

**MINUTES OF THE ZOOM VIRTUAL BARLOW PARISH COUNCIL MEETING
HELD ON TUESDAY 5 OCTOBER 2020**

PRESENT Councillors Rushby, Siddall, Booker, Herrmann, Hall, Turner and Brougham

IN ATTENDANCE Emma Smith (Parish Clerk) and 0 members of the public

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- 01/1020 APOLOGIES FOR ABSENCE**
Cllr Crowley - Holiday
Cllr Huckerby – District Councillor
- 02/1020 VARIATION TO THE ORDER OF BUSINESS**
No Variations
- 03/1020 DECLARATION OF MEMBERS INTEREST**
None
- 04/1020 DISCLOSABLE PECUNIARY INTEREST**
None
- 05/1020 CONFIDENTIAL ITEMS**
Agenda Item 23 – Pre-school classroom update
Agenda Item 24 – Bye Laws review and deeds update
- 06/1020 PUBLIC SPEAKING**
No members of the public were present
- 07/1020 MINUTES OF THE PARISH COUNCIL MEETING ON 7 SEPTEMBER 2020**
RESOLVED Council approved the minutes of the Parish Council meeting held on 7 September 2020.
- 08/1020 MATTERS ARISING FROM THE PREVIOUS MINUTES**
RESOLVED None
- 09/1020 PLANNING APPLICATIONS FOR CONSULTATION**
- 20/00742/FLH – Demolition of existing rear conservatory and erection of two storey rear extension with double pitched roof and detached garage at 76 Valley Road, Barlow
RESOLVED No Objections
- 10/1020 PLANNING DECISIONS**
- 20/00650/FLH – Construction of a front porch and rear single storey extension (Revised Scheme of 20/00323/FLH) at 35 Springfield Road, Barlow **Conditionally approved – 10 September 2020**
RESOLVED To note
- 11/1020 ANY OTHER PLANNING MATTERS**
RESOLVED None

- 12/1020 DISTRICT COUNCILLOR REPORT**
Cllr Huckerby was not in attendance, but had referred to reporting the garden furniture thefts to Lee Rowley MP
- 13/1020 POLICE LIAISON OFFICER/CRIME REPORT**
Police liaison officer did not attend the meeting. Parish Clerk reported the September crime report – 2 x Theft, 1 x Burglary, 2 x Public Order and 2 x Criminal Damage.
October crime report – 6 x Thefts (4 of which are garden furniture) and 2 x Criminal Damage.
Neighbourhood Watch scheme no volunteers have come forward to run the scheme to date however this had only just been published in the Parish magazine.
RESOLVED Approved publication of the Neighbourhood Watch Scheme to be included in the Parish magazine this month.
- 14/1020 COUNTY COUNCILLOR REPORT**
Cllr Foster could not attend the meeting but gave an update regarding the double yellow line work which had been delayed due to lockdown. Cllr Foster has been assured that this work should now be undertaken either on 1 – 2 October or week commencing 5 October.
RESOLVED To note
- 15/1020 PARISH CLERKS REPORT – WEBSITE UPDATE**
The Clerk reported that the website accessibility statement was now available on the Parish website. The minutes had been uploaded in the correct accessible format dating back to September 2018.
RESOLVED To note
- 16/1020 PARISH CLERKS REPORT – VILLAGE HALL BOOKINGS**
Clerk reported that no enquiries had been made regarding the use of the village hall.
RESOLVED To note
- 17/1020 PARISH CLERKS REPORT – RECREATION FIELD FLY TIPPING**
Clerk contacted Bolsover Environmental regarding the fly tipping issue in which an Officer attended the site and contacted the person(s) responsible. The Clerk received notification that all rubbish had been removed from the recreational ground however on inspection this was not the case. The Clerk has sent pictures of the remaining rubbish to the Officer dealing with the issue. The Clerk is awaiting further correspondence from the Officer.
RESOLVED To note

- 18/1020 PARISH CLERKS REPORT – DET FUNDING**
The Clerk reported that the funding application had been submitted to Derbyshire County Council.
RESOLVED To note
- 19/1020 CORRESPONDENCE RECEIVED - MODS LANE FOOTPATH**
No further updates had been received
RESOLVED To note
- 20/1020 CORRESPONDENCE RECEIVED - PARKING ISSUES/DOUBLE YELLOW LINES**
Cllr Fosters report minute number 14/1020
RESOLVED To note
- 21/1020 CORRESPONDENCE RECEIVED - DALC PLANNING WHITE PAPER SLIDES**
Cllr Rushby attended the presentation and found this to be a highly informative presentation. The organisers did encourage Councils to complete a Neighbourhood Plan. The Government has stated planning needs to be eased. Areas will be grouped into either growth or renewal area. Councils will have less control over planning applications.
RESOLVED To note
- 22/1020 CORRESPONDENCE RECEIVED - ACRE INFORMATION SHEETS**
RESOLVED To note
- 23/1020 CORRESPONDENCE RECEIVED - VISION DERBYSHIRE**
RESOLVED To note
- 24/1020 CORRESPONDENCE RECEIVED - NEDDC LEADERS REPORT**
RESOLVED To note
- 25/1020 CORRESPONDENCE RECEIVED - DALC SEPTEMBER NEWSLETTER**
RESOLVED To note
- 26/1020 CORRESPONDENCE RECEIVED - COMMONSIDE ROAD UPDATE**
The road has been closed for 358 days there is no working commencing on this piece of roadway. Dog fouling has become an issue on the road.
RESOLVED Clerk to report dog fouling problem to North East Derbyshire District Council (NEDDC).
- 27/1020 FINANCE REPORT**
RESOLVED Approved the income and expenditure reports for September 2020 along with the bank reconciliations (Appendix 1).

- 28/1020 EXTERNAL AUDIT REPORT 2019/20**
RESOLVED To note (Appendix 2)
- 29/1020 INSURANCE RENEWAL**
RESOLVED Approved insurance renewal with BHIB at a cost of £1,004.95.
- 30/1020 VILLAGE HALL COVID SECURE RE-OPENING PLAN**
Clerk reported that the QR test and trace code signs had been placed in the Village Hall. Risk assessment and Hall booking form amended.
RESOLVED Clerk to send amended risk assessment to NEDDC and once approved arrange a user group meeting to discuss re-opening. Approved re-opening of village hall once the Hall risk assessment had been signed off by NEDDC.
- 31/1020 MARKETING OF THE VILLAGE HALL**
RESOLVED Deferred to the next meeting
- 32/1020 BOOK EXCHANGE RISK ASSESSMENT**
RESOLVED Approved to close the book exchange until further notice. Clerk to purchase a chain and lock to put around the phone box to stop entry. Clerk to put up a notice stating that the phone box is closed due to COVID regulations.
- 33/1020 VALLEY RISE PARKING**
Councillors reported that the parking issue seems to have eased since the Eat Out Help Out campaign had ended.
RESOLVED Councillors to monitor this area.
- 34/1020 MONTHLY INSPECTION REPORT**
Cllr Brougham carried out the monthly inspection and found that the keys were missing for the Chair Store and School Cupboard. No other issues reported.
RESOLVED Clerk to locate the keys or purchase replacements.
- 35/1020 FIRE EXTINGUISHERS**
Clerk reported this work would be carried out when the half term holiday commenced. This work will be completed on 27 October.
RESOLVED To note
- 36/1020 MONTHLY HALL INSPECTION REPORTS**
RESOLVED Cllr Booker and Siddall to conduct the monthly hall inspection for October. Clerk to leave a copy of the blank form at the Hall.

- 37/1020 WEEKLY PLAYGROUND INSPECTIONS REPORT**
Cllr Brougham reported the play area signs had fallen from the fencing.
Cllr Rushby would replace any missing COVID signs.
RESOLVED Week commencing 12 October – Cllr Brougham
Week commencing 19 October – Cllr Hall
Week commencing 26 October – Cllr Rushby
Week commencing 2 November – Cllr Booker
- 38/1020 PURCHASE OF NOTICEBOARD**
Clerk reported the purchase of the new red noticeboard cost £24.58 and was available in the Committee Room along with the COVID pedal bins purchased.
RESOLVED To note
- 39/1020 FRUIT TREE ORCARD AROUND REC GROUND PERMITER**
RESOLVED No further update received
- 40/1020 REPAIR TO THE STONE WALL NEAR THE PLAY AREA**
RESOLVED Cllr Rushby would contact a local stone waller regarding a cost for the repairs.
- 41/1020 REPLACEMENT OF BROKEN BENCHES ON THE RECREATIONAL GROUND**
RESOLVED Clerk to obtain quotes for 2 plastic benches and bring back to the next Council meeting.
- 42/1020 RUBBER MATTING FOR GRIP ON RECREATIONAL GROUND**
Cllr Siddall reported that the Carnival had issues last year when a lorry attempted to drive onto the recreational ground from the car park due to the area being slippery. It was suggested the Council purchase rubber matting grip on the entrance to the Recreational field. The carnival committee member stated the Carnival Committee may give some money towards the purchased of the matting but no meetings had been held due to COVID restrictions.
RESOLVED Prices to be obtained and brought back to the next Council meeting.
- 43/1020 BENCH ON DOBBIN HILL**
The Council has received a report regarding one of the slats on the bench is in need of repair.
RESOLVED Cllr Booker will look at the bench and report back to the next Council meeting.
- 44/1020 ANNUAL BULBS FOR PLANTING ON VERGES**
RESOLVED Approved purchase of bulbs for planting on verges from Gee Tee at a cost of £100.00. Council to ask school nearer the time if

any pupils would like to assist with the planting as they did the previous year. Locations of the bulbs to be discussed at a later date.

45/1020 SPEEDWATCH UPDATE

Cllr Rushby reported that 3 speed watch sessions had been held over the last month. Over 300 cars had been monitored in which between 3 to 6 cars were driving over the speed limit. Cllr Rushby reported that the speed watch produces results when they are being performed. Volunteers are urgently required to join the group for more speed watch sessions to take place during the month.

RESOLVED Notice to be placed in Parish magazine again this month to urge residents to come forward to join the scheme.

That in view of the confidential nature of the business about to be transacted, a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss these items has been resolved.

46/1020 PRESCHOOL CLASSROOM UPDATE

RESOLVED No further update

47/1020 BYE LAWS REVIEW AND DEEDS UPDATE

Clerk reported no movement regarding this matter due to the current COVID situation

RESOLVED To note

48/1020 ITEMS FOR OCTOBERS AGENDA

RESOLVED Barlow history collection that a resident owns
Grit bin refill list

49/1020 NEXT MEETING

RESOLVED Zoom meeting on 2 November 2020

The meeting closed at 9.26pm

Signed

Chairperson

Date 2 November 2020

Appendix 1

<u>Sep 2020</u>	<u>Cheque Requests</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>	<u>Vat Rec</u>	<u>Total</u>
D/D	Plusnet		Broadband - Hall	£ 27.50	£ 5.50	£ 33.00
BACS	Amazon UK		Noticeboard - Kitchen	£ 24.58	£ 4.92	£ 29.50
D/D	Unity Trust		Bank Charges	£ 18.00	£ -	£ 18.00
BACS	William Brindley		Grass Cutting - BARPC015/2020	£ 390.00	£ -	£ 390.00
BACS	DCS Cleaning		Hall Cleaning	£ 193.35	£ 38.67	£ 232.02
BACS	HMRC		Payroll - September 2020	£ 135.00	£ -	£ 135.00
BACS	Miscellaneous		Payroll - September 2020	£ 603.70	£ -	£ 603.70
BACS	Miscellaneous		Payroll - August 2020	£ 98.48	£ -	£ 98.48
BACS	Amazon UK		3 x Pedal Bins COVID 19	£ 44.46	£ 8.91	£ 53.37
BACS	B&Q		Weed Killer and Gravel	£ 36.82	£ 7.36	£ 44.18
BACS	PKF Littlejohn		Audit Fee 2019/20	£ 300.00	£ 60.00	£ 360.00
BACS	Geldards		Chasing registration app and Land Charges	£ 332.00	£ 34.40	£ 366.40
				<u>£2,203.89</u>	<u>£159.76</u>	<u>£2,363.65</u>

Date	DETAILS	Precept	Donations and Grants	Loan	Hall Regular Hirers	Hall Ad hoc	Car Boot	Misc.	Bank Interest	VAT	TOTALS
Sep-20											
04.09.20	DCC				£ 375.00					£ -	£ 375.00
25.09.20	NEDDC	£ 15,025.00	£ 186.41							£ -	£ 15,211.41
Month.Total		£ 15,025.00	£ 186.41	£ -	£ 375.00	£ -	£ -	£ -	£ -	£ -	£ 15,586.41

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UNPRESENTED PAYMENTS

Sep-20

<u>DATE</u>	<u>PAYEE</u>		<u>AMOUNT</u>		
	Lee Rowley	300011	£ 50.00		
	DCS Cleaning		£ 232.02		
	HMRC		£ 135.00		
	Miscellaneous		£ 603.70		
	PKF Littlejohn		£ 360.00		
	Geldards		£ 366.40		
	W Brindley		£ 390.00		
	B&Q		£ 44.18		
	B/Fwd Balance 2018/19			£23,725.15	
	PLUS INCOME SHEET (April - Mar 21)			£52,237.52	
	PLUS UNPRESENTED PAYMENTS				
		CHQS			
		D/D	£50.00		Unity Curr £51,834.36
		BACS	£2,131.30		Unity Res £5,039.46
	Sub Total			£78,143.97	
	MINUS EXPENDITURE (April - Mar 21)			£21,270.15	
				<u>£56,873.82</u>	<u>£56,873.82</u>

Appendix 2

Section 3 – External Auditor Report and Certificate 2019/20

In respect of

Barlow Parish Council DE0017

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.

3 External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

24/09/2020

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)