

# SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 3 April 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	
A	Cllr A Hardy	
A	Cllr R Harris	
A	Cllr T Pearson	
A	Cllr Mrs C Powers	
	Cllr T Sanghera	
A	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

**MEMBERS OF THE PUBLIC:** Six residents

## 231. APOLOGIES AND APPROVAL OF ABSENCES

Councillor	Reason for absence
A Hardy	Convalescence
R Harris	Health reasons
T Pearson	Other commitment
Mrs C Powers	Health reasons
Mrs K Stewart	Health reasons

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

## 232. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

## 233. CASUAL VACANCY – SANDIACRE NORTH WARD

### I. Councillor Vacancy and Co-option Policy

Copies of the draft policy had previously been circulated.

**RESOLVED:** to adopt the policy without amendment

### II. Timetable

Wednesday, 4 April	Public Notice issued
Tuesday, 17 April	Deadline for written submissions of interest to the Clerk
Tuesday, 24 April	Interviews – Parish Council office from 6.30pm
Tuesday, 1 May	Council to co-opt one of the two candidates put forward

**RESOLVED:** to approve the above timetable

III. Panel and Members

The following was **RESOLVED**:

- i. That the Council set up an interview panel to select 2 candidates
- ii. That the interview panel would consist of the following Members: Chairman, Vice-Chairman and one other Councillor
- iii. That Cllr Mrs Powers be invited to join the panel, but if unable to attend, Cllr Mrs Dickman would be invited

**234. 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.

**235. VARIATION OF ORDER OF BUSINESS**

There were no variations to the order of business.

**236. PUBLIC PARTICIPATION SESSION**

No items were raised.

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

I. County Councillor report

Cllr Major reported that Sandiacre library was not expected to be affected by proposals to allow volunteers to run some libraries.

II. Borough Councillor reports

Cllr Bilbie confirmed that as a Member of the Scrutiny Committee, he was pleased to report that complaints received by EBC were down and compliments had increased.

**238. TO RESOLVE THAT THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 6 MARCH 2018 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Annual Parish meeting held on 6 March 2018, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman, with one amendment: Cllr Sanghera was present at the meeting

**239. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 MARCH 2018 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Parish Council meeting held on 6 March 2018, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

**240. MATTERS FOR REPORT**

No items were raised.

**241. TO RECEIVE THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 6 MARCH 2018**

**RESOLVED:** to receive the Minutes of the meeting held on 6 March 2018

**242. TO RECEIVE THE MINUTES OF THE CEMETERY, PARKS AND HIGHWAY MATTERS COMMITTEE MEETING HELD ON 6 MARCH 2018**

**RESOLVED:** to receive the Minutes of the meeting held on 6 March 2018

**243. CHAIRMAN'S ANNOUNCEMENTS**

None.

**244. COUNCILLOR TRAINING POLICY**

Copies of the draft policy had previously been circulated.

**RESOLVED:** to adopt the policy without amendment

**245. REPORT OF THE CLERK**

I. Sandiacre reported crime statistics

Details of the latest crime figures were noted: Feb 2017: 81 / Feb 2018: 62

II. Boundary sign: Progress to date

The Clerk had met with a DCC Highway's Officer who had supported the proposed location of the new sign at the junction of The Paddocks. Prior to installation approval, a licence application was required and amenity checks.

III. DALC Spring Seminar 17/4/18 at Morley Hayes - £50

**RESOLVED:** that the Clerk attend the DALC Seminar at a cost of £50

Information received on the day would be reported back to the next meeting.

IV. DALC training: Law and Good Practice - Training material

The Clerk had attended the training session which had covered legal procedures for administering meetings. Also covered was new guidance on data protection (GDPR).

V. Doncaster Avenue Recreation Ground new play equipment: Awards for All

The grant application had been submitted and a decision was awaited.

VI. Doncaster Avenue Recreation Ground: further investment / Grant application

The Clerk had recently met with a representative from Wicksteed to obtain a quote for new play equipment and perimeter fencing amounting to just under £30,000. Outside funding would now be applied for.

It was confirmed that the Tesco grant application for a new picnic area had been delayed due to a high number of funding applications being received.

VII. EBC funding: Summer play scheme

EBC grant funding of £1,200 would be applied for in the coming week to support the Parish Council's Summer play scheme held at Cloudside Junior School.

EBC £1,200	W/c 30/7/18 W/c 6/8/18
Parish Council £1,200 and £300 contribution to healthy eating	W/c 13/8/18 W/c 20/8/18

- VIII. General Data Protection Regulations (GDPR) / DALC training session 23/4/18  
The Clerk had prepared a report on guidance issued by DALC as part of the Law and Good Practice training session. Copies had been circulated and noted.

Parish Councils would be notified shortly of the procedures to be followed and to review any personal data held on file, including those relating to staff members.

The Chairman advised Councillors to be mindful of how they used any personal data that came into their possession as part of their role.

**RESOLVED:** that the Clerk attend the DALC GDPR training session in order for the Council to work towards compliance of the new legislation

Information received on the day would be reported back to the next meeting.

- IX. HS2: Offer to meet with Parish Council (22/5/18)  
Mr P Mullins (HS2) had met with the Clerk when visiting the area and had offered to meet with Parish Councillors and the public to report on progress.

**RESOLVED:** that a Special Meeting of the Parish Council would be called for Tuesday, 22 May 2018 at 7pm

The Clerk would publicise the meeting and was asked to liaise with Mrs Hickinbotham to ensure community wide publicity.

- X. Parish and Town Councils Liaison Forum meeting: 10/5/18, 6pm-8pm at Matlock  
Details of the meeting were noted.
- XI. Peninsula: Final visit 11/4/18  
Since the contract with Peninsula would end in September, a further final meeting had been arranged to ensure all necessary documentation was in place.
- XII. Website: Progress to date / quotation  
It was confirmed that a quote for providing a website had been received, but costs were higher than expected. However, the Clerk had sourced a local website provider used by another Parish Council.

The Clerk was asked to obtain a second quote.

#### 246. 'BATTLES OVER' – A NATIONAL TRIBUTE

- I. Time of Remembrance Sunday service  
It was confirmed that the St Giles' Church 'Battle's Over' organising committee had agreed that the Remembrance Service could be held at the earlier time of 5.30pm on 11/11/18.

The Clerk was asked to ascertain if the Mayor or Deputy Mayor would be available to attend the service at 5.30pm, but it was understandable if they were required to attend other evening events organised by EBC.

II. WW1 beacon

It was confirmed that the organising committee had decided not to proceed with obtaining a WW1 beacon and were considering other ideas.

The Chairman confirmed that the Memorial Institute would be available free of charge should the organising committee wish to use the building to mark the 'Battles Over' celebration.

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

DALC Circular 5	General Data Protection Regulations DALC Spring Seminar – 17 April 2018 Review of Local Government Ethical Standards Internal and External Audit 2017/18 DALC Survey MP's Lobby Day
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**248. FINANCIAL STATEMENT**

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

**249. ACCOUNTS FOR PAYMENT**

<u>DD 15/3</u>	BT (3066)	Line rental: 1/3/18 - 31/3/18	67.18
<u>DD 20/3</u>	Sovereign	Play area inspections x 2 (March)	47.99
<u>DD 22/3</u>	E.on (9390)	Christmas lights	128.19
<u>DD 22/3</u>	E.on (8660)	Electricity charges: Office/DARG/Car park	118.35
<u>DD 26/3</u>	Peninsula	Business consultancy	187.20
<u>DD 28/3</u>	Veolia	Waste containers 1/2 - 28/2 - FINAL	178.84
3410	Horizon	Grounds maintenance: February	1,288.97
3411	Waterplus	Office supply: 18/12/17-1/3/18	21.63
3412	Mrs Bloor	Salary: March	1,381.52
3413	HMRC	Tax/NIC: March	379.21
3414	Andrew's GS	Litter picking: March	700.00
3415	Andrew's GS	Low level maintenance work	170.00
3416	Horizon	Grounds maintenance: March	1,288.97
		Total:	<u>5,958.05</u>

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		<u>From 1st April 2018</u>	
3417	DALC	Annual subscription from 1/4/18	929.23
3418	Waterplus	Cemetery water charges: 1/4/18 - 31/3/19	56.12
		Total:	<u>985.35</u>

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

**250. INCOME RECEIVED**

29-Mar	Lymns: Plot/Interment	280.00	
29-Mar	G Ball & Sons: A2,RA,G17 Grave / Burial	1,530.00	Out of Area
29-Mar	Hawleys: Plaque (Not approved)	70.00	
29-Mar	E Gill & Sons: A82 Plot / Interment	420.00	Out of Area
29-Mar	Lymns: A125 Plot / Interment	140.00	
31-Mar	HSBC Election Costs A/C	0.20	
31-Mar	HSBC Deposit (Business) A/C	2.41	
31-Mar	HSBC Grant Account	0.00	
		<u>Total</u>	<u>2,442.61</u>

- a. **RESOLVED:** to note the income received
- b. **RESOLVED:** to approve transfers between accounts, as shown on the financial report

**251. CORRESPONDENCE**

- I. Highways England: Layby restrictions A52 near Bardill and Bramcote roundabouts for additional signage. Work for one week from 16/4/18
- II. DCC: Derbyshire & Derby Minerals Local Plan consultation. Drop-in session Long Eaton library 18/4/18 11.30am – 6.30pm
- III. Severn Trent: Road closure Westminster Avenue, 25/6/18 to 6/7/18
- IV. Notification that JP Littlejohn appointed as external auditor / Guidance for audit

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

**252. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC**

No items were deemed confidential.

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

**TUESDAY, 1 MAY 2018**

- Annual Parish Council 6.40pm
- Planning Committee 7.00pm
- Cemetery, Parks & Highway Matters Committee 7.20pm
- Parish Council 7.40pm

**The meeting closed at 8.10pm.**

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