

BRIMINGTON PARISH COUNCIL

Community Centre
Heywood Street
Brimington
Chesterfield
S43 1DB

01246 559126
brimingtonparishcouncil@outlook.com



7 July 2020

Dear Councillor

You are summoned to attend the Annual Meeting of the Brimington Parish Council to be held in the **Brimington Parish Council Community Centre, Heywood Street, Brimington**, on **Tuesday 14 July 2020 following the Annual Parish Meeting** to discuss the under mentioned business.

Yours sincerely,

Clerk to the Council

AGENDA

Members are asked to sign the attendance sheet for the meeting and to complete the declarations of interest sheet (if appropriate). These will be available in the meeting room

PART I – NON CONFIDENTIAL ITEMS

1. Election of Chairman 2020/21

To receive nominations for the post of Chairman
The Chairman to take and sign a Declaration of Acceptance of Office

2. Election of Vice Chairman 2020/21

To receive nominations for the post of Vice Chairman
The Vice Chairman to take and sign a Declaration of Acceptance of Office

3. To receive apologies for absence and consider the granting of leave of absence

4. Variation of Order of Business

5. Declaration of Members Interests

Please Note:

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting 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 make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a pecuniary 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 will be read out from the Declaration Sheet; Members will be asked to confirm that the record is correct.

6. Public Speaking

(a) A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).

(b) If County Council or Borough Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict matters they raise to those relating to Brimington Parish Council.

(c) Members declaring a pecuniary interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

7. To determine which items if any part 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: - "That in view of the confidential nature of the business about to be transacted in any other items which may be deemed confidential, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

Item 21 - Staffing

8. Appointment to Committees

- (a) Community Centre Management Committee
- (b) Finance and General Purposes Committee
- (c) Appraisal / Employment Committee

9. Appointment to Outside Bodies

- (a) Tissington Trust (x2) (Callan & Cawthorne appointed 12 March 2019)
- (b) Chesterfield Borough Council Standards and Audit Committee

10. Annual Review of Governance Documents (sent by email)

- (a) Standing Orders
- (b) Financial Regulations

11. Chair's Allowance for 2020/21

12. Chair's Announcements

13. Minutes

- (a) To confirm the previously circulated Minutes of the Employment and Appraisal Meeting held on Tuesday 10 March 2020
- (b) To confirm the previously circulated Minutes of the Full Council Meeting held on Tuesday 10 March 2020
- (c) To confirm the previously circulated Minutes of the Community Centre Management Committee held on 7 July 2020

14. Finance

- (a) Current Account Bank Reconciliation for January to March 2020
- (b) Business Reserve Bank Reconciliation for January to March 2020

- (c) Expenditure and Income against Budget at 31 January, 29 February and 31 March 2020
- (d) Proposed Budget Virements for 31 March 2020
- (e) Review of Risk Management Policy and Risk Assessment
- (f) Review of Asset Scheduled 2020
- (6) Internal Audit Report
- (h) Annual Governance Report
- (i) Annual Return

15. **Payment of Accounts**

Electronic Banking

April payment cheques raised and signed for 8 April 2020

May payment cheques raised and signed for 12 May 2020

June payment cheques raised and signed for 9 June 2020 and 23 June 2020

July Payment of Accounts to be approved and cheques signed – to follow

16. **Planning Applications**

(a) CHE/20/00226/FUL – 1 Cornwall Close, Brimington – Single storey flat roof rear extension for disability facilities – Permission granted 28 May 2020

(b) CHE/20/00236/FUL – Land to the east of 34 Queen Street, Brimington – New dwelling over two floors and detached garage. Follow up to CHE/18/00327/OUT – Awaiting decision (no comment previously)

(c) CHE/20/00265/FUL – 45 Peterdale Road, Brimington – Two storey side extension – Awaiting decision

(d) CHE/20/00334/FUL - 16 Manor Avenue Brimington - Ground and first floor extension together with rooms in the roof space

(e) CD2/0420/3 – Brimington Hostel, 9 Victoria Street, Brimington – Renew flat roof including tapered insulation system and associated rainwater goods

17. **Meeting Reports**

(a) Annual Attendance

To receive figures for 2019/2020 - Attached

(b) Crime Figures

To receive the crime figures for February, March and April 2020 - Attached

(c) Community Infrastructure Levy

To receive proposals on projects - Attached

(d) Climate Change

To receive any updates

18 **Literature / Correspondence received**

Would have been submitted to April Meeting:

Chesterfield Borough Council

- Free tennis lessons at Chesterfield Lawn Tennis Club
- Health Testing Event at Queens Park Sports Centre
- The Princes Trust – Get into Hospital Services Derbyshire
- Work Pays English and Maths
- Cultural Life Survey
- ThinkFest
- Support for the extremely vulnerable
- Bags of Help Fund
- Your Health and Wellbeing
- Children's Resources

Chesterfield Canal Trust

- Newsletter 138, 139,140
- Derbyshire Association of Local Councils
- Newsletter March 2020 – Community Tree Planting – new sapling packs available, Spring Seminar, DALC is on the move, Dementia Survey wants your help, Coronavirus update, Find your internal auditor, Council Clerk convicted of breaking Freedom of Information Act, Training schedule update
 - Postponement of Office Move
 - Legislation to hold virtual meetings
 - HR Advice
 - Virtual Meeting for Clerks Wednesday 8 April
- Derbyshire Constabulary
- Community Speed Watch Survey
- Derbyshire County Council
- Cancellation of Parish and Town Council Liaison Forum 30 March 2020
 - Stop the Loan Sharks helpline service
 - Road Closure – Brimington Road North closed from 9.00pm 21 July to 6.00am 25 July 2020 to facilitate rail bridge repair works
- Derbyshire Volunteers Association
- Covid 19 Notice
- Links
- News and Events Bulletin 73,74,75
 - Funding Bulletin 63,64
 - Equality and Diversity Bulletin 4
 - Coronavirus Advice and Guidance Bulletin 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15
 - Local Updates Bulletin 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15
 - Black and Minority Ethnic Updates Bulletin 1
 - Heritage Lottery Funding Workshop – 8 April 2020
 - Carers Event – 9 June 2020
 - Information from First Art
 - Links Office Closure Notice
 - Covid 19 Advice and Guidance Bulletin
- Power for the People
- Campaign for Local Electricity Bill
- Rural Action Derbyshire
- Coronavirus update for managers of village and community halls

Would have been submitted to May Meeting:

- Chesterfield Borough Council
- Online Peer Group Support Meetings Thursday 6.00pm on Zoom
 - Emotional Support Helpline
 - Living Well with Dementia
 - National Careers Service
 - Skills Tool Kit
 - Anxiety Workbook
 - Active at Home
- Chesterfield Canal Trust
- Newsletter 141, 142
- CPRE
- Countryside Voices
 - Fieldwork
- Derbyshire Association of Local Councils
- Newsletter April 2020 – Remote meetings and your annual council meeting – latest updates, Audit Arrangements – Covid 19 updates, Cemetery and Burial Ground use during lockdown, Council staff furloughing, Update on pay

negotiations, DALC's office move postponed, Home working allowance update, Training programme update.

- Clerks and Chairs Zoom Meetings.
- Excellence Awards 2020
- Climate Emergency – Derbyshire's Next Steps

Derbyshire County Council

- Temporary closure of Brimington Footpath 9 from 27 April to 1 May 2020
- Temporary Closure of A619 Rother Way 20th June 2020

Links

- Coronavirus Advice and Guidance Bulletin 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36
- Local Updates Bulletin 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36

Power for the People

- Campaign for Local Electricity Bill

Would have been submitted to June Meeting:

Chesterfield Borough Council

- DWP Vacancy Sheets
- Physical Activity Survey
- Child Safety Week 1-7 June 2020
- Key Worker Bike Service

Chesterfield Canal Trust

- Newsletter 143,144

Clerks and Councils Direct

- Newsletter

Derbyshire Association of Local Councils

- Clerks and Chairs Zoom Meetings
- May Newsletter - New 'Healthwatch' phone help-line launched in Derbyshire, Covid-19 'recovery strategy' news for East Midlands councils, Section 137 limit set for 2020/21, Public facilities guidelines..., Calling for Climate Emergency champions! A simple 'how-to' guide on registering your rights-of-way, Zoom meetings – settings, 6-month rule update, DALC Excellence Awards – entry form published, Tackling vandalism under lockdown – BHIB advice
- June Newsletter - New procurement threshold levels published, Returning to work after lockdown, Renewable energy grants Risk assessments and checklists for opening public buildings, Enquiries are Zooming! Climate Group keeps growing, Flying the flag, Training dates online, Excellence Awards – entries arriving, Update on homeworking allowances
- Change of Address

Derbyshire County Council

- Notification of closure of Crow Lane – 14 July to 1 August 2020 for social distancing measures.
- Notification of closure of Brimington Road North – 31 July to 1 August 2020 to facilitate rail bridge maintenance works

HS2

- 4th Being a Good Neighbour Progress Report

Links

- Coronavirus Advice and Guidance Bulletin 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51
- Local Updates Bulletin 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51

Rural Action Derbyshire

- Phased Re-opening of Village and Community Halls

Correspondence for July 2020

Chesterfield Borough Council

- DWP Vacancy Sheets
- Free Online Courses
- Summer Reading Challenge

Chesterfield Canal Trust

- The Cuckoo
- Newsletter 145,146

Derbyshire Association of Local Councils

- Clerks and Chairs Zoom Meetings
- Planning Training

Derbyshire County Council

- Apprenticeship Vacancies
- Notification of closure of Brimington Road North – 1 October to 2 October 2020 to facilitate rail bridge maintenance works

Derbyshire Unemployed Workers Centre

- Re – opening from 6 July 2020

Links

- Coronavirus Advice and Guidance Bulletin 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65
- Local Updates Bulletin 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72
- Black Lives Matter in our Schools – Meeting 29 June

Open Spaces

- What life under lockdown meant for you

19 Items for Next Agenda

Please forward any other items to the Clerk 7 days before next meeting

20 Date for the next meeting

To be discussed.

PART II – CONFIDENTIAL ITEMS

21 Staffing Update

To confirm the previously circulated Minutes of the Employment and Appraisal Committee held on 7 July 2020 and discuss matters arising