

SOUTH WINGFIELD PARISH COUNCIL

1 June 2023

To: The Chair and Members of South Wingfield Parish Council

Dear Councillor

You are summoned to attend the meeting of South Wingfield Parish Council to commence at 7.00pm on Thursday 8th June 2023 at the Parish Room, South Wingfield.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K. Furby', with a small dot at the end of the line.

Katherine Furby

Clerk and RFO
South Wingfield Parish Council

SOUTH WINGFIELD PARISH COUNCIL
PARISH COUNCIL MEETING
8th June 2023

AGENDA

Statutory Requirement at each meeting:

- a) Check fire escapes and fire alarms
- b) Advise on fire escape procedures and meeting place

1 To receive Apologies for Absence

2 New Vice-Chairman to Sign Acceptance of Office

3 Variation of Order of Business (if any)

4 Declaration of Members' Interest

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 prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of the Public Speaking.

The Declarations of Interests will be read out from the Declarations Sheet, members will be asked to confirm that the record is correct.

5 Public Speaking – (15 minutes)

(a) A period of not more than fifteen 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 representations 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 the **Police Liaison Officer, a County Council or Borough Councillor** is in attendance they are to be given the opportunity to raise any relevant matter.

(c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items should do so at this point in the proceedings.

6 To Approve and Sign the Minutes of the Meeting held on 11th May 2023

7 To determine which items from the Agenda, if any, 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 it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw,"

8 Clerks Report

(a) Community Food Provision – Update

- (b) Public Toilet – Update
- (c) Market Place Bus Shelter – Update
- (d) Pride Event – Update
- (e) Oakerthorpe Traffic Issues – Discussion
- (f) High Road Playground – Update on S106
- (g) Dog Fouling – Birches Lane
- (h) Councillor Co-Option – Approval to begin process and advertise vacancies
- (i) Parish Room Parking – Discussion
- (j) Market Place Parking- Discussion

9 Matters for Approval

- (a) Councillor Co-Option – Approval to begin process and advertise four vacancies

10 Finance and Banking

- (a) Banking – Up to 31st May 2023 Bank Reconciliation (Period 2 – 2023/24)
- (b) Unity Bank Account – Update
- (c) Appendix A – Payment schedule for approval
- (d) S137 Grants – Update
- (e) HSBC Banking Mandate – Approval to add all Councillors as signatories
- (f) Standing Orders – Approval to update salary standing orders
- (g) PKF Littlejohn LLP –To Approve Annual Governance Statement 2022/23
- (h) PFK Littlejohn LLP – To Approve Annual Internal Audit Report 202/23

11 Chair’s Announcements

- (a) Announcements

12 Village Maintenance

- (a) Requirements
- (b) Wildflower Verges – Update

13 Footpaths

- (a) Footpath Report – Update

14 DALC Circulars

- (a) Circulars for May 2023 – Circulated

15 Neighbourhood Plan

- (a) Update

16 Planning Applications

- (a) Submission of planning application documents to Councillors
- (b) Planning applications for this period to consider:

RefVal: [TRE/2023/0257](#)

Address: Manor House, 31 Manor Road, South Wingfield, Alfreton, Derbyshire, DE55 7NH,

Proposal: Various tree works

Date Valid: 9/May/2023

RefVal: [AVA/2023/0368](#)

Address: The Vinery, Manor Road, South Wingfield, Alfreton, Derbyshire, DE55 7NH,

Proposal: Replacing existing glazed conservatory roofs with tiled roofs (may affect the setting and character of a listed building and the setting and character of the conservation area)

Date Valid: 24/May/2023

RefVal: [AVA/2023/0408](#)

Address: The Vinery, Manor Road, South Wingfield, Alfreton, Derbyshire, DE55 7NH,

Proposal: Listed building consent for replacing existing glazed conservatory roofs with tiled

roofs

Date Valid: 24/May/2023

RefVal: [AVA/2023/0364](#)

Address: Garner Lane Farm, Garner Lane, South Wingfield, Alfreton, Derbyshire, DE55 7LU,

Proposal: Side extension and the extension of the first floor balcony

Date Valid: 26/May/2023

RefVal: [AVA/2023/0413](#)

Address: The Hawthorns , Potters Lane, Moorwood Moor, Alfreton, Derbyshire, DE55 7NU

Proposal: Ground floor side extension with conversion of existing garage into living, pantry and kitchen space with 5no. rooflights. New facing stone to host property on Northern and Eastern elevations. (may affect the setting of a listed building)

Date Valid: 26/May/2023

17 Employment Matters

(a) Any employment matters

To move the following resolution – “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

Date of next parish meeting: Parish Council Meeting – Thursday 13th July 2023 at 7.00pm