

SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 2 October 2018 at 7.40pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

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

IN ATTENDANCE: Mrs M Bloor - Clerk to the Council

MEMBERS OF THE PUBLIC: One present

92. APOLOGIES AND APPROVAL OF ABSENCES

Councillor	Reason for absence
A Hardy	Convalescence
T Pearson	Prior commitment
T Sanghera	Work commitment

RESOLVED: to approve the apologies for absence received

93. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

94. 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.

95. DISCLOSABLE PECUNIARY INTEREST FORMS (DPI'S)

Councillors were reminded to update their DPI forms to confirm any relevant change in circumstances.

Cllr Mrs French had previously submitted her form to the Clerk and Cllr Mrs Stewart submitted her form at the meeting.

96. VARIATION OF ORDER OF BUSINESS

There were no variations to the order of business.

97. PUBLIC PARTICIPATION SESSION

No matters were raised.

98. TO RECEIVE REPORTS FROM THE FOLLOWING:

I. County Councillor report

- Funding for school crossing patrols was not expected to reduce, but electronic crossings could be introduced as a result of naturally occurring staff vacancies
- Ladycross Nursing Home was expected to re-open shortly following completion of essential electrical work to repair parts of the building
- To date, no decision had been taken on changes to the library service, but a decision was expected before the end of the year

II. Borough Councillor report

- EBC had recently asked for details of 2 possible sites within Sandiacre that could be used for community household waste collections. St Giles' Park car park and Sandiacre library car park had been suggested as possible locations
- EBC's Council Plan had been approved that day
- EBC was rated as a 'green Council' and would continue to seek energy savings
- Ilkeston Charter Fair would be held on 18/10/18 at West Park
- Consideration had recently be given to the limited amount of grave space that could be offered in the Borough Council's Cemeteries

99. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 SEPTEMBER 2018 ARE A CORRECT RECORD

RESOLVED: that the Minutes of the Parish Council meeting held on 4 September 2018, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

100. MATTERS FOR REPORT

Page 21. Item 81.II Lamp column Poppies

The Clerk confirmed DCC had given approval for the Council's contractor to display poppies on lamp columns along the highway.

101. TO RECEIVE THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 4 SEPTEMBER 2018

RESOLVED: to receive the Minutes of the meeting held on 4 September 2018

102. TO RECEIVE THE MINUTES OF THE CEMETERY, PARKS & HIGHWAY MATTERS COMMITTEE HELD ON 4 SEPTEMBER 2018

RESOLVED: to receive the Minutes of the meeting held on 4 September 2018

103. CHAIRMAN'S ANNOUNCEMENTS

No items were raised.

104. REPORT OF THE CLERK

- I. Sandiacre reported crime statistics
Latest crime figures were noted: July 2017 = 84 / July 2018 75
- II. Boundary sign: Progress to date
The licence from DCC to approve installation of the sign next to a highway was still awaited, despite several reminders.
- III. Christmas lights: Arrangements
The Clerk would contact Millennium Quest to obtain a date for installation of Christmas lights.
- IV. Church Drive: Clearance work to embankment
It was noted that an area of common land leading up Church Drive to St Giles' Church had recently been cleared of vegetation by a resident. As a result, the retaining wall surrounding the closed Churchyard and maintained by the Parish Council had been uncovered and appeared to require immediate attention.

The Parish Council had not been notified at the time that work was being carried out, but an inspection of the wall and costings for remedial work were subsequently being arranged as a matter of urgency.
- V. Civic Service & Remembrance Service invitations
Civic invitations had been issued and responses were being received. There had been a good response for the Remembrance Day Service and the number of those attending to represent groups and organisations was expected to be high.
- VI. Closed Churchyard retaining wall / Tree work
Following an inspection of the Church retaining wall on land next to an adjacent property, the Chartered Surveyor had prioritised two sections for remedial work.

A quote had subsequently been obtained from the specialist builder who carried out previous repair work to the wall and it was estimated that £14,000 was needed for repair work to Section A (brick wall) and Section B (stone wall).

The Clerk confirmed that she had recently applied for a VAT refund of £11,888 and this would assist with supporting costs for remedial work to the wall.

RESOLVED:
 - a) That the Clerk be given delegated authority to negotiate a reduction in cost for two sections of the retaining wall to be completed at the same time in order to create a saving
 - b) That the Clerk would consult with the Chairman and Vice-Chairman on the final cost in order to move the matter forward so work could begin

Details would be brought to the next meeting.
- VII. DCC Minor Maintenance Grant: Work completed - Footpath 14 and 19
Work had been completed to both footpaths and the grant had been applied for.

- VIII. External Audit: Notice of Conclusion of Audit
The Notice of Conclusion of Audit was currently displayed on notice boards and the Council's website.
- IX. Newsletter: Publication and distribution
The Clerk and Chairman had produced the annual newsletter and it had been dispatched to the printers ready for distribution during w/c 8/10/18.
- X. New website: Progress to date
It was reported that work was still in progress to finalise the new website as the Clerk had been required to prioritise other areas of work. It was expected to be completed shortly.
- XI. Public footpath: Maple Avenue to Church Drive (Un-adopted area)
A small section of the un-adopted footpath had been identified for remedial work to build up the surface level and make good an area of path near Church Drive.

RESOLVED: that the Parish Council arrange for remedial repair work

- XII. Snow Warden Scheme 2018/2019
Application to join the scheme for 2018/2019 had recently been made to DCC.
- It was confirmed that a resident had requested a bag of grit to use on the corner of his road during bad weather.

RESOLVED: that only one bag of grit would be offered to the resident on Victor Crescent, but on condition that it was to be used specifically for the benefit of road users (not personal use) and it must be signed for upon receipt

- XIII. Springfield Park entrance gates
A quote of £4,606 had been received for installing two new gates on Springfield Park. This was considered too high and further enquiries were being made to repair or replace the entrance gate to the park and the entrance gate to the play area. Further details would be obtained for the next meeting.
- XIV. Volunteers: Projects 2018 and 2019
Cllr Major and Cllr French had been present for bulb planting on the library car park embankment over the weekend and they expressed their thanks to volunteers from Trent Vineyard Church who had taken part.

The group were looking to continue small community projects during 2019.

The Clerk was asked to thank the volunteers for all their efforts.

- XV. WREN grant application submitted
The Clerk confirmed she had submitted the bid to WREN for £35,000 to create an enclosed play area and picnic site for Doncaster Avenue Recreation Ground.

A third quote was awaited in order to re-submit a bid of £9,990 to Awards for All to provide several new items of play equipment for early years children.

If both were approved, installation could commence in the New Year.

105. GENERAL DATA PROTECTION REGULATIONS - GDPR

RESOLVED: to adopt the GDPR Privacy Policy, as presented

106. CIVIC EVENTS

Civic Service	St Giles' Church	Sunday, 14 October	6.30pm
Remembrance Sunday Service	St Giles' Church	Sunday, 11 November	5.30pm
Carols Around the Tree	Open space, Derby Rd	Saturday, 1 December	4.30pm
Christmas concert	Friesland Sports Hall	Wednesday 12 December	7.00pm

I. Attendance: Mayor / MP

It was confirmed that the Mayor was due to attend the Civic Service, but not the Remembrance Day Service due to a prior commitment held at the same time.

It was confirmed that the MP was due to attend the Remembrance Day Service, but not the Civic Service.

II. Civic service refreshments

The Clerk would obtain refreshments for the Civic Service.

III. Invitations issued and responses

To date, replies received indicated a larger attendance at the Remembrance Service with local groups and organisations sending several representatives.

IV. Laying of poppy wreaths

Councillors were encouraged to attend both civic events and those wishing to lay a wreath at the Remembrance Day service were asked to inform the Clerk so one could be set aside and the order for laying wreaths could be planned in advance.

V. S137 contribution – Royal British Legion

RESOLVED: that a S137 contribution of £25 would be made

107. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 12	Proposed update to DALC Constitution Wingerworth PC awarded the Local Council Award Scheme Derbyshire Police - Councils' Evening Message from the Surveillance Camera Commissioner Parish Precepts 2018/19 feedback Interview Skills – Getting the right staff – 7 November 2018 DALC Executive Meeting / AGM – 9 October 2018 – Pride Park Planning/Neighbourhood Planning Training – 6 November 2018 Community Engagement Training – Clerks / Councillors Training & Events Diary
Circ 13	DALC – Awards for Excellence Update on the audit and AGAR Forms Aviva Community Fund HR advice on supporting employees with mental health problems Government Investment to overcome barriers to building Beacon Lighting Safety Guidelines Dementia Friendly Communities Arnold-Baker on Local Council Administration 11 th Edition Training & Events Diary

RESOLVED: to note the above circulars

108. FINANCIAL STATEMENT

RESOLVED: to note the financial statement tabled

109. ACCOUNTS FOR PAYMENT

To authorise payments as listed below:

<u>DD 17/9</u>	BT (3066)	Line rental	73.10
<u>DD 20/9</u>	Sovereign	Play area inspections	47.99
<u>DD 21/9</u>	E.On (8660)	Electricity charges	28.32
3469	Mr Dunham	Litter picking cover 22 hours	224.40
3470	PKF Littlejohn LLP	External audit: 2017/18 Return	480.00
3471	Sovereign	Play area inspections Spr Park	356.40
3472	Mrs Bloor	Salary: September	1,409.07
3473	HMRC	Tax/NIC's: September	380.58
3474	Horizon	Grounds maintenance	1,288.97
3475	Viking	Office stationery	111.38
3476	Mrs M Bloor	Office planter: Winter bedding	32.27
3477	Andrew's GS	Litter picking to 29/8/18	576.30
3478	Andrew's GS	Low level maintenance work	170.00
		Total:	<u>5,178.78</u>

RESOLVED: that the accounts presented for payment be approved

110. INCOME RECEIVED

3	M S Bailey: A2,RA,G16 Headstone	147.00
4	M S Bailey: A2,RB,G2 Headstone	147.00
20	Hawleys: G149 Headstone	147.00
27	Gillotts: Burial fee G164	147.00
30	HSBC Election Costs A/C	0.87
30	HSBC Deposit (Business) A/C	15.38
30	HSBC Grant Account	0.01
	Total	<u>604.26</u>

RESOLVED: to note the income received

111. CORRESPONDENCE

- I. ICCM Journal: Autumn edition
- II. Clerk and Councils Direct: September issue
- III. EBC Rural Grant Scheme: Open until 9am on 17/12/18

RESOLVED: to note the above items of correspondence

112. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

No items were deemed confidential.

113. TO NOTE THE DATE AND TIMES OF THE NEXT MEETINGS

TUESDAY, 6 NOVEMBER 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: _____