

# Kniveton Parish Council

## Minutes of the Parish Council Meeting, held remotely by Cisco WebEx on Tuesday 4 August at 7pm

Present: Chairman: H. Nelson  
Councillors: R Savidge, R. Barnett, G. Bates and J Bradbury

Also, in Attendance: Kath Gruber (Parish Clerk)  
1 member of the public

### NON-CONFIDENTIAL INFORMATION

#### FC/0820/01 Apologies for Absence

None

#### FC/0820/02 Variation of Order of Business

None

#### FC/0820/03 Declaration of Members Interest

The following interests were declared:

- Parish Field - Councillor Bradbury
- Rights of Way – Councillor Barnett

#### FC/0820/04 Public Speaking

None

#### FC/0820/05 Exclusion of the Public

None

#### FC/0820/06 Minutes of the Parish Council Meetings

**July Resolved:** that, subject to minor alterations, the minutes of the Parish Council meeting held on 7 July 2020 were confirmed as a correct record under the provisions for approval and will be signed by the Chair

#### FC/0820/07 School Playing Field Maintenance

##### 1. Contract Specification

The Council discussed a draft specification, provided by Councillor Savidge, for maintenance of the school playground. It was **Resolved:**

- a) to issue the following specification:
  - approx. 4500m<sup>2</sup> grass to be cut every 2 weeks during the growing season
  - 370m of hedgerow bottom to be strimmed when the grass is cut
  - 400m of hedge to cut, 2.5m high - once a year outside of bird nesting season
  - Strim the grass within the playground, every couple of weeks
- b) to request that the contractor focus on cutting back the edges on first visit as the grass has recently been cut
- c) To check whether a DBS check for the contractor was required

Signed \_\_\_\_\_ Dated 8 September 2020

## 2. Contract Award

It was **Resolved**: that approval for the contract to be delegated to the Clerk providing it is within the financial limit of £1000 as resolved in minute reference AGM/0520/07

### FC/0820/08 Village Maintenance

#### 1 Contractor Warden Programme of Work

The Council discussed the draft programme and **Resolved**: to adopt the work programme as set out in Schedule 1.

#### 2 Tools/PPE/Materials

- a) The Council discussed options for hire or purchase of tools and **Resolved**: to set up an account with Speedy Services in Ashbourne and hire a long reach hedge cutter and strimmer with metal block on a day basis.
- b) The Council discussed PPE requirements and **Resolved**: to provide Warden with £50 to purchase the following:
  - Mesh Visor & Ear Muff combination for trimmer and bush cutting
  - Hide Gauntlet Gloves
  - Knee and Shin guard for brush cutter/trimmer use
- c) The Council discussed materials required by the Warden and **Resolved**: to provide Warden with £100 to purchase the following:
  - gold metallic paint for phone box emblems
  - sand paper
  - hammarite brush cleaner and thinner
  - hammarite white or cream for phone box ceiling canopy
  - timber wood treatment for benches and noticeboards in village
  - black and green hammarite (for pump)

### FC/0820/09 Finance

#### 1. Payment Arrangements for Warden Contractor

The Council discussed the payment arrangements for the contractor undertaking warden duties and **Resolved**: payment to be entered monthly based on hours worked and approved by 2 Councillors providing the payments are reported to the next appropriate meeting of the Council.

#### 2. Corporate multi-pay card

The Council **Resolved**: to apply for credit card via Unity Bank with all purchases to be approved by the Chair and one other Councillor as resolved in minute reference AGM/0520/07

#### 3. Remote Meeting Software

The Council **Resolved**: to upgrade Webex enabling meetings to last longer than 50 minutes at a monthly cost of £11.25 shared with Clerk's other Parish

### FC/0820/10 Councillor Vacancy

The Clerk advised that a reason for the vacancy should be provided on the notice and the Council discussed concerns regarding this, it was **Resolved**: that the Chair discuss the issues with the relevant Councillor

### FC/0820/11 Items for information only

Reports from outside bodies

Signed \_\_\_\_\_ Dated 8 September 2020

None

Other items for information only and Items for inclusion on next agenda

- Climate Change to be a standing agenda item
- Playground repairs
- DBS requirements

**FC/0820/23 Date and Time of Next meeting**

**Resolved:** that the next meeting of the Parish Council will take place on Tuesday 8 September 2020 immediately following the JPFC

**CONFIDENTIAL INFORMATION**

None

The meeting closed at 8.10pm

**Schedule 1 Warden Contractor Programme of Work**

Bespoke Jobs

1. Paint phone box and replace top panels/lettering
2. Strip down pump for collection by Peak Waste/re-assemble/paint
3. Clean up and repaint village bench seats
4. Clean up and repaint village notice boxes

Routine Jobs

1. Clear footpaths (when designated footpaths and tool arrangements have been agreed)
2. Clear weeds from village pavements
3. Clear culverts and village wells of weeds and debris
4. Cleaning and maintaining village bus shelters
5. Clean/maintain phone box, pump, and surrounding area
6. Clean village signs
7. Other routine maintenance jobs around village as and when required

**Signed** \_\_\_\_\_ **Dated** 8 September 2020