

# SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 1 May 2018 at 7.40pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

**PRESENT:**

	Cllr W Major	(Chairman)
A	Cllr Ms C Bilbie	
A	Cllr Mrs L Bilbie	
	Cllr S Bilbie	(Vice-Chairman)
	Cllr Mrs S Dickman	
A	Cllr G Dinsdale	
	Cllr Mrs C French	
A	Cllr A Hardy	
A	Cllr R Harris	
A	Cllr T Pearson	
	Cllr Mrs C Powers	
	Cllr T Sanghera	
	Cllr Mrs K Stewart	
	Cllr R Stewart	

**IN ATTENDANCE:** Mrs M Bloor - Clerk of the Council

**MEMBERS OF THE PUBLIC:** One resident and two candidates standing for co-option

## 1. APOLOGIES AND APPROVAL OF ABSENCES

Councillor	Reason for absence
C Bilbie	Work commitment
L Bilbie	EBC meeting commitment
G Dinsdale	Abroad
A Hardy	Convalescence

**RESOLVED:** to approve the apologies for absence received

## 2. CO-OPTION – SANDIACRE NORTH WARD

- I. To hear representations from two candidates selected by the interview panel  
Mrs French and Mr Walsh were invited to outline their reasons for being co-opted. Each offered to leave the meeting as the other addressed Members.
- II. To consider co-option of a new Parish Councillor to fill the vacancy  
Both candidates offered to leave the meeting while the vote was taken.

**RESOLVED:** that by majority vote, Mrs French be co-opted to the Council

Councillors extended their thanks to Mr Walsh for taking part in the interview process and expressing interest in the vacancy to serve his community.

- III. New Member to sign the Declaration of Acceptance of Office  
Standing Orders were suspended at 7.50pm as the Clerk presented Mrs French with a welcome pack. The Declaration of Acceptance of Office was signed.

Standing Orders were resumed at 7.55pm and Cllr Mrs French was welcomed to the meeting. She expressed her thanks to the Council for co-opting her.

IV. New Member to complete the Disclosable Pecuniary and Other Interests form  
Cllr Mrs French was provided with a Disclosable Pecuniary and Other Interests (DPI) form, which would be completed and returned to the Clerk.

V. New Member to be appointed to the Committee vacancy  
**RESOLVED:** that Cllr Mrs French be appointed to the Cemetery, Parks and Highways Matters Committee to fill the vacancy.

**3. TO RECEIVE DECLARATIONS OF INTERESTS**

There were no declarations of interest.

**4. TO CONSIDER REQUESTS FOR 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.

**5. VARIATION OF ORDER OF BUSINESS**

There were no variations to the order of business.

**6. PUBLIC PARTICIPATION SESSION**

No items were raised.

**7. TO RECEIVE REPORTS FROM THE FOLLOWING:**

I. County Councillor report  
There was no report under this heading.

II. Borough Councillor report  
There was no report under this heading.

**8. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 APRIL 2018 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Parish Council meeting held on 3 April 2018, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

**9. MATTERS FOR REPORT**

There were no matters for report.

**10. TO RECEIVE THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 3 APRIL 2018**

**RESOLVED:** to receive the Minutes of the meeting held on 3 April 2018

**11. TO RECEIVE THE MINUTES OF THE CEMETERY, PARKS & HIGHWAY MATTERS COMMITTEE HELD ON 3 APRIL 2018**

**RESOLVED:** to receive the Minutes of the meeting held on 3 April 2018

## 12. CHAIRMAN'S ANNOUNCEMENTS

There was no report under this heading.

## 13. REPORT OF THE CLERK

### I. Sandiacre reported crime statistics – Police Crime Map

Details of the latest crime figures were noted: March 2017: 77 / March 2018: 55

### II. Boundary sign: Progress to date

Having obtained 3 quotes for installing the sign, the Clerk confirmed that only one contractor had the necessary required permit to work on the highways.

The contractor had been asked to meet with the Clerk to inspect the site and once details were finalised, the Clerk would approach DCC for a licence.

### III. DALC Spring Seminar summary

The Clerk confirmed that the seminar had covered a number of topics, including managing allotments and training on GDPR (data protection) for staffing matters.

### IV. HS2 meeting / Publicity

It was noted that Mr Mullins from HS2 had offered to attend a Parish Council meeting, but would only attend for a short time and would only answer pre-determined questions. He had confirmed HS2 were planning to organise public meetings in the coming weeks.

**RESOLVED:** that Mr Mullins be informed of Councillors' disappointment that he only appeared willing to spend a limited amount of time with Councillors and he should reconsider his position to respond to open dialogue with the community

### V. NJC National Pay Award from 1/4/18 confirmed

The National Joint Council for Local Government Services had recently agreed on pay for local government employees for 2018-2020.

**RESOLVED:** to apply the new pay scale for the Clerk from 1/4/18

### VI. Standing Orders: New issue

New NALC Model Standing Orders for 2018 were now published.

The Clerk would include this item on the next Agenda.

### VII. Volunteer group: Areas for work 2018

The Clerk would meet with Mr R Hazledine on 8/5/18 to agree a small number of low level projects that could be undertaken by volunteers throughout the parish. This included: planting daffodils, painting the Cemetery and Church gates and removing ivy that was encroaching on grass adjacent to Padmore Moorings.

Further details would be brought back to the next meeting.

### VIII. Zurich Insurance: Annual renewal

It was noted that the Council's insurance cover would renew on 1/6/18 and the premium had not increased as part of the 3-year agreement.

**14. 'BATTLE'S OVER' – A NATIONAL TRIBUTE**

It was noted that the Church and Heritage Group organising committee had confirmed that the time of the Remembrance Service could not be brought forward from 5.30pm as other events had been planned around the time.

The Mayor's office had been notified and it was unlikely the Mayor or Deputy would be able to attend as they would be joining EBC 'Battle's Over' celebrations that evening.

**15. NEW PARISH COUNCIL WEBSITE**

Details of a number of possible website providers and associated costs were tabled.

The Clerk confirmed she had investigated several packages and it was possible to find Parish Council specific providers who offered to build and design a website, but who also offered assistance to the Clerk with maintenance and managing content.

This item would be included on the next Agenda for consideration.

**16. GENERAL DATA PROTECTION REGULATIONS (GDPR) 2018**

- I. DALC training session: Clerk to attend on 3/5/18  
The Clerk would attend the DALC training session and bring back course material to assist the Council work towards compliance.
- II. HR compliance: Notice to employee / Policy  
It was noted that GDPR also applied to staff and a notice to the Clerk was required outlining the keeping of personal data by the Council.
- III. Working towards compliance / Recording data held  
This item would be included on the next Agenda for the Council to be aware of its responsibility to begin meeting GDPR compliance and recording data held.

**17. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS**

DALC Circular 6	<ul style="list-style-type: none"><li>• External Audit News</li><li>• Neighbourhood Planning Support Grant</li><li>• Section 137 Allowance for 2018-19</li><li>• GDPR Update</li><li>• Updated Model Standing Orders and Legal Topic Notes 1,2,5,8, and 87</li><li>• Training</li></ul>
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**RESOLVED:** to note the circular

**18. FINANCIAL STATEMENT**

**RESOLVED:** to note the financial statement presented at the meeting

**19. ACCOUNTS FOR PAYMENT**

To authorise payments as listed below:

<u>DD 12/4</u>	E.on (5590)	Bridge lights: 1/1/18-31/3/18	17.68
<u>DD 16/4</u>	BT (3066)	Line rental: April	66.62
<u>DD 19/4</u>	E.on (8660)	Electricity charges: Office/DARG	75.63
<u>DD 20/4</u>	Sovereign	Play inspections	47.99

DD 24/4	Peninsula	Business consultancy	187.20
	DALC	Annual subscription from 1/4/18-31/3/19	0.00
	Waterplus	Cemetery water charges: 1/4/18-31/3/19	0.00
3419	EBC	Cemetery bin collection: 1/4/18-30/6/18	89.44
3420	ICCM	Subscription 1/4/18-31/3/19	90.00
3421	Zurich Insurance	Cover from 1/6/18 to 31/5/19	2,590.98
3422	DALC	Spring seminar: Clerk - 17/4/18	50.00
3423	Park Hall Designs	Website maintenance: 1/12/17 - 31/3/18	80.00
3424	Mrs Bloor	Salary: April	1,390.16
3425	HMRC	Tax/NIC's: April	367.94
3426	DALC	GDPR training: Clerk - 3/5/18	45.00
3427	Andrew's GS	Litter picking: April	714.00
3428	Andrew's GS	Low level maintenance work: April	312.50
3429	Mr Christmas Tree	Tree/Delivery	306.00
Total			<u>6,431.14</u>

**RESOLVED:** that the accounts presented for payment be approved

**20. INCOME RECEIVED**

27	Gill & Sons: Plaque (Not approved)	140.00
27	Gillotts: A2,Row B,G2 (Grave/burial 2) O of A	1,606.00
30	HSBC Election Costs Account	0.24
30	HSBC Savings (Business) Account	3.49
30	HSBC Grant Account	0.00
Total		<u>1,749.73</u>

**RESOLVED:** to note the income received

**21. CORRESPONDENCE**

- I. DCC: Community managed libraries - Public consultation opens 7/5/18
- II. NALC: NJC agreed salary scales from 1/4/18
- III. Severn Trent: From 1/7/18, Water Plus becomes business supplier, not agent
- IV. National Rural Crime Survey: [www.derbyshire.pcc.gov.uk/RuralCrimeSurvey](http://www.derbyshire.pcc.gov.uk/RuralCrimeSurvey)

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

**22. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

No items were deemed confidential.

**23. TO NOTE THE DATE AND TIMES OF THE NEXT MEETINGS**

**TUESDAY, 5 JUNE 2018**

- Planning Committee 7.00pm
- Cemetery, Parks & Highway Matters Committee 7.20pm
- Parish Council 7.40pm

**The meeting closed at 8.35pm.**

Signed by the Chairman: \_\_\_\_\_

Date: \_\_\_\_\_