

**KIRK LANGLEY PARISH COUNCIL MEETING
MINUTES OF THE MEETING IN THE VILLAGE HALL
TUESDAY 1st MARCH 2022**

PRESENT: Cllr L Baker (Chairman), Cllr H Leonard (Vice Chairman), Cllr P Isherwood, Cllr B Whittaker, CCllr D Taylor, Locum Clerk – F Keppel-Spoor (minutes) and no members of public

Reference	Agenda Item	
127.03/2022	Apologies for Absence	Cllr D Cartledge, BCllr J Orton
128.03/2022	Declaration of Members Interest	No interests to declare.
129.03/2022	Variation of Order of Business	No variations to the running order of the business.
	Public Participation/Questions	No members of public present. The Locum Clerk gave a brief report from a resident who wished it to be raised that one of the newly installed benches on the GB Barrington Playing Fields is in the wrong position and should be repositioned half way between the trees. This will be discussed as part of the agenda.
	Councillor Vacancy/Co-option of new member	There were no applicants for the current vacant post, this will continue to feature on the agenda until applicants stand for co-option. The Locum Clerk explained the procedure for co-option and member Cllrs will now speak to local residents to generate some interests and ask them to email the Locum Clerk in the first instance to receive further information and an application form.
	Reports from Outside Bodies	BCllr Jane Orton gave apologies prior to the meeting and supplied a brief report as follows: At the AVBC March Full Council meeting it will be proposed that Council Tax in Amber Valley Borough be increased by 2.83%. The AVBC element of the Council Tax is typically about 9% of the total collected; the other elements being Derbyshire County Council (72%), Police (12%), Fire & Rescue (4%), and Parish/Town Councils (3%). For a Band G property this makes for a typical increase of £8.33 per year for the AVBC element of Council Tax. Though please note that the other parts of bill will also be increasing. The Borough Council is still following the Budget Reduction Plan that started in April 2021. It anticipates making savings of £583,000 this year. However, the increase in the cost of living and the impact of the pandemic are making it more challenging to reduce the deficit. Those of you who enjoy a visit to Amber Valley's Riverside Gardens in Belper will be pleased to hear that the keys to a brand-new building for the Swiss Tea rooms have been handed over to the new

		<p>operators. Hopefully the tea rooms will be open from this Spring. The original Tea Rooms were a fixture in the gardens from 1906, but they became derelict in 1981.</p> <p>Cllr David Taylor gave a brief report to update he has requested £1k for new curtains for the village hall. A further request for £300 for Jubilee Celebrations has been awarded and Cllr Taylor has increased this amount to £500. A meeting with the Executive Director of Highways regarding the A52 crossing is in progress and a request for the Locum Clerk to forward all correspondence to Chris Henning and copy to David Arnold (chris.henning@derbyshire.gov.uk) with all correspondence copied to David Taylor for action.</p> <p>A crime report was circulated prior to the meeting giving crime statistics for the parish – further information is available via this link: https://www.police.uk/pu/your-area/derbyshire-constabulary/quarndon-and-kirk-langley/?tab=CrimeMap</p> <p>It was RESOLVED the Locum Clerk will contact Amber Valley Planning Department and copy to BCllr J Orton regarding the planning application for Poyser Lane.</p>
	NHW Presentation	It was RESOLVED to defer this item to the Annual Parish Meeting which will be held in May 2022.
	Local Government Boundary Review	Further to the report on AVBC electoral ward boundary changes in the January 2022 Alport & South West Parishes Ward will merge except for Quarndon which will go into Duffield. The new Ward will be a huge geographical area Covering Holloway to Mackworth Village but will be served by two Councillors. The Boundary Commission is also reviewing Parliamentary Constituencies and a secondary consultation will run from 22 February to 4 April 2022 see https://www.bcereviews.org.uk
	Minutes of Meeting 19th January 2022	The minutes of the meeting from 19 th January 2021, which were circulated to all member Cllrs prior to the meeting were agreed to be a true and accurate record of the meeting, and were signed by the Chairman. There was a request for an amendment regarding the Planning Committee – it is noted that this is not a committee, but a working group. There was a request to amend the minute relating to benches and state that both Cllr Leonard and Cllr Baker were responsible for the contact with contractors. These amendments were accepted unanimously.
	A52 Crossing	Brief update given by Cllr D Taylor and a request for all correspondence to be forwarded to him, copied to Chris Henning and David Arnold. There is £40k available (S106) to spend on this and Cllr D Taylor will chase this as one of his three projects to follow up this year. It was RESOLVED to add a news item to the website to update local residents and take the matter up with AVBC to ascertain an explanation as to why this decision has not been challenged. It was further RESOLVED to reach out to local residents with some consultation via the website to gather information regarding road incidents on the A52, including near misses – the Clerk will add a page to the website for this specific purpose.

		<p>Clr Baker will supply some photographs for this additional page and Kirk Langley Primary School and Governors will be invited to support this initiative.</p>
	<p>School Bus Stop</p>	<p>The resident who raised this item originally has raised it with the people who identified the issue and there is general agreement for the children to stand in an alternative position to make it safer. Glovers Coaches are happy to relocate the bus stop, but this would need to be actioned by Ecclesbourne School and Derbyshire County Council, who manage the school transport service. It was RESOLVED the Clerk will write to both parties. The relocation of the bus stop will not cause an obstruction of the road, so will not cause any additional delay in an alternative location. It was RESOLVED the Clerk will facilitate a discussion between Ecclesbourne School, Derbyshire County Council and Glovers Coaches and this will be approached from a road safety perspective, highlighting the issues faced with the bus stop in the current location on Moor Lane</p>
	<p>Clerk Report</p>	<p>Thank you for such a warm welcome to your lovely parish, and I can honestly say the last 6 weeks have been an absolute pleasure as I have learnt about Kirk Langley and the surrounding area. It is a first for me to join a Parish Council that isn't in dire straits and is in need of a huge amount of work to regain compliancy – this is my first locum position where this is the case and it makes a wonderful refreshing change. Over the last 6 weeks I have been getting to grips with the computer systems in place, keeping on top of the emails and correspondence and have made some headway with local procedures, including who to contact for mole removal and the local planning portal. I have looked at the report supplied by DALC in relation to the current Clerk vacancy and produced an advertisement for the role, which has been circulated to you all separately. It is anticipated that we will seek to appoint a new Clerk as early in the new Council year as possible, but until such time as this happens, I am happy to stay with you and ensure you complete the required year end tasks and scrutiny by both internal and external auditors. We now have a vacant Cllr position following the resignation of Cllr Penny at the last meeting. This vacancy has been advertised following the correct procedure and we are now able to appoint a new Cllr by co-option – if there are any applicants this will happen at the meeting on 1st March; but in the event there are no applicants, this will be featured on subsequent agendas until such time the vacancy is filled. The policies and procedures in place are good and fit for purpose, and they will all be due for renewal at the meeting in May 2022. This is the meeting where we deal with annual items including the election of a Chairman and Vice Chairman, and the annual insurance renewal. The only recommendation is that all policies and procedures are added to the website for transparency purposes. Going forward, you will need to make a decision regarding the banking arrangements for the Parish Council and whether you wish to continue banking with HSBC or move to Unity Trust (or</p>

		<p>another bank). This will also start the process to the Clerk recommencing the RFO duties, and will require a further update to the banking mandate if this is the case.</p> <p>I'm currently working approximately 8 hours per week for the Parish Council, including a daily log in to the computer to check email and other correspondence. I anticipate this is plentiful going forwards and will meet the needs of the parish as required.</p>
	Grit Bin at The Green	<p>Cllr Whittaker circulated a report prior to the meeting and some local consultation has been carried out in relation to the grit bin. It was RESOLVED to supply some general advice about when the grit bin should be used and how and there was general agreement that the bin should be used proactively rather than reactively. This is also a school route and should be gritted in inclement forecasts – RESOLVED Clerk will ask DCC for the gritting route and reiterate this is a school route and should be included. It was RESOLVED to produce a leaflet to give information about where the grit bins are, when they should be used and who to contact if they need refilling. Cllr Whittaker will complete a grit bin review and look towards recruiting some gravel wardens in the future and will provide a further update at the next meeting.</p>
	Live & Local Amber Valley	<p>AVBC are withdrawing funding for live and local events of which there have been two or three events per year in the village hall, which were very popular. It was RESOLVED the Parish Council will support the Village Hall Committee in lobbying AVBC to object against this. The Locum Clerk will discuss with Village Hall Committee prior to sending a letter of objection. There was a discussion regarding the Parish Council supporting these events going forward and it was RESOLVED there would need to be further consultation due to current budget constraints – this information has become available after the budget setting process for the forthcoming financial year has taken place and unfortunately there was no budget allocation for live and local events at this stage.</p>
	PROW Minor Maintenance	<p>Cllr Baker has spoken with a local landowner who owns the land over which many of the PROW are routed and has received confirmation that there is an agreement to add more stone in identified locations to ensure the maintenance of the PROW is adequate. It was RESOLVED to order the stone as required and submit the paperwork to DCC by 31st March 2022.</p>
	Policies & Procedures	<p>It was RESOLVED the Locum Clerk will share an alternative grant funding policy to be adopted in May 2022. A brief review of all other policies has identified no further issues and all current policies are due for review in May 2022.</p>
	Biodiversity Working Group	<p>Cllr Whittaker met with the working group on Zoom, and attended a webinar with Derbyshire Wildlife Trust regarding setting up an advisory group to advise the Parish Council going forwards. There is a future plan to meet an employee of Derbyshire Wildlife Trust to complete a walk around of the parish to gain some ideas for projects with a view to getting the community more involved.</p>

	Platinum Jubilee	<p>There was a discussion and it was confirmed that the band “Doghaus” have been booked for Thursday 2nd June in the afternoon (time to be confirmed).</p> <p>It was confirmed there is a sum of £500 available from DCC via CCIr Taylor which is ringfenced for the purpose of Jubilee Celebrations. It was RESOLVED to arrange a Zoom meeting with representatives from local community groups to form a Jubilee Committee. It was RESOLVED the Locum Clerk will send an email to local groups and ask for a representative from each local group to attend a Zoom meeting on a date to be confirmed. Other suggestions to use the ringfenced funding include the purchase of bunting to decorate the GB Barrington Playing Fields and pavilion, an invitation for local families to attend with a picnic and enjoy the entertainment provided by the band. It was also suggested that residents who wish to organise street parties to commemorate the Jubilee should plan for these to be held on the Saturday of the extended bank holiday weekend.</p>
	Grass Cutting Contract	<p>It was RESOLVED to contact AVBC and DCC regarding the mowing and maintenance of the bank as it is their responsibility.</p>
	Benches	<p>It was RESOLVED to review at the end of the season and assess if any further work is required. It was RESOLVED the benches are in the correct place as required and there is no requirement to re-site any of them.</p>
	Planning Applications & Decisions	<p>No New planning applications at 21st February 2022:</p> <p>Pending planning applications at 21st February 2022:</p> <p>AVA/2021/1259 – Replacement of existing Cattery with 2 no residential dwelling units at The Cats Cradle, Windy Arbour, Kirk Langley</p> <p>AVA/2021/1242 – Construction of wooden garage at 7 Church Lane, Kirk Langley</p> <p>PDR/2021/0077 – Application to determine prior approval requirement for change of use of agricultural building to single dwelling at Wheathills lodge, Brun Lane, Kirk Langley</p> <p>AVA/2021/0809 – Outline application for development of 12 no dwellings at land at end of Poyser Lane, Kirk Langley – It was RSEOLVED the Locum Clerk will contact AVBC Planning for an update on this application.</p> <p>AVA/2021/0722 – Demolition of existing habitable accommodation and construction of new single storey extension and replacement of existing windows at Langley Barton, 29 Ashbourne Road, Kirk Langley</p> <p>AVA/2021/0724 – Demolition of existing habitable accommodation and construction of new single storey extension and replacement of existing windows at Langley Barton, 29 Ashbourne Road, Kirk Langley</p>

		<p>AVA/2021/0153 – Rebuilding of north single storey extension to form new entrance lobby and associated works at Hall Farm, Flagshaw Lane, Kirk Langley</p> <p>AVA/2021/0154 – Listed building consent for rebuilding of north single storey extension to form new entrance lobby and associated works at Hall Farm, Flagshaw Lane, Kirk Langley</p> <p>PDR/2021/0039 – application to determine prior approval requirement for proposed agricultural building to store fodder at New House Farm, Ashbourne Road, Kirk Langley</p> <p>Approved planning applications at 21st February 2022:</p> <p>AVA/2021/1103 – Construction of single storey rear extension and attached store, alteration to existing driveway access, new hard surfacing to front driveway, new timber cladding to parts of all elevations and rear landscaping at 6 Poles Road, Kirk Langley</p> <p>AVA/2021/0953 – Change of use of existing unit from storage to industrial manufacturing – B8-B2, and extension to existing unit at Howardson Ltd, Ashbourne Road, Kirk Langley</p> <p>AVA/2021/0641 – Retrospective planning permission for rear kitchen/dining room extension at Blue Bell Inn, Adams Road, Kirk Langley</p> <p>AVA/2021/0515 – Two storey extension at Stable Cottage, 39 Moor Lane, Kirk Langley</p> <p>AVA/2021/0444 – Two storey garage extension at The Lawns, 39 Moor Lane, Kirk Langley</p> <p>Refused planning applications at 21st February 2022:</p> <p>AVA/2021/1287 – Application for Lawful Development Certificate for proposed replacement of mobile home in the curtilage of a residential dwelling house for ancillary use by occupants at Kirkleys, Church Lane, Kirk Langley</p> <p>AVA/2021/0765 – Outline permission for the principle of constructing a new dwelling with all matters reserved at land adjacent to Christmas Cottage, Church Lane, Kirk Langley</p>
	<p>Website Update</p>	<p>There was a discussion and it was RESOLVED the Locum Clerk will update the following items on the website:</p> <ul style="list-style-type: none"> Community Calendar Appropriate news items Additional Page for the Village Hall with contact form for booking Additional Page for the A52 crossing with contact form to report traffic incidents. <p>There was a further discussion regarding the current Kirk Langley Village Website and it was RESOLVED the Locum Clerk will speak to the administrator of this site to ascertain if there is any benefit to amalgamating the two sites and incorporating the information from Kirk Langley Village Website to the Parish Council website going forwards.</p>

	Moles- GBB Playing Fields	There are reports of moles on the GB Barrington Playing fields. It was RESOLVED to forward this to the GBB Trust to action.
	Correspondence	A correspondence schedule was circulated prior to the meeting. There were no items requiring discussion or decision which are not included in the agenda.
	Clerk Vacancy	It was RESOLVED to advertise the current Clerk/Responsible Financial Officer Vacancy as per the advertisement circulated to member Cllrs prior to the meeting. The advertisement will be added to the website, local notice boards and forwarded to DALC for addition to their vacancy list. It was RESOLVED the advertisement can be shared on social media to increase the demographic and attract a larger contingent of applicants for the position. Applications for the vacant position should be forwarded to the Locum Clerk by 1 st April 2022 and it is anticipated that interviews will be held w/c 11 th April with a view to appointment and hand over taking place towards the end of April 2022.
	Finance Matters a) Invoices for payment b) Income Received c) Banking Arrangements	Cllr Leonard and Cllr Baker have processed any outstanding invoices to date and these will be added to a finance schedule once access to the online banking has been restored. There will be a requirement to further update the banking mandate to enable the addition of the RFO upon appointment. The Locum Clerk shared a piece of correspondence from HSBC regarding a safeguarding review which is now due. There was a discussion and it was RESOLVED to commence the process to move to Unity Trust Bank. The Locum Clerk had provided some information regarding this bank, including the added layer of security available with two-factor authentication for all transactions and it was unanimously agreed that this would be beneficial to the Parish Council. It was RESOLVED Cllr Leonard will begin the process of completing the application forms for Unity Trust Bank.
	Annual Parish Meeting	It was RESOLVED the Annual Parish Meeting will be held from 7pm on an evening during the week commencing 10 th May 2022. The Locum Clerk will check available dates with the Village Hall Committee and circulate once agreed. It was RESOLVED to invite the Neighbourhood Watch Coordinator to attend this meeting and give their presentation to the community. It was RESOLVED to invite representatives from all community groups locally to give a short update on their current activities and it was further RESOLVED to supply refreshments to all attendees following the meeting.
	Items for next agenda	The following items were requested for the next agenda: Village Hall Committee – feedback from consultation Biodiversity Group Banking Update Annual Parish Meeting Update Jubilee Celebrations Update

		Website Update Storage of Parish Council documents and equipment. DALC Membership for 2022/23
	Date & Time of Next Meeting	The next ordinary Parish Council meeting will take place on Tuesday 12 th April 2022 at 7pm at Kirk Langley Village Hall.

The Chairman thanked everyone for attending and the meeting was closed at 9.11pm.

DRAFT