

SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 1 April 2014 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

	Cllr Mrs A Noskwith (Chairman)
	Cllr S Bilbie
A	Cllr Mrs J Chandler
	Cllr Mrs S Dickman
	Cllr G Dinsdale
A	Cllr Miss K Hales
	Cllr A Hardy (Vice-Chairman)
	Cllr A Hughes
A	Cllr Mrs J Hulls
	Cllr P Hunt
A	Cllr I Judson
	Cllr W Major
	Cllr L White
	Cllr Mrs N White

IN ATTENDANCE:

	Mrs M Bloor - Clerk to the Council
	Mr J White – Conservation Officer (Presentation)
	Insp. K Andrews (Long Eaton Division)
	PC Hopwell and PCSO Buchanan (SNT)

MEMBERS OF THE PUBLIC: None present

PRESENTATION PRIOR TO THE MAIN MEETING

Mr James White (EBC Conservation Officer)

Mr White outlined the consultation process for the draft Sandiacre Conservation Area Appraisal, which incorporates Cloudside and Canal Side conservation areas designated for their special architectural and historical interest.

A number of boundary changes were proposed, including the following additions: White Lion PH, The Beeches, Wade Upholstery, land at Lawrence Street, land at Stoney Clouds and part of the canal running alongside Longmoor Lane.

Other areas were considered for removal: 69-71a Town Street (modern properties), Mill Lane bridge (already grade II listed) and land at the rear of Brookfield Mews.

Mr White answered questions with particular regard to the impact of HS2 and a rail viaduct close to both conservation areas. The consultation period ended 25/4/14.

Mr White was thanked for attending and left the meeting at 7.45pm

RESOLVED: to suspend Standing Orders at 7.45pm to allow Insp. Andrews the opportunity to report on revised policing arrangements across the division

POLICE REPORT

Insp. Andrews explained budgetary constraints had meant a reorganisation of the police structure across the division whilst ensuring officers were deployed to maximum effect.

Insp. Andrews confirmed that PC Hopwell had replaced a full time officer, but two dedicated officers had been retained for Sandiacre SNT. Across the division, officers were now responding more as an on-call team, not solely as individuals for a particular area. Reported crime statistics indicated a reduction for Sandiacre

Councillors highlighted that there continued to be ongoing problems of anti-social behaviour, drug taking and crime in Sandiacre, which represented a large urban area. Additionally, there had been numerous changes in officers over recent years and the community sought continuity.

Officers noted that panel meetings had not been well attended for some time and a suggestion was made that they could be held prior to Council meetings each quarter.

Councillors confirmed they were pleased to see officers visible in the community and it was a welcome approach in order to deter crime and assure residents of a continuing police presence.

Insp. Andrews, PC Hopwell and PCSO Buchanan were thanked for attending and left the meeting at 8.00pm.

Standing Orders resumed.

PART 1 - NON-CONFIDENTIAL ITEMS

182. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Mrs J Chandler	Church commitment
Cllr J Hulls	Convalescing
Cllr I Judson	Prior engagement

RESOLVED: to accept the apologies submitted by Councillors

183. VARIATION OF ORDER OF BUSINESS

There were no variations to the order of business on the Agenda.

184. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest.

185. DISPENSATIONS

There were no written applications or requests for dispensation from a Member who had a Disclosable Pecuniary Interest (DPI) or Other Disclosable Interest (ODI) to allow them to stay in the meeting and vote during consideration of the relevant item.

186. PUBLIC SPEAKING – 10 MINUTES

a) Members of the public

No items were raised.

b) Police report

Refer previous report.

c) County Councillor's report

There was no report under this heading.

d) Borough Councillors' Report

There was no report under this heading.

e) Representatives from outside bodies report

There was no report under this heading.

187. TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY, 4 MARCH 2014

Approval of the Minutes

RESOLVED: that the Minutes of the meeting held on Tuesday, 4 March 2014, as previously circulated to Members, were signed as a correct record

Matters Arising from the Minutes

There were no matters arising.

188. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY, 4 MARCH 2014

Minutes of the Meeting

RESOLVED: that the Minutes of the Planning Committee meeting held on Tuesday, 4 March 2014, as previously circulated to Members be received and noted

Matters Arising from the Minutes

There were no matters arising.

189. TO DETERMINE WHICH ITEMS FROM THE AGENDA, IF ANY, FROM PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED

No items were deemed confidential.

190. CHAIRMAN'S ANNOUNCEMENTS

The Chairman confirmed that the office rent agreement had been approved by the Police Authority Solicitor and the final draft would soon be received.

191. REPORT OF THE PARISH CLERK ON: -

- I. Repeal of s.150(5) Local Government Act 1972 - Implementation (England): For the Council to consider moving to electronic payments and adopting new Financial Regulations or to remain with cheque payments

RESOLVED: that the Council remain with the existing arrangement for payment of cheques signed by two Councillors and the Clerk

Should cheques be withdrawn in the future, a review of financial procedures would be undertaken

II. Delegation for payment of cheques on the first Tuesday in May due to a BH

RESOLVED: that the Clerk be given delegated authority to raise cheques for signing on the first Tuesday in May, at the usual time

III. RSS: Playground inspection report findings (February 2014)

RESOLVED: to note the report presented by the Clerk identifying priorities for work within playground areas

It was noted most items were low level or had been addressed, such as removal of graffiti and repairs to swing bushes

IV. Notice received of the Annual Returns - Year Ended 31/3/14

RESOLVED: to note that the Annual Returns notice had been received from Grant Thornton and the Year End Accounts would soon be prepared for submission and presented for approval to the June meeting

V. Summer Play Scheme: Application to be submitted by 31/3/14

RESOLVED: to note that the application for £1,200 grant funding towards the Summer Play Scheme had been submitted by the Clerk to EBC

VI. Celebrating the First World War centenary

It was noted that Councils across the country were considering how to celebrate the First World War centenary in their communities.

The Clerk asked Councillors if they wished to consider an area of tree and bulb planting in close proximity to the Memorial Institute.

RESOLVED: that this item would be included on the next Agenda

VII. Outcome of the Cemetery Management training course 12/3/14

Copies of the Local Authorities' Cemeteries Order 1977 were provided for each Councillor, as this was the basis of the training course.

VIII. Outcome of the DALC Spring Seminar 27/3/14

The Clerk provided Councillors with a report detailing issues raised at the seminar, including the following:

- Appropriate insurance cover (Came and Co)
- Banking arrangements: Repeal of s150 LGA
- Funding opportunities for new play equipment (Streetscape)
- Protecting existing war memorials (Cllr Miller – Breaston)

- Pensions and 'staging' arrangements
- Annual Returns 2014 (Grant Thornton)
- Archives and Local Studies (DCC)

RESOLVED: to note that the pension 'staging' date for the Council was 1 August 2016

The Clerk would obtain details for enrolment of the Council, to include opting in and out of the scheme by employees.

IX. NAMM (National Association of Memorial Masons) Annual fee £205

RESOLVED: that the Council subscribe to NAMM for a 12 month period to establish the benefits of membership to ensure the safe installation of memorial headstones in the Parish Council Cemetery

192. PENINSULA

I. Business Safety Visit report: Priority items

Councillors were provided with details of the consultant's report showing practices and procedures approved and those requiring attention.

Most of the items requiring attention related to ensuring the workplace met current Health and Safety standards. Copies of inspection reports and risk assessments should be held on file in the Parish Council office.

The Clerk would meet with Mr Chris Gray (Police Estates) on 7/4/14

II. Outcome of the meeting with the local Funeral Directors' Branch: Monday 31/3/14

A meeting was held on 31/3/14 with the following representatives:
 Cllr Mrs Noskwith (Chairman), Cllr Hardy (Vice-Chairman)
 Mrs Bloor (Clerk)
 Funeral Director Branch Association Secretary: Mr B Hutsby
 Mr N Lymn-Rose
 Peninsula consultant (not in attendance)

Funeral Directors

The following was agreed:

The Clerk, representing the Council as a Burial Authority, had responsibility for ensuring safety measures were fully complied with in the burial grounds. Everyone should work together to ensure risks were identified and minimised.

Funeral Directors confirmed that they were still of the opinion that they should not be considered as 'contractors' and would not complete the questionnaire issued by the Parish Council on behalf of Peninsula.

Funeral Directors would provide copies of their Public Liability Insurance to the Council upon request.

Funeral Directors would confirm their acceptance of the Council's Cemetery Rules and Regulations.

It was suggested that the Council consider natural burials.

It was suggested that the Clerk arrange grave digging for the Cemetery.

Parish Council

The following was agreed:

To reach a compromise, Funeral Directors would not be asked to complete the 'contractor' questionnaire, but a notice requesting documentation would be issued by the Clerk.

The Council would review the Cemetery Rules and Regulations to consider natural burials and ensure expedient Transfer of Rights.

The Clerk would look into the possibility of organising mechanical grave digging through Erewash Borough Council thereby organising grave digging in Sandiacre Cemetery.

Charges for mechanical grave digging could be incorporated into interment fees for opening and re-opening graves. Therefore, the Council would need to review its Cemetery fees.

Current arrangements would continue until the Council met in May to undertake a review of fees and working practices based on the above.

III. Completion of the Peninsula contractor questionnaire: Stone Masons

Three Stone Masons had so far completed the questionnaire and provided details of insurance cover: Lymns, E Hawley and R Smeeton

193. LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW - EREWASH

Boundary Commission - Consultation proposal

Sandiacre should reduce to 3 Ward Councillors, one less than at present with the Springfield Park area annexed to Derby Road West, Long Eaton.

It was considered important for residents in the Springfield Park area to be made aware that they would be affected by the proposals. Ideally, Councillors wished to retain 4 Ward Councillors for the whole of Sandiacre in order to retain community cohesion and maintain a strong local identity.

RESOLVED: that the Clerk submit a consultation response following liaison with the Chairman, Cllrs W Major, A Hughes and L White

194. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 6	Repeal of s.150(5) Local Government Act 1972 – Implementation (England) Ways to pay PAYE/NICs: HMRC Expectations Accounting for Council Tax Support Grant in a Council's Annual Return CIL Demystified
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	HMRC Employment Allowance Local Audit and Accountability Act 2014
Circ 7	Spring seminar reminder Openness in Local Government NALC welcomes cash grant fund to help more disabled people become local Councillors Time to conduct a review OUR BIG GIG: Nationwide music celebration returns to a community near you this Summer Annual Parish Meeting and the Annual Parish <u>Council</u> meeting How locals can be more effective on-line – Training Living wage: Can you help please? Clerk vacancy: Denby PC

RESOLVED: to note the above DALC circulars

195. FINANCE

I. Accounts for payment			£
DD	Eclipse	Internet	17.94
DD	Peninsula	H/S consultancy services	240.00
2522	Horizon	Grounds maintenance work: February	1,321.50
2523	E.on	Seasonal illuminations supply	54.14
2524	BT	Calls (Dec-March) Rental (1 March-31 May)	192.63
2525	HAGS-SMP	Playground inspections: March	72.00
2526	Mrs Bloor	Salary: February (Burial 19/3/14 while on leave)	1,232.96
2527	HMRC	Tax and NIC: March	344.35
2528	Ellis-Fermor & Negus	Completion of office rent 1/3/14-28/2/15	360.00
2529	Horizon	Grounds maintenance work: March	1,321.50
2530	Andrew's GS	DARG: Removal of discarded items	15.00
2531	Andrew's GS	Spr Park: Graffiti removal	15.00
2532	Andrew's GS	Litter Picking: March	468.00
DD	SITA	Refuse bin collection	67.85
2533	DALC	Annual subscription from 1/4/14	837.97
2534	Severn Trent	Cemetery: Water April 2014 / October pymts	92.26
2535	HAGS-SMP	Spr Park: Swing shackles/bushes (March)	322.56
			Total: <u>6,975.66</u>

RESOLVED: to approve the above payments.

II. Income and Interest received

18-Mar	DCC MMG for Footpath 14	315.00
28-Feb	Election Account	0.22
28-Feb	Business Account	1.95

RESOLVED: to note the income and interest received

III. Quotations

The Sales Director for Streetscape had visited that day to provide quotations for repair/replacement work to play safety surfaces on both parks. A quotation for Springfield Park had been submitted, but details for Doncaster Avenue Recreation Ground were still awaited.

Membership of National Association of Monumental Masons (NAMM)

RESOLVED: to join NAMM at a cost of £246 and review in 12 months time

IV. Monitoring Report

RESOLVED: to note the report circulated at the meeting

196. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

DCC	None
EBC	None
General	1360 Stapleford and Sandiacre Air Training Corps: Request for funding: The Clerk magazine: March 2014 ICCM: Spring magazine Clerks and Councils Direct

I. **RESOLVED:** to note the above items of correspondence

II. **RESOLVED:** that the Council was unable to offer funding to the Air Training Corps due to budgetary constraints and identifying priority areas for spending

PART 2 - CONFIDENTIAL ITEM

197. CONFIDENTIAL ITEM

No items were deemed confidential.

198. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 13 MAY 2014

SECOND TUESDAY IN THE MONTH

- Annual Parish Council Meeting 6.30pm
- Planning Committee meeting 7.00pm
- Parish Council meeting 7.30pm

The meeting closed at 8.40pm.

Signed by the Chairman: _____ Date: _____