

# SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 5 September 2017 at 7.45pm 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)
A	Cllr Mrs J Chandler	
A	Cllr Mrs S Dickman	
A	Cllr G Dinsdale	
A	Cllr A Hardy	
	Cllr R Harris	
	Cllr T Pearson	
	Cllr Mrs C Powers	
	Cllr T Sanghera	
	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

**MEMBERS OF THE PUBLIC:** Three residents

## 71. APOLOGIES AND APPROVAL OF ABSENCES

Councillor	Reason for absence
Ms C Bilbie	Work commitment
Mrs L Bilbie	Maternity leave
Mrs J Chandler	Personal commitment
Mrs S Dickman	Holiday
G Dinsdale	Holiday
A Hardy	Long term illness / convalescence

- I. **RESOLVED:** to approve the apologies for absence received
- II. **RESOLVED UNANIMOUSLY:** to approve Cllr Hardy's dispensation for long term illness by a further 6 month period until March 2018.

It was highlighted that Cllr Hardy had been a dedicated Councillor who had served his community over many years and Members were aware that it was his intention to attend meetings once his health had sufficiently improved. Councillors considered it important to support him at this time and wished him a full recovery.

## 72. TO RECEIVE DECLARATIONS OF INTERESTS

No declarations of interested were received.

## 73. 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.

#### 74. VARIATION OF ORDER OF BUSINESS

There were no variations to the order of business.

#### 75. PUBLIC TO RAISE MATTERS

No items were raised.

#### 76. TO RECEIVE REPORTS FROM THE FOLLOWING:

##### a) Police report

##### Police website statistics: Reported crimes for Sandiacre

SANDIACRE	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
ASB	30	24	22	32	32	23	19	41	38	30	48	42	34
Bicycle theft	0	1	2	0	2	1	0	5	4	0	0	1	0
Burglary	1	2	4	2	2	3	2	7	5	4	3	7	3
Crim dam/arson	6	7	7	6	5	9	5	1	7	6	9	6	14
Drugs offences	0	0	0	0	0	2	3	0	3	2	4	1	5
Other crime	0	1	0	1	0	0	1	0	0	0	0	0	0
Other theft	4	4	3	5	2	3	3	2	7	2	5	4	4
Poss. of weapons	2	0	0	0	0	0	0	1	0	0	1	0	0
Public order	0	1	0	0	0	0	0	1	1	7	0	2	0
Robbery	1	0	0	0	0	0	0	1	0	1	0	0	0
Shoplifting	1	0	0	1	0	1	1	0	0	2	4	2	0
Theft from person	0	0	0	0	0	1	0	0	0	0	0	0	0
Vehicle crime	3	3	1	1	5	4	1	10	9	10	11	4	7
Violent offences	6	6	8	9	9	5	12	10	7	13	11	12	11
Total:	54	49	47	57	57	52	47	79	81	77	96	81	78

**RESOLVED:** that this item would be removed from the Agenda since Officers were no longer attending meetings or providing reports. Updated crime statistics would be presented through the Clerk's report

##### b) County Councillor report

Sandiacre Canal Trust was seeking to restore the former canal, towpath and lock. At present, sections were being examined to identify waste materials used during in-fill.

The Canal Trust was seeking grant funding from a number of sources and a decision on the EBC Rural Community Grant bid would be made shortly by the Executive.

Cllr Major declared a DPI as a Borough Councillor appointed to the Canal Society Trustee Board. He confirmed his report related only to progress of the bid.

##### c) Borough Councillor Report

Cllr Harris declared a DPI as he was also a Borough Councillor appointed to the Canal Society Trustee Board and the canal improvement project was in his Ward.

Cllr Bilbie noted there were some very positive projects planned for Sandiacre.

Cllr Major reported that the Borough Executive would soon decide on the bid from St Giles' Football Club to develop an all year round football pitch at Friesland School.

The Clerk was thanked for her assistance with helping local organisations apply for funding through the EBC Rural Community Grant Scheme.

Following a public consultation, Friesland Sports Centre would soon be reducing opening hours as EBC continued to seek savings to maintain long-term sustainability of services.

**77. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7 JULY 2017 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Parish Council meeting held on 7 July 2017, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

**78. MATTERS FOR REPORT**

There were no matters for report.

**79. TO RECEIVE THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 7 JULY 2017**

**RESOLVED:** to receive the Minutes of the meeting held on 7 July 2017

**80. TO RECEIVE THE MINUTES OF THE CEMETERY, PARKS AND HIGHWAY MATTERS COMMITTEE MEETING HELD ON 7 JULY 2017**

**RESOLVED:** to receive the Minutes of the meeting held on 7 July 2017

**81. CHAIRMAN'S ANNOUNCEMENTS**

I. Visit to Cloudside Junior School - Year 8 children

The Chairman and Clerk had visited the school to discuss the proposal for relocating and fencing the new play area on Doncaster Avenue Recreation Ground. Pupils had supported the proposal and put forward their ideas.

II. To report any urgent action taken during the Summer Recess

It was reported that two large trees had been reduced in height on Doncaster Avenue Recreation Ground to safeguard the amenity of nearby properties.

A park bench had been removed in the same area after concerns had been raised by residents that it encouraged youths to gather and cause anti-social behaviour.

The bench could not be used elsewhere after dismantling and would be written off.

**82. REPORT OF THE CLERK**

I. Grant Thornton – End of Year Accounts

Grant Thornton had approved the Annual Return and the Public Inspection Notice would be displayed.

II. Four week Summer play scheme at Cloudside Junior School

It was noted that 135 children had attended the 4-week scheme with an average attendance of 48 children per session. It had been very well received and supported.

The Clerk was asked to thank Mr Metcalf and his staff for all their involvement.

III. Volunteer projects within the parish

A small number of residents were interested to undertake volunteer projects within the parish and ideas had included planting daffodils on the grass bank by the Council office and painting the Cemetery and St Giles' Church gates.

The Clerk would liaise with the volunteers and report back on progress.

IV. Car park: Volunteer painting work

A local resident had volunteered to paint the library car park entrance gate and surrounding bollards. The Clerk was liaising with the resident to ensure all requirements were met for carrying out work in a public place.

V. CiLCA: Free refresher course 5/9/17

The Clerk confirmed she had attended the refresher day with DALC, but was unable to commit to the course at this time.

VI. DALC: Clerks' all day finance training 11/9/17 – Cost £60 – Place reserved

The Clerk sought permission to attend the finance training course at a cost of £60.

**RESOLVED:** that the Clerk attend with costs covered through the training budget

VII. Asset Register:

The Asset Register had been updated and included new play equipment items. Old gardening tools and the park bench were required to be written-off.

This item would be included on the next agenda.

VIII. DCC: Parish and Town Council Liaison Forum: 21/9/17 6pm-8pm County Hall

Councillors were invited to attend the forum meeting. Cllr Stewart and Cllr Mrs Stewart expressed an interest to attend.

IX. Progress on website development

Work to update the website had been undertaken. Costs for maintaining the website would remain the same.

**RESOLVED:** to approve the changes

X. HS2 Early Access Agreement for Surveys / Licence / Payment for access

HS2 had offered the Council a fee for accessing the Cemetery and carrying out 2 pre-construction surveys to consider noise levels.

Due to the urgent nature of the enquiry, the Clerk had approved their request for an access licence and accepted a fee of £1,000 on behalf of the Council.

It was noted that fees received could be allocated to the Cemetery grounds.

XI. DCC Minor Maintenance Grant: 2017/18

Each year the Council applied for the grant to maintain Footpaths 14 and 19 on behalf of DCC with work carried out by Mr Wallace.

**RESOLVED:** to apply for the grant of £385 for 2017/18

### 83. DONCASTER AVENUE RECREATION GROUND – PLAY AREA CONSULTATION

- I. Outcome of public consultation on moving the existing play area: 11 responses  
Details of the responses had been circulated in advance of the meeting. The majority of responses supported moving the existing play area nearer to the CCTV camera and installation of a perimeter fence.
- II. Estimates for moving existing play equipment across the park  
Three estimates for work were circulated at the meeting. Work included: Dismantling, moving items to the new location, clearance of old items, installing existing play items and new safety surfaces and re-instating top soil and grass.  
  
**RESOLVED UNANIMOUSLY:** to accept the best value quote provided by Horizon Landscapes at £12,105, which included a 10% discount  
  
It was noted that development of a new play area had been funded through outside grants or a VAT refund.
- III. Awards for All grant for new play frame: £10,000  
An Awards for All grant would cover the cost of a new play frame and rockers.
- IV. Tesco bags funding for picnic tables, benches, litter bins, trees: £4,000  
The Clerk confirmed a bid had been submitted and details were awaited.

### 84. CHRISTMAS LIGHTS

- I. Christmas lamp column motifs x 30: Design and associated costs to be ratified  
During the Summer recess the Clerk had been asked by the supplier to confirm the design required for 30 lamp column motifs so production work could begin.  
  
Following consultation with the Chairman and subsequently all Councillors, it had been agreed to order the least expensive 'Showtime' design.  
  
**RESOLVED:** to formally approve the decision taken over the Summer recess
- II. Cost of licences and lamp column stability checks  
Final details would be known once testing had been completed. Stability tests could be carried out every 2 years if the lamp columns were in good condition.
- III. Change of supplier for 2017  
The Clerk confirmed that DECX had been notified that the Council would be using a new supplier from 2017. She would also confirm details in writing.
- IV. Installation, dismantling and storage  
Millennium Quest would arrange for collection of existing Christmas lights from DECX and store all items for the future under the 3-year rental agreement.

It was noted that the next item on the Agenda should read: Item 85

### 85. ERESWASH RURAL GRANT SCHEME – SECOND ROUND

Outcome of the bids submitted through the Parish Council were still awaited.

- Sandiacre and Derbyshire Canal Trust – Improvements to Sandiacre lock
- St Giles' Football Club – Development of new all-weather pitch at Friesland School

## 86. HS2 – PAHSE 2B, EASTERN LEG

Construction of Phase 2b expected to start in 2023 ready for operation in 2033

- I. Consultations for technical stakeholders, such as Local Authorities end 29/9/17
  - Consultation on the draft Environmental Impact Assessment (EIA)
  - Consultation on the draft Equality Impact Assessment (EQIA)

Councillors were asked to submit any comments on the consultation to the Clerk.

HS2 Information event: West Park Leisure Centre Thursday 21/9/17 2pm – 8pm

- II. To consider calling a public meeting following the information event  
Since details of the final planned route would be made known on 21/9/17, this item would be included on the next Agenda.

## 87. COUNCILLOR TRAINING

- I. In-house finance training for Councillors through DALC  
The Clerk had contacted DALC to arrange finance training in Sandiacre and they were checking availability of the trainer.
- II. Autumn date to be agreed  
The proposed date was Tuesday 24 October 2017.
- III. Invitation to Risley Parish Councillors to attend / Cost per place  
Once the date and costs were confirmed, the Clerk would invite Risley Parish Council and Stanton-by-Dale Parish Council to the event.
- IV. Individual Councillor training  
Cllr Mrs Powers confirmed she had asked the Clerk to include this item on the agenda. She wished to undertake DALC finance training on 11/9/17 and at the reduced member organisation rate of £40.

Councillors considered that in-house finance training was being arranged, but Cllr Mrs Powers could attend training individually if she wished. The course would not be paid for from the Council's training budget as this was held for collective Councillor training, based on the previous policy decision taken.

The Clerk was asked to contact DALC the next day to establish member and non-member rates. The Clerk confirmed she had spoken with DALC that morning and the non-member organisation rate was £120.

Cllr Mrs Powers reiterated that she wanted to undertake finance training at the reduced member organisation rate and did not want to pay the higher amount.

Cllr Mrs Powers remained in the meeting during final consideration of the item and while the vote was taken.

- a) **RESOLVED:** that Cllr Mrs Powers would have the support of the Council to attend the finance training session with DALC on 11/9/17

The Clerk reminded Councillors they had taken a policy decision on this matter in the past and asked if they wished to update.

Proposed: Cllr Major    Seconded: Cllr Bilbie    Agreed unanimously

- b) **RESOLVED:** that the Parish Council support any Councillor desiring to go on DALC training. However, the training costs needs to be funded by individual Councillors as the Parish Council budget is for collective Councillor training only

**88. PARISH COUNCIL NEWSLETTER**

- I. Distribution: 'Connections' magazine £35 per 1,000 copies x 4  
It was confirmed that arrangements for distribution had been made with the Stapleford and Sandiacre Connections magazine publisher who would arrange delivery with their next issue.
- II. Printing and publication  
The Clerk had found a local printer (Stirland Paterson) and costs were lower than expected for a 16 page newsletter with colour photographs.
- III. Date of issue  
The Stapleford and Sandiacre Connections magazine and the newsletter would be distributed in October. A copy of the finished PDF would be sent to Councillors and forwarded to the printer to meet the deadline.

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

Circ 9	DALC AGM New General Data Protection Regulations DALC'S new offices Special Offer – Local Councils Explained for just £10 HR Advice regarding statutory breaks for employees Report published – The Voice of the Councillor Legal briefing £13 million Woodland Creation grant confirmed
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**90. FINANCIAL STATEMENT**

**RESOLVED:** to note the financial statement and April to June budget monitoring report

The Clerk confirmed she was meeting with Mr B Wood, the new internal auditor and any financial procedures introduced would be reported to Councillors.

**91. ACCOUNTS FOR PAYMENT**

<u>DD 11/7</u>	E.on (5590)	Bridge lights	17.87
<u>DD 17/7</u>	BT (3066)	Line rental	66.02
<u>DD 17/7</u>	BT (0468)	BB / Internet	108.00
<u>DD 19/7</u>	E.on (8660)	Electricity charges	34.90
<u>DD 20/7</u>	Sovereign	Play area inspections	47.99
<u>DD 24/7</u>	Peninsula	Business consultancy	187.20
<u>DD 28/7</u>	Veolia	Waste container collection (2)	103.96
3302	Zurich Municipal	Insurance cover: 1/6/17 - 31/5/18	2,495.29
3303	Mr M Dunham	Litter picking cover: 4 days	115.00
3304	Andrew's GS	Litter picking: May	850.00
3305	Andrew's GS	Low level maintenance work: May	65.00

3306	Mrs Bloor	Salary: June (Adjusted & reduced)	1,108.32
3307	HMRC	Tax/NIC: Adjusted - May & June	952.91
3308	Horizon	Grounds maintenance: May	1,288.97
3309	Viking	Hazard tape	8.99
3310	Viking	Laminator	47.99
3311	Andrew's GS	Litter picking: June	570.00
3312	Andrew's GS	Low level maintenance work: June	285.00
3313	Slingsby	Christmas Tree small barrier fencing panels (6)	352.80
3314	EBC	Cemetery: Bin collection	85.15
3315	Waterplus	Office: Water charges	64.99
3316	Viking	Hazard tape	8.99
3317	UK Safety Management	Office: PAT testing	118.80
3318	Wicksteed	Basket swing / Safety surface (DCC Grant)	4,331.50
3319	Civic Pride	Office: Wall mounted notice board	573.00
3320	Mr & Mrs Nicol	Cemetery fees: Reimbursement (Moving area)	726.00
3321	Horizon	Grounds maintenance: June	1,288.97
3322	Mr D Ingman	Internal audit: 2016/2017	195.00
3323	Canopy Tree Services	Annual tree survey	540.00
3324	Park Hall Designs	Website: 1/4/17 - 31/7/17	105.00
3325	Andrew's GS	Litter picking: July	680.00
3326	Andrew's GS	Low level maintenance work	55.00
3327	Mrs Bloor	Salary: July	1,381.52
3328	HMRC	Tax/NIC: July	379.21
Total:			<u>19,239.34</u>
<u>DD 15/8</u>	BT (3066)	Line rental	85.52
<u>DD 18/8</u>	E.on (8660)	Electricity charges	21.97
<u>DD 21/8</u>	Sovereign	Play area inspections	47.99
<u>DD 29/8</u>	Peninsula	Business consultancy	187.20
<u>DD 28/8</u>	Veolia	Waste container collection (2)	116.30
3329	Earth Anchors	Car park sign/fixings	406.74
3330	Canopy Tree Services	DARG: Pollard T9 / T10	960.00
3331	A M Sports Coaching	Summer Play Scheme	2,700.00
3332	Fenland Leisure Products	DARG car park: Paint	74.40
3333	Mrs Bloor	Salary: August	1,381.72
3334	HMRC	Tax/NIC: August	379.01
3335	Horizon	Grounds maintenance: July	1,288.97
3336	Andrew's GS	Arrears due for litter picking	60.00
3337	Andrew's GS	Litter picking: August	815.00
3338	Andrew's GS	Low level maintenance work	465.00
3339	Mr M Dunham	Litter picker cover August (3 days)	60.00
3340	DALC	Finance training day: Clerk	60.00
Total:			<u>9,109.82</u>

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

## 92. INCOME RECEIVED



**July**

14	VAT Refund	12,154.33
17	Co-op (ST): A151 Additional fees due	12.00
17	Lymns: A2, RA, G8 Grave/Burial	765.00
17	G T Edwards: A2, RA,G16	1,250.00
17	Co-op: H/S approval G189	140.00
31	HSBC Election Costs A/C Interest	0.11
31	HSBC Deposit (Business) A/C Interest	3.39
31	HSBC Grant Account Interest	0.00
	Total	<u>14,324.83</u>

**August**

4	Hawleys: H/S approval: A2,RA,G6	140.00
17	T of Rights: A2, RA, G9	30.00
22	Hawleys: Plaque A151	70.00
22	Rose garden: 3 plots	840.00
31	HSBC Election Costs A/C Interest	0.11
31	HSBC Deposit (Business) A/C Interest	3.39
31	HSBC Grant Account Interest	0.00
	Total	<u>1,083.50</u>

**RESOLVED:** to note the income received

**93. QUOTATIONS**

- I. DARG: Estimate for restoring footpath surface – Horizon Landscapes  
This item would be considered at a later date.
- II. DARG: Estimates for relocating existing play area and making good surface  
This item had previously been considered under Agenda Item 83.2

**94. CORRESPONDENCE**

- I. DCC: Invitation Parish & Town Council Liaison Forum 21/9/17 6pm-8pm
- II. EBC: Awards Panel support the application from Sandiacre Canal Trust
- III. EBC: Awards Panel support the application from Sandiacre Football Club
- IV. HS2: Phase 2b: Route Update
- V. HS2 Phase 2b: Public information events 2017

**RESOLVED:** to note the above correspondence

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

No items were deemed confidential.

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

**TUESDAY, 3 OCTOBER 2017**

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

**The meeting closed at 9.05pm**

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

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