

# Middleton Parish Council

## Supporting Document

### Monday 18<sup>th</sup> September 2019

#### Agenda Item

#### Supporting Notes

- 2 To receive and accept apologies for absence**  
Apologies received will be given at the meeting
- 6 Items in Exclusion**  
No items are recommended to be taken in exclusion
- 8 To approve the minutes**  
**(a) Monday 8<sup>th</sup> July 2019**  
Paper copies will be available at the meeting
- 9 Clerk's Report**  
To approve Clerk's Report on action taken since the meeting held 8<sup>th</sup> July 2019

#### **Public Speaking**

##### **Minute 4036/19(a)**

"Regular payee" a response was given outside the meeting; Financial Regulation 5.6 refers. Financial records for the last 10 years indicate that payments to Middleton in Bloom have not been made every year and have been for a variety of specific purposes.

#### **Matters for Decision**

##### **Minute 4041/19 (f) (ii) Car parking corner of Chapel Lane.**

Actioned as minuted.

##### **Minute 4041/19 (h) Grants**

Two grants actioned as minuted.

##### **Minute 4041/19 (i) Purchase of "Arnold Baker on Local Council Administration" 11th edition by Paul Clayden**

Actioned as minuted.

#### **Finance**

##### **Minute 4042/19 (b)**

Thirteen cheques issued as minuted.

- 10 Correspondence; to note receipt of items for information**  
**DALC - Circular 10-2019**

- DALC Excellence Awards
- AGM
- NALC Larger Councils Committee
- Government Paper on strengthening communities
- Research on May elections
- Council housing build
- Updated Financial Regs
- Climate emergency

- CiLCA success
- Village survival

### **DALC - Circular 9-2019**

- NALC Lobby to strengthen the Neighbourhood Plan Process
- Derbyshire Environmental Trust (DET) Funding Scheme
- Advice regarding the use of Secret Ballots
- NALC Lobby for the Financial Services Ombudsman to cover local councils
- The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 – update
- Guidance on public participation and naming individuals in minutes
- NALC are urging local councils to promote training of councillors

Broxap “Take notice of Broxap’s Brilliant Notice Board Range”

Rural Action Derbyshire “Cyber Security for Community Groups – training event

Rural Action Derbyshire Village and Community Halls Newsletter August 2019

DCC Highways Hub; Royal British Legion Derbyshire Lamp Post Campaign 2019

Rural Services Network - various

Parkers Bulbs Wholesale Catalogue Autumn 2019

### **13 Matters for decision**

#### **(a) Co-option of 3 members to receive and approve a report on action taken**

There being no nominations at the closing date the vacancies have been readvertised on notice boards and website. The revised closing date is 9 am Monday 7<sup>th</sup> October 2019 with interviews to be held on Monday 14<sup>th</sup> October 2019 as appropriate

#### **(b) Insurance – to approve renewal at a cost of £428.38**

The Parish Council’s Insurance premium has been paid, there being a duty to insure and the renewal date falling during the summer break.

#### **(c) Derbyshire Dales District Council recharges for Parish Council Election; to approve payment of £197.60**

This is the cost of the election held in May 2019.

#### **(d) Middleton Remembers;**

**(i). to receive update**

**(ii). to approve purchase of a bench for the Village Green**

A verbal report will be given at the meeting.

#### **(e) To approve arrangements for the Remembrance Day Service and the laying of wreaths at the Middleton Memorial**

To be discussed.

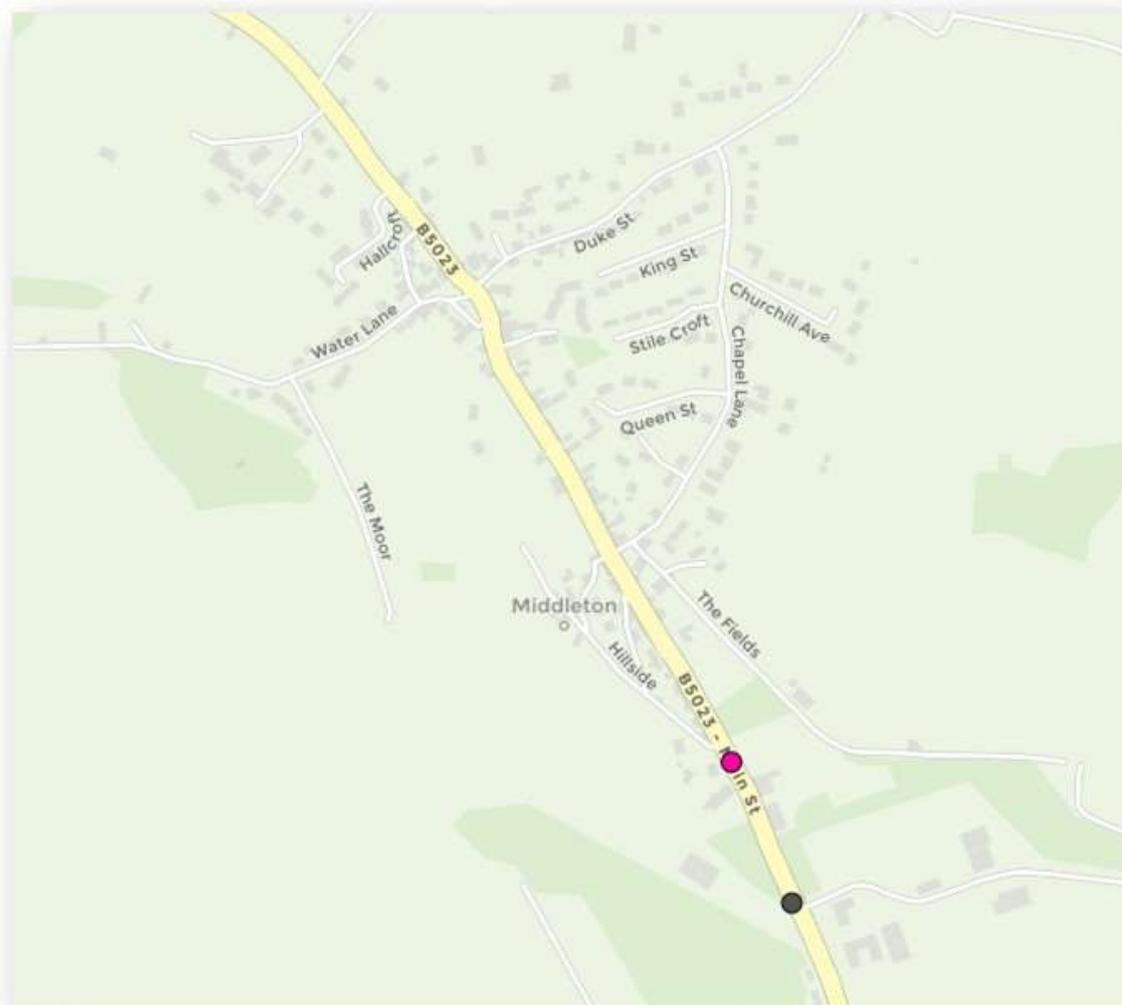
#### **(f) Streetscene, traffic and speeding;**

**(i). Speed Survey – to approve commissioning a report**

DCC advise;

“The latest speed data that Derbyshire County Council hold for Middleton by Wirksworth is dated 2004 and 2005. The map below shows the approximate

locations of these surveys, the pink spot is the 2004 survey and the grey spot is the 2005 survey.



The 2004 survey gives a mean speed of 26.2mph (33.6mph 85%ile) and the 2005 survey gives a mean speed of 31.6mph (37.3mph 85%ile).

To commission a new survey, there is a cost of £195 + VAT.

**(ii). Streetlighting – LED rollout**

A report will be given at the meeting.

**(iii). Streetlighting – Middleton Road switched off lights**

Received from DCC Streetlighting

For clarity we review collision data at the part night lighting sites at the times the lights are off to establish if there has been any detrimental effect on the number of collisions.

These results support our original risk assessments about turning lights off in this area and are as expected in terms of no there being no increase in collisions as a result of our decisions.

The operating regime of the lights in Middleton have been established for five years and we have no reason to alter them based on the data we measure.

Further information is available on our website

<https://www.derbyshire.gov.uk/transport-roads/roads-traffic/street-lighting/part-night-lighting/part-night-street-lighting.aspx>

| Collisions between midnight and 05:30am |                     |                         |                      | Updated with collisions up to end of January 2019               |                   |                        |                                    |                            |                       |                                  |                            |                                       |
|---|---------------------|-------------------------|----------------------|---|-------------------|------------------------|------------------------------------|----------------------------|-----------------------|----------------------------------|----------------------------|---------------------------------------|
| Parish                                  | Site Ref            | Location                | End of before period | Start of After Period (2 months after end of engagement period) | 3 yrs Before coll | Before coll. per annum | No of years after Imp date (max 3) | After Coll (up to 3 years) | After coll. per annum | After collisions 3-7 years after | No of years up to Jan 2019 | All after coll. Per annum to Jan 2019 |
| Biggin                                  | PNLHuW-01-01        | Hulland Ward            | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Bonsall                                 | PNLBon-01-01        | Bonsall                 | 11/08/2013           | 11/10/2013  | 1                 | 0.33                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Brailsford                              | PNLBrS-01-01        | Brailsford              | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Brailsford                              | PNLBrS-01-02        | Ednaston                | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Church Broughton                        | PNLChB-01-01        | Church Broughton        | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Church Broughton                        | PNLChB-01-02        | Church Broughton 2      | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Church Broughton                        | PNLChB-01-03        | Church Broughton 3      | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Stoney Middleton                        | PNLStM-01-01        | Stoney Middleton        | 11/08/2013           | 11/10/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.25                       | 0.00                                  |
| Northwood and Tinkerley                 | PNLNwT-01-01        | Northwood and Tinkerley | 01/09/2013           | 01/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| <b>Middleton</b>                        | <b>PNLMiW-01-01</b> | <b>Middleton</b>        | <b>22/09/2013</b>    | <b>22/11/2013</b>   | <b>0</b>          | <b>0.00</b>            | <b>3</b>                           | <b>0</b>                   | <b>0.00</b>           | <b>0</b>                         | <b>5.17</b>                | <b>0.00</b>                           |
| South Wingfield                         | PNLSoW-01-01        | South Wingfield         | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| South Wingfield                         | PNLSoW-01-02        | South Wingfield 02      | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| South Wingfield                         | PNLSoW-01-03        | South Wingfield 03      | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| Wessington                              | PNLWes01-01         | Wessington              | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| Wirksworth                              | PNLWir-01-01        | Wirksworth South        | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| Wirksworth                              | PNLWir-01-02        | Wirksworth North        | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |
| Wirksworth                              | PNLWir-01-03        | Wirksworth Longway Bank | 22/09/2013           | 22/11/2013  | 0                 | 0.00                   | 3                                  | 0                          | 0.00                  | 0                                | 5.17                       | 0.00                                  |

**(iv). White lining**

A verbal report will be given at the meeting.

**(v). Car parking corner of Chapel Lane**

To be discussed.

**(vi). Dog Fouling – The Village Green; to approve purchase of signage**

The Village Green is subject to a Public Space Protection Order therefore DDDC signage could be purchased:

[https://www.derbyshiredales.gov.uk/images/documents/P/Public\\_Space\\_Protection\\_Orders\\_-\\_list\\_of\\_sites.pdf](https://www.derbyshiredales.gov.uk/images/documents/P/Public_Space_Protection_Orders_-_list_of_sites.pdf)

**(vii). Installation of bin at Middleton Road**

Wirksworth Town Council advise they do not have a spare bin to deploy.

**(viii). Inconsiderate Parking**

To be discussed.

**(g) Playground equipment – to receive update, and to consider application for Derbyshire County Council Action Grant funding as appropriate**

The following was received from DDDC Environmental Services Manager, Sally Rose;

“Thank you for the enquiry regarding the funding for play equipment. I can confirm that we would be happy to work with you for some new equipment if you get funding. In terms of equipment we would prefer that where possible moving parts were minimised as this means less spend on maintenance.

I look forwards to working with you further on this.”

**(h) DCC 2019 Parish and Town Council Liaison Forum Questionnaire to approve response.**

The following has been received from Derbyshire County Council;  
As you may be aware, the County Council host a Town and Parish Council Liaison Forum every six months or so. We do this because we strongly believe that promoting and improving links with Town and Parish councils is vital to help deliver better services for communities. The first meeting of the Forum took place in October 2009 and to ensure that the Forum is as useful and beneficial as possible, we are seeking your views, and will use this information to guide how we conduct any Town and Parish Council Liaison Forums in the future.

We value input from everyone, if you are able to include the questionnaire as an agenda item on a future meeting that would be greatly appreciated. We are also happy to receive individual responses.

Please find below the link for the 2019 Parish and Town Council Liaison Forum survey. The deadline for completion of the questionnaire is Sunday 20 October 2019.

<https://www.snapsurveys.com/wh/s.asp?k=154643398418>

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**Finance**

**(a) Statement of Account**

The Parish Council's account stood at £16,103.99 per statement 22 dated 16<sup>th</sup> August 2019 (copied to members). There are 5 items in transit, cheques 1524, 1527, 1529-31 in the sum of £1098.65, therefore the actual balance per the cashbook (copied to members) is £15,005.34.

**(b) Approval of payments**

**Payments made since last meeting;**

|       | Cheque | Payee                                   | Amount  | VAT   | Total                      |
|-------|--------|---|---------|-------|----------------------------|
| i.    | 1522   | L Petts Inv 3570                        | £3700   | £740  | £4440                      |
| ii.   | 1523   | Came & Co. Insurance Brokers            | £428.38 |       | £428.38                    |
| iii.  | 1524   | Wirksworth Team Ministry                | £15     |       | £15                        |
| iv.   | 1525   | Middleton In Bloom                      | £500    |       | £500                       |
| v.    | 1526   | Butler Cook Accountants                 | £26     | £5.20 | £31.20                     |
| vi.   | 1527   | Middleton Community Primary             | £722.83 |       | £722.83                    |
| vii.  | 1528   | Cllr Olwen Wilson Reimbursable Expenses | £161.80 |       | £161.80                    |
| viii. | 1529   | DALC CAB 11ed                           | £114.82 |       | £114.82                    |
| ix.   | 1530   | BM&W Band                               | £150    |       | £150                       |
| x.    | 1531   | HMRC (July)                             |         |       | <i>Not for publication</i> |
| xi.   | 1532   | Caretaker Reimbursable Expenses         | £5      | £1    | £6                         |
| xii.  | 1533   | Caretaker (July)                        |         |       | <i>Not for publication</i> |

Payments for approval;

|      | Cheque | Payee                       | Amount | VAT                        | Total |
|------|--------|-----------------------------|--------|----------------------------|-------|
| i.   | 1534   | Clerk Reimbursable Expenses | £50    |                            | £50   |
| ii.  | 1535   | HMRC (August)               |        | <i>Not for publication</i> |       |
| iii. | 1536   | Caretaker (August)          |        | <i>Not for publication</i> |       |
| iv.  | 1537   | Clerk (July & August)       |        | <i>Not for publication</i> |       |

**(c) Risk Assessment/Budget Monitoring**

**To receive budget monitoring sheets and to consider risk assessment/insurance implications for items approved this meeting**

Budget monitoring sheets have been copied to members. Risk assessment to be confirmed at the meeting.

**Website Statistics to 31<sup>st</sup> August 2019**

|                 |                           |
|-----------------|---------------------------|
| Unique visitors | 2669 year to date         |
| Visits          | 4393 year to date         |
| Pages viewed    | 13,529 year to date       |
|                 | 36,677 over twelve months |