A Quinn, A Quinn, M Slack and J Williams

In attendance: S Dunkley (Clerk)

Councillor M Slack (Chairman) in the Chair

Part 1 – Non confidential information

65-20 Apologies

Apologies were received from Cllr Michou. .

66-20 Variation of order of business

None required.

67-20 Declarations of interest

If any declarations are required, then these will be made at the appropriate time in the agenda.

68-20 Dispensations

None to be reported.

69-20 Chairman's announcements

The Chairman reported on several issues:

- the Police were called to the Shipley Park car park in relation to the anti-social behaviour on Saturday evening.
- The road markings at the junction of Main Street and Lodge Row have now been renewed by the County Council.
- There is an increased amount of litter in the village. After discussion, it was RESOLVED to purchase litter pickers for residents who may wish to collection litter whilst out walking the area. This is to be added to the newsletter which is being drafted at the moment.

70-20 Clerk's report

The Clerk reported on the following:

- A reply to our request for additional litter bins had been received from the Borough Council. Unfortunately, due to lack of resources, it is unable to increase the number of collection at this point in time. The Parish Council may wish to undertaken this themselves and the Clerk was asked to obtain quotes for the installation and collection.
- Keep Britain Tidy campaign commences on 28 May until 13 June.
- Nothing has been received back from the Borough Council regarding the Community Asset and she was asked to request an update.

71-20 Public session

- 1) Members of the Public
There were no members of the public present.
- 2) Derbyshire Constabulary
No report received.
- 3) Borough Council and County Council
No reports received.
- 4) Parish Councillors
Cllr Williams asked whether it would be possible for floral displays to be installed in the village. The problem with the hanging baskets previously supplied was mentioned but there was a possibility of planters being hired. The Clerk was asked to obtain a survey on the possible locations and a quotation for two two/three tier planters.

72-20 Minutes of the Ordinary Meeting held on 8 February 2021

The minutes of the meeting held on 8 February 2021 were proposed as a true record by Cllr Williams and seconded by Cllr Andrew Quinn. These will be signed by the Chairman at the next physical meeting.

73-20 Exempt items

None.

74-20 Footpath Officer's report

Overgrown vegetation on footpaths 6, 7, 15, 16, and 19 has been cut back.

75-20 Derbyshire Association of Local Councils

The monthly newsletter had been circulated. The Clerk was asked to enquire whether there would be any training courses held in the evening as it is difficult for councillors to attend during the working day.

76-20 Matters for determination

- a) Following the annual inspection of the play area last year, one item which was reported was the need to repaint the picnic benches on the recreation ground. It was RESOLVED that the Clerk obtain a quote for this work and also for the possible additional shelving in the telephone box.
- b) The possible community project will be deferred to the next meeting when hopefully the resident will be able to attend.
- c) The village signage and additional noticeboard was deferred to the next meeting.
- d) The legislation for remote meetings comes to an end on 17 May and therefore it was agreed to hold the Annual General Meeting at the Church on the revised date of Tuesday, 18 May 2021. The next meeting would be Monday, 5 July 2021.

77-20 Finance

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100955	Holy Trinity Mapperley (Mowing donation)	£ 35.00
100956	Salary and expenses	£234.35
100957	HMRC (PAYE for March 2021)	£ 43.60
100958	Footpath Officer (Salary)	£150.00

Receipts

£0.06 Bank Interest

78-20 Planning/Licensing
None

79-20 Matters for information
a) Derbyshire County Council's Community News

80-20 Future agenda items

- Village signage (May)
- Boundary marker (May)
- Dog fouling
- Litter Pick (May)
- Additional dog/litter bins
- Access to Shipley Park from Mapperley and anti-social behaviour
- Parking in village
- Other community projects
- Staff appraisal
- Street signs

Dates of future meetings: Tuesday, 18 May 2021 (Annual General Meeting); Monday, 5 July 2021

The meeting closed at 8.08pm.

Signed 18 May 2021

Chairman