

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of a Special Meeting of the Parish Council meeting held on Wednesday, 5 January 2011 at 7.00pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith	Chairman
	Cllr Mrs L Bilbie	
A	Cllr R Bilbie	
A	Cllr S Bilbie	
A	Cllr Mrs M Blackler	
A	Cllr A Blount	
A	Cllr Mrs C Davis	
	Cllr G Dinsdale	
	Cllr A Hardy	Vice-Chairman
	Cllr Mrs J Hulls	
A	Cllr Mrs M Jowett	
A	Cllr I Judson	
	Cllr Mrs A Nisbet	
	Cllr Mrs B Uren	

IN ATTENDANCE: Mrs M Bloor Clerk to the Parish Council

MEMBERS OF THE PUBLIC: Cllr W Major County Councillor
Cllr D Pearson Stapleford Town Council
75 members of the public signed the attendance register. Approximately 90 people were present.

PART 1. NON-CONFIDENTIAL INFORMATION

1. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr R Bilbie	Work commitment
Cllr S Bilbie	Work commitment
Cllr Mrs Blackler	
Cllr A Blount	Work commitment
Cllr Mrs Davis	Holiday
Cllr Mrs Jowett	

RESOLVED to accept the apologies.

Cllr Mrs Hulls had given advance apologies for lateness due to attending a Borough Council Planning Committee meeting. She later joined the meeting.

2. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

3. TO DETERMINE CONFIDENTIALITY OF BUSINESS

No item was deemed confidential.

4. PUBLIC SPEAKING – TO RECEIVE THE VIEWS OF RESIDENTS ON THE PROPOSED TESCO STORE APPLICATION

Introduction

Cllr Mrs Noskwith welcomed everyone to the meeting and explained that it had been called to gain residents' view on the proposed Tesco store application before Councillors responded to the Parish Council's consultation deadline of 12/1/11.

Mr Mott (Senior Planning Officer) had not granted an extension to the consultation period for the Parish Council although he had been asked to do so on several occasions.

The Chairman highlighted that site plans were on display and she would take comments relating only to Material Considerations, as shown on the circulated lists.

It was noted that a Tesco Liaison Officer had been asked to arrange a public consultation meeting, but had been advised that consultation had already taken place with 4,200 leaflets being distributed to local residents to inform them of the proposal.

It was explained that the Parish Council was only a consultee and that the Borough Council decided upon the application. Should residents wish to put forward objections they must do so on an individual basis to the Planning Authority.

Consultation

Numerous residents raised concerns that the consultation period issued by EBC was insufficient to consider such a large application, especially as the Borough Council offices were closed over the Christmas and New Year period.

EBC had given a 23-day consultation period deadline from notices being placed around the site or shown in the local Topper newspaper published 15/12/10.

Usual planning consultation deadlines were as follows:

Normal	23 days	Decision delegated to a Planning Officer
Large	8 weeks	Decision delegated to the Planning Committee (Councillors)
Major	13 weeks	Decision delegated to the Planning Committee (Councillors)

The newly introduced EBC planning portal was considered very difficult to use and not everyone had internet access. Additionally, since the Borough Council offices were closed for a large part of the consultation period, not everyone had been given the opportunity to view hard copies.

It was noted that Tesco had issued leaflets to residents whose properties backed onto the canal side, but retailers on Station Road had not been consulted.

It was noted there were lots of concerns from residents in Stapleford over the proposals for a new store close to their boundary and it was considered important for EBC to have consulted with Nottinghamshire County Council and Broxtowe Borough Council.

MATERIAL CONSIDERATIONS

Identifying Need

Erewash Borough Retail Needs Study (Update) February 2010

Received by EBC Planning Committee at their meeting of 1 December 2010.

Although the retail offer in Sandiacre is relatively limited when compared to the larger centres of Ilkeston and Long Eaton, it still performs an important role in meeting some of the shopping needs of the local population.

In particular, the convenience goods sector is relatively well represented, albeit it serves a predominantly 'top-up' shopping role.

However, based on current market shares there appears no clear demonstrable quantitative need for additional convenience goods floor space due to the under-trading of existing facilities.

Whilst an improvement in the convenience goods offer could potentially improve Sandiacre's market share, it is important to note that competing provision within the local area is strong and will be improved by the new Tesco Extra store in Beeston. (Beeston store: 9,185 sq m)

The update identifies a limited need by 2026 for up to 865 sq m (net) of additional comparison goods floor space. (Proposed Sandiacre store: 2,017 sq m / gross external area 3,386 sq m)

Plan Layout

Concern was raised that the latest plans showed a third of the site had not yet been allocated for development and this could give rise to future development of the site being used for an extension of the new store or potential use for housing or offices.

Highway Matters – Road Layout

It was noted that there was a proposal for 3 lanes to be introduced over the canal bridge, together with no-parking restrictions on Station Road following the introduction of double yellow lines.

Parking for residents above the shops on Station Road would be withdrawn and local shoppers would be inconvenienced when only needing short stay parking to call at small shops on Station Road. It would also result in the loss of amenity for residents above the shops and they would have to consider parking in nearby streets, including Bridge Street.

The canal bridge already suffered congestion. Widening of the carriageway over the canal bridge to accommodate three lanes would result in narrowing of the footway.

The village centre already experienced congestion at the crossroads by the canal bridge and any widening of the carriageway would intensify hazards, especially to the public including: the elderly, wheelchair users, mothers and young children.

If pavements were reduced to accommodate an increase in lanes, additional problems would be created.

There would be insufficient room for larger vehicles to be located side by side on the carriageway, particularly if buses or HGV's were queuing in traffic.

Highway matters – Access

A question was raised as to how Mark Street could now be considered suitable for vehicle access when it was not considered suitable in the previous application. Did Tesco believe that by moving the store access, congestion would disappear?

Concerns were raised that by directing all traffic via one route (Mark Street) there would be issues of highway and pedestrian safety, especially for shoppers using the store at peak times of the day.

There would only be two car widths through the entrance and exit route down Mark Street, which would need to accommodate regular customer and servicing traffic, including HGV delivering goods throughout the day and any emergency vehicles.

According to the latest plans, there would be a pedestrian crossing and signalled lights located at the junction of Mark Street, but the design did not show this. At busy times of the day, vehicles queuing at the pedestrian crossing/lights would halt traffic flow along Station Road.

Highways – DCC consultation

A question was raised to establish if Derbyshire County Council (DCC) Highways Department had been consulted on the application. It was confirmed that DCC (as a consultee) would send a report to EBC following an assessment of highway need.

Highway matters – Noise / Disturbance

Congestion was already a major concern for many Sandiacre residents and several examples were given of how HGV traffic caused noise and disturbance when travelling to and from the M1 along Derby Road and Longmoor Lane.

Residents living close by the proposed store along Longmoor Lane and above shops on Station Road would also experience increased disturbance from traffic flow and associated noise pollution, particularly as the store would open around the clock.

Highway matters – Safety Issues

Residents were also concerned that quieter streets would be used as a cut-through if there were traffic hold ups in the village centre at the canal bridge, particularly by HGV's in a hurry to reach the Motorway or local businesses. This was already a major problem for residents living along Starch Lane and Dorothy Avenue.

Residents considered that weight restrictions should be introduced to prevent HGV's using quieter routes as a cut-through.

Consideration was also given to traffic using quieter routes that where in close proximity to schools, as this would create additional hazards for pedestrians and young children.

The development was considered to be detrimental to highway and pedestrian safety and prejudicial to the free flow of traffic on the highway.

Transport Assessment

According to the Transport Assessment it was expected that 58.5% of vehicles using the store would travel from the Stapleford area. Concerns were then raised that if most shopping traffic would be generated from outside of the locality, there appeared little need for a large retail store in Sandiacre.

Transport Assessment Vol. 1

Drawing MP35 showed one lane at 2.98m (less than the minimum requirement).

The current pavement width on the South side of the canal bridge is 1.80m, so by widening the road, the pavement width is reduced further.

It seemed that a survey to establish if the canal bridge could accommodate weight from additional traffic using three lanes had not yet been undertaken.

Relationship with Conservation Area

It was considered that work to introduce a third lane over the bridge would have a serious detrimental impact upon the character of Sandiacre Canalside Conservation Area, with increased congestion on an already heavily used road system.

It was noted that the bridge was already considered to be overused and could not further accommodate additional traffic. Residents were also aware that future development of the Stanton Regeneration project would significantly increase traffic through the village and have an adverse impact upon the integrity of the canal bridge.

Environmental Matters

Erewash Canal Preservation and Development Society raised concerns that building activity and an increase in use of the disused site would have a detrimental impact upon the canal side. The canal side area was lined with mature trees and was a haven for wildlife and bird life, including swans and voles.

Walkers and cyclists used the towpath to enjoy a peaceful public open space.

There would be an increase in public activity around a previously undisturbed area and it was likely that litter would build up and shopping trolleys could be thrown onto the embankment or into the canal.

It was noted that Tesco had sought to reassure the Society that these problems would be addressed and litter would be collected and trolleys removed, thereby providing employment.

Retail impact

It was considered that local shops and retail businesses would suffer as a result of a major store development in close proximity to the village centre.

Design: Appearance / Layout / Scale / Density / Materials

The scale, design and character of the three developments, particularly the non-food retail developments fronting Station Road were not considered to be in keeping with the surroundings. The whole site development would have an adverse impact on the amenity of nearby residential dwellings.

Although the existing warehouses appeared prominent, the new store and office developments would be visually intrusive and overbearing, especially upon the street scene of Station Road and in close proximity to a Conservation Area.

The non-food retail developments would not relate well to their surroundings and dominate the landscape. Two blocks provide 6 ground floor units suitable for A1-A3 use with offices above. At present, there is no indication as to what businesses would be attracted to the development and if they would remain open beyond office hours. It was highlighted that there was only 8ms between each of the two blocks.

It was noted the existing traditional blue railings would be removed to accommodate new ones, which were not a precise match. An important local heritage feature would be lost. The railings would also restrict access across Station Road, as they would extend from the canal bridge towards the non-food retail developments.

The layout of the car parking area created S bends for vehicles accessing and leaving the store site, which was likely to result in congestion at peak times and become a hazard for shoppers accessing or leaving the store with trolleys and small children when meeting oncoming traffic trying to park.

It was noted that for insurance purposes, the non-food retail developments must have shutters to deter vandalism. Should shutters be required, a condition could be imposed that these remain internal to avoid being visually intrusive.

Light Pollution

Should the store and non-food retail developments incorporate a significant amount of glass façade, it would create light pollution for nearby residents.

Section 106 funding

It was noted that Tesco was proposing to offer the local community a war memorial should the development be approved. It was highlighted that the Memorial Institute had been erected in the past for this purpose.

Disability Access

It was noted that the plans showed steps reaching down from the store perimeter to the canal towpath. It was considered important for disability access to be made.

Public Rights of Way

It was also mentioned that permission from British Waterways might be required to allow access from the store site to the canal towpath.

Flood Risk Assessment / Drainage

It was known that the site was in an area of flood risk and from local knowledge it was highlighted that adequate drainage of the site was needed during wet weather.

It was asked what measures would be taken to remove surface water from the car park areas to ensure ongoing drainage provision.

Local Planning Policies and Guidance

The Alligned Core Strategy outlined that Sandiacre remained a village, not a town, therefore the introduction of a store into the heart of the village would have an adverse impact on the character of the area, its existing landscape, general appearance, environmental quality and ambience within reach of the canal side used by walkers and cyclists.

Employment Opportunities (200)

It was considered that the application did not clarify the actual number of people to be employed, either on a part-time basis or for full time equivalents in the store or for those expected to work in the non-food retail developments.

Conclusion

Residents requested a vote be taken at the meeting on who was in favour of the application. Following a show of hands, residents agreed unanimously not to support the application. Councillors took no part in the vote.

Following no further questions or comments, the Chairman thanked everyone for attending. Residents thanked Councillors for listening to their concerns.

5. ANY OTHER BUSINESS

No other items of business were raised.

6. CLOSE OF THE MEETING

The meeting closed at 8.10pm

Chairman _____

Date _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 11 January 2011 at 7.30pm in
The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith	Chairman
	Cllr Mrs L Bilbie	
A	Cllr R Bilbie	
	Cllr S Bilbie	
	Cllr Mrs M Blackler	
	Cllr A Blount	
	Cllr Mrs C Davis	
	Cllr G Dinsdale	
	Cllr A Hardy	Vice-Chairman
	Cllr Mrs J Hulls	
	Cllr Mrs M Jowett	
	Cllr I Judson	
	Cllr Mrs A Nisbet	
	Cllr Mrs B Uren	

IN ATTENDANCE: Mrs M Bloor Clerk to the Parish Council

MEMBERS OF THE PUBLIC:

Cllr W Major	County Councillor
Mrs R Heydon	Resident
PC T Bentley	Item 90
SC O Pakan	Item 90

PART 1. NON-CONFIDENTIAL INFORMATION

87. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr R Bilbie Work commitment

RESOLVED to accept the apologies.

88. VARIATION OF ORDER OF BUSINESS – IF ANY

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

89. DECLARATION OF MEMBERS' INTERESTS

Agenda Item 95 - Tesco store planning application

Cllr Mrs Hulls declared an interest as she was a Member of EBC Planning Committee. Cllr Mrs Hulls took no part in the discussion and did not vote on the item.

90. PUBLIC SPEAKING SESSION

i) Members of the public

There were no matters raised by members of the public.

ii) Police report

PC Bentley gave the following report:

SANDIACRE AND RISLEY

Latest recorded crime figures from 1/4/10 to 9/1/11

Crime category	This year	Last Year	Volume change	% change
Assault	75	85	-10	-11.76
Burglary - Dwelling	29	36	-7	-19.44
Burglary - Other	33	45	-12	-26.67
Criminal damage	76	88	-12	-13.64
Drug offences	19	11	8	72.73
Interference with vehicles	4	12	-8	-66.67
Robbery	2	7	-5	-71.43
Theft from vehicles	31	44	-13	-29.55
Other crime	109	114	-5	-4.39
Total	378	442	-64	-14.48
Previous month total	284	342	-58	

Priority profiles

1. Travers Road and Kings Road: Speeding vehicles and nuisance mopeds
2. Doncaster Avenue Recreation Ground: Anti-social behaviour and drug use
3. Derby Road: Speeding vehicles

Current issues

It was reported that an arson attack had taken place at Stoney Clouds farm stables. The investigation was ongoing but an arrest had been made.

There had recently been a spate of burglaries near Bostocks Lane. Residents were advised to close gates to create obstacles in order to deter intruders.

Cllr Dinsdale noted there was a visible police presence in areas not usually patrolled and this was reassuring for residents.

Councillors highlighted there were incidents of people parking inconsiderately and unsafely thereby causing an obstruction to other vehicles and the public. Traffic Wardens based at Long Eaton would be asked to patrol the area.

Next police surgery

Sandiacre Library: Wednesday, 16 February 2011 at 4.00pm. New priority profiles would be set at the meeting.

iii) County Councillor report

Cllr Major reported on the following:

a) DCC Consultation - Public Transport Services

Residents were reminded to respond to the Public Transport budget consultation. The consultation ended on 31 January 2011.

b) DCC Consultation - Street Lighting Energy Reduction

In order to reduce costs and improve energy efficiency, DCC was considering the introduction of part-night lighting and permanently switching off lights that had no community benefit, subject to a consultation process and risk assessment of areas where the schemes would be proposed. Details of the consultation period would shortly be made available.

91. **TO DETERMINE WHICH ITEM, IF ANY, FROM PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED**

Agenda Item 106. Staffing Matters was deemed confidential.

92. **TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 2 NOVEMBER 2010**

RESOLVED that the Non Confidential Minutes of the meeting held on Tuesday, 2 November 2010, as previously circulated to Members, were signed as a correct record.

MATTERS ARISING FROM THE MINUTES

1. Page 34. Parish Council grit bins

Due to severe snow and ice in December, grit bins had been refilled. At the present time all were full. It was noted that although Parish Council policy allowed for them to be filled twice per financial year, DCC 's supply of grit had diminished and re-fills could not be guaranteed.

2. Page 36. Flower beds maintained by EBC

The Clerk had submitted a complaint to EBC on the poor state of the flower beds by the Co-op and Mr Bramwell (Head of the Green Space and Street Scene) had met with the Clerk and Chairman to view the area. Mr Bramwell had confirmed that remedial work would be carried out and shrubs planted.

2.1 At the meeting, Mr Bramwell had given permission for Christmas pea-lights to be displayed by the Parish Council on trees to the front of the Co-op store.

- ***The meeting of Tuesday, 7 December 2010 was cancelled due to severe icy weather conditions.***

93. **TO RECEIVE THE NON CONFIDENTIAL MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY, 2 NOVEMBER 2010**

RESOLVED that the Non Confidential Minutes of the Planning Committee meeting held on Tuesday, 2 November 2010, as previously circulated to Members, were signed as a correct record.

- ***The meeting of Tuesday, 7 December 2010 was cancelled due to severe icy weather conditions.***

94. **TO RECEIVE THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, 5 JANUARY 2011 – PUBLIC RESPONSE TO THE TESCO STORE APPLICATION**

RESOLVED that the Minutes of the Special Council meeting held on Wednesday, 5 January 2011, as previously circulated to Members, were signed as a correct record.

95. **PLANNING APPLICATION - TESCO STORE CONSULTATION RESPONSE**

ERE/1210/0005 Warehouse off Mark St & Land S of Station Road

Valid 06/12/2010 / Parish Council response required by 12/1/11

Mixed use development comprising the erection of a food store (use class a1), commercial units comprising retail (use classes a1, a2 and/or a3) and offices (use

class b1), the creation of a car park, access roads, footways, public realm, landscaping, recycling centre plus other associated works and highway alterations (revised scheme - resubmission of ERE/1109/0022

Cllr Bilbie stated he was aware there was some support for the Tesco store development in the village and as such, he would abstain from voting.

Cllr Hulls, as a Member of EBC Planning Committee did not take part in the discussion or vote.

A vote was taken to submit a response to EBC recommending refusal.

Withdrawal: 1 Abstentions: 3 In favour: 9

RESOLVED that Sandiacre Parish Council maintained its objection to the application and recommended refusal.

1. No evidence of retail need / Impact
2. Significantly increased traffic congestion through the village centre
3. Significantly increased weight burden upon the aging canal bridge
4. Design, appearance, scale and mass of the developments
5. Negative impact upon existing retail outlets and nearby town centres
6. Impact upon existing highway networks with increased traffic volume
7. Vehicle and pedestrian safety issues by increasing lanes at the canal bridge from two to three and narrowing footpaths
8. Significant impact upon Sandiacre Canal Side Conservation Area
9. Adverse impact upon the amenity and privacy of local residents

The Clerk would forward a response to EBC by the Parish Council deadline of Wednesday, 12 January 2011.

A copy of the 10-page consultation response would be made available on the Parish Council website: www.sandiacreparishcouncil.org

96. TO RECEIVE THE NON CONFIDENTIAL MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON TUESDAY, 23 NOVEMBER 2010

RESOLVED that the Non Confidential Minutes of the Planning Committee meeting held on Tuesday, 23 November 2010, as previously circulated to Members, were signed as a correct record.

97. TO SET THE LEVEL OF CONCURRENT FUNCTIONS BUDGET FOR 2011/2012

RESOLVED that the RECOMMENDATION from the Finance Committee to set the level of the Concurrent Functions budget at £41,188 be approved.

Concurrent Function	2010/11	2011/12
Recreation Grounds and Open Spaces	£21,786	£21,786
Burials	£3,978	£3,978
Lighting	£500	£500
Public Conveniences	0	0
Administration	0	0
Salary costs (70%)	£14,295	*£14,924
Total:	£40,559	£41,188

*Growth items

£629 included for the Clerk's final incremental point from 1/4/11, for which 70% is paid by EBC through the Concurrent Functions budget.

98. TO SET THE LEVEL OF PRECEPT FOR 2011/2012

RESOLVED that the RECOMMENDATION from the Finance Committee to set the level of the Precept at £23,998 with an increase of 1% be approved.

99. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that Mr P Mead (Litter Picker) had recently been taken ill and admitted to hospital having suffered several heart attacks in quick succession. Following treatment, he was now convalescing at home and would not return to work within the next four weeks, at least. The Clerk was asked to convey Councillors' good wishes to Mr Mead for a full recovery.

Mr Ault (Litter Picker) had agreed to cover Mr Mead's duties and Manpower Services would be brought in to supply cover for Mr Ault when on leave.

100. REPORT OF THE CLERK

- a) Pinfold compound – Grounds maintenance work completed
The Clerk reported that maintenance work had been carried out to the Pinfold compound to clear the area of litter and debris and the entrance gate had been re-stained. The land would now be maintained on a regular basis.
- b) Peninsula – Human Resources and Health and Safety consultancy service
It was reported that a consultant had met with the Clerk in December and all staffing matters had been carefully considered. The level of service and support received from the company had been excellent.
- c) Stopping up of highway: Bostocks Lane – Correspondence from Mr Thorne
The Clerk had contacted Mr Thorne to explain she was unaware of any proposals to close off the road at Bostocks Lane near Park Drive.
- d) Christmas concert postponed – Spring concert to be considered for 28/2/11
The Christmas concert had been cancelled due to severe icy weather conditions on the night, Councillors were asked to consider if a Spring concert should be arranged.

Friesland School hall was available on 28/2/11. Although the band was available on this date, the choir had engagements already booked throughout February and March due to their regular concert schedule.

The Clerk was asked to ascertain if a suitable date could be found that was convenient for everyone in order that a Spring concert could be held.

101. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 51/2010

- a) Car allowances 2010/11 – Casual users rate
- b) Affordable rural housing
- c) Big Lottery Fund: Capital grants for renovating community buildings
- d) Vacancy: Clerk / RFO Smisby
- e) Vacancy: Clerk / RFO Barrow Upon Trent
- f) Smoke free homes and cars conference

Circ 52/2010

- a) DDC Town and Parish Council Liaison Forum – 21/10/10: Notes
- b) DCC: Winter Service Plan
- c) Anti social behaviour: Officer contact details

- d) Anti social behaviour: Good practice guide
- e) DCC: Community leadership fund – information available on DCC website
- f) Consultation of public transport services: 12 week consultation
- g) Broadband survey

Circ 53/2010

No rise in DALC subscriptions for 2011

Circ 54/2010

Power of Well being / Cilca training

Circ 55/2010

- a) Consultation on policy and procedures for electoral reviews and principal area boundary reviews: Consultation ends 31/12/10
- b) DCC – Advice to members of the public in snowy and icy conditions

Circ 56/2010

Cancelled

Circ 57/2010

- a) Membership subscriptions: No increase for 2011
- b) Section 137 expenditure: 2011/2012 = £6.44
- c) Local Council Review Publication – Clustering of Parish Councils

Circ 58/2010

Future of the Standards Framework for Members of Local Authorities in England

Circ 59/2010

The Localism Bill: Shift of power from central government. Further details to follow
<http://services.parliament.uk/bills/2010-11/localism/documents.html>

RESOLVED to note the above DALC circulars.

102. FINANCE MATTERS

a) Accounts to be authorised for payment

November

	DD Eclipse	Internet / Broadband	£17.57
8-Nov	1869 Communicorp	Local Councils Update - Magazine/site	£70.00
23-Nov	1870 Midland Estates	Grounds maintenance	£756.00
	DD Peninsula	HR and H/S advice service	£146.88
6-Dec	1871 Viking Direct	Ink cartridges	£37.59
6-Dec	1872 Park Hall Designs	Website maintenance to 30/9/10	£20.00
6-Dec	1873 Mr Ault	Salary - Litter Picker	£131.26
6-Dec	1874 Mrs Bloor	Salary - Clerk	£939.27
6-Dec	1875 Mr Mead	Salary - Litter Picker + 8 hours cover	£171.74
6-Dec	1876 Mrs Pendrey	Salary - Admin Assistant	£516.90
6-Dec	1877 HMRC	TAX & NIC November	£359.46
6-Dec	1878 Park Hall Designs	Website maintenance to 31/10/10	£20.00
6-Dec	1879 Mr Morris	Pinfold - Replacement locks	£17.00
6-Dec	1880 British Legion	Section 137 donation	£25.00
6-Dec	1881 Andrew's Gdn Serv.	Cemetery grounds mtce - 12 hours	£180.00
6-Dec	1882 Viking Direct	Stationary/stamps	£67.79
6-Dec	1883 Play-ground Supplies	Inspections: October 4, 11, 18, 25	£206.80
6-Dec	1884 Andrew's Gdn Serv.	Pinfold compound clearance/gate stained	£125.00
6-Dec	1885 Mrs Bloor	Postage costs (Meeting papers)	£8.54
7-Dec	1886 Andrew's Gdn Serv.	Pinfold compound photographs	£2.04
7-Dec	1887 Midland Estates	Grounds maintenance (November 9)	£756.00
7-Dec	1888 E.on	Electricity supply to Lock-up DARG	£134.02
	Total		<u>£4,708.86</u>

December

17-Dec	DD Eclipse	Internet / Broadband	£17.57
24-Dec	DD Peninsula	Consultancy (HR / HS)	£146.88
4-Jan	1889 Mr Ault	Salary - Litter Picker	£131.26
4-Jan	1890 Mrs Bloor	Salary - Clerk	£939.07
4-Jan	1891 Mr Mead	Salary - Litter Picker	£131.06
4-Jan	1892 Mrs Pendrey	Salary - Admin. Assistant	£516.90
4-Jan	1893 HMRC	TAX & NIC December	£349.86
4-Jan	1894 Mr S Bilbie	Repairs to Lock-up door	£30.00
4-Jan	1895 Midland Estates	Grounds Maintenance	£756.00
4-Jan	1896 BT Business Payments	Telephone calls, rental	£177.17
4-Jan	1897 BT Business Direct	Nortons Anti Virus	£48.15
4-Jan	1898 Park Hall Designs	Website maintenance 30/11	£20.00
11-Jan	1899 Play-Ground Supplies	Inspections: 2,9,16,23,30	£258.50
11-Jan	1900 EBC	Cemetery bin collection	£78.06
11-Jan	1901 E.on	Un-metered 1/10 to 31/12	£9.38
Total			<u>£3,609.86</u>

RESOLVED to authorise the above payments.

b) To note interest received

Interest 31/12/2010 £1.81

RESOLVED to note the above interest.

c) To note income received

November IRO: A49 + G104	£87.50
DCC Litter Picker re-imburement (6 months)	£328.12
Co-op FC IRO: G84	£136.50
Co-op FC IRO: A102	£27.50
Co-op FC IRO: A102	£130.00
A W Lymn IRO: A106	£27.50
Total:	<u>£737.12</u>

January E.onLeasehold rent Spr Pk	£1.00
Cemetery fee IRO: A101	£27.50
	<u>£28.50</u>

RESOLVED to note the above income.

d) To consider quotations received – if any

There were no quotations received.

103. ITEMS FOR INFORMATION - CORRESPONDENCE**EBC**

- Register of Electors: Free copies to Clerks and Councillors, only on request
- The Mayor, Cllr Parkinson welcomes invitations to events to meet residents
- Small Grants Funding Policy 2010-2013: Information for groups who can apply

DCC

- a) Temporary closure notice: Sandiacre footpath 19 (part) lock gate replacement
- b) Parish & Town Council Liaison Forum next meeting: Thursday, 14/1/11
- c) Winter gritting service: www.derbyshire.gov.uk/winterservice
- d) Proposed extension of Prohibition of Waiting Order – Rushy Lane – Approved
- e) Assessing Surface Water Flooding in DB: Assessment of flood risk in the County

GENERAL

- a) The Playing Field magazine
- b) Additional public holiday: Friday, 29 April 2011 (Royal wedding)
- c) Local Councils Update: December 2010
- d) Royal British Legion: Thank you for £25 (£137) donation
- e) Countryside Events 2011 magazine
- f) Erewash South Community Forum – Minutes of 16/12/10

104. ANY OTHER BUSINESS - (ITEMS FOR INFORMATION ONLY)

- 1. Cllr Mrs Blackler reported that a lamp column bulb was not working on the library car park. The Clerk would arrange a replacement.
- 2. Cllr Judson raised strong concern that pupils had apparently dropped litter around the outside perimeter of Friesland School and along Rushy Lane and it was not being regularly removed. Litter dropped by pupils at other nearby schools was also evident. The Clerk would contact them to raise awareness.

105. DATE AND TIME OF THE NEXT MEETING:

Tuesday, 1 February 2011 at 7.30pm

PART 2. CONFIDENTIAL INFORMATION

- 106. RESOLVED** that in view of the confidential nature of the business about to be transacted it was advisable in the public interest, that the press and public be temporarily excluded and they were instructed to withdraw.

107. TO CONSIDER STAFFING MATTERS

a) Business Rationale

Following discussion and careful consideration, it was **RESOLVED** to accept the Business Rationale, which the Clerk presented at the meeting.

b) Statement of Main Terms of Employment / Staff Handbook

RESOLVED to note that as part of the HR consultancy service, staff contracts were currently being updated and a staff handbook was being produced. Further details would shortly be brought to Councillors' attention.

The meeting closed at 8.55pm.

Signed by Chairman: _____ **Date:** _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 1 February 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith	Chairman
A	Cllr Mrs L Bilbie	
A	Cllr R Bilbie	
	Cllr S Bilbie	
A	Cllr Mrs M Blackler	
A	Cllr A Blount	
	Cllr Mrs C Davis	
	Cllr G Dinsdale	
	Cllr A Hardy	Vice-Chairman
	Cllr Mrs J Hulls	
A	Cllr Mrs M Jowett	
A	Cllr I Judson	
	Cllr Mrs A Nisbet	
	Cllr Mrs B Uren	

IN ATTENDANCE: Mrs M Bloor Clerk to the Parish Council

MEMBERS OF THE PUBLIC: Cllr W Major County Councillor
PCSO Hill Item 111
Mrs Smith Resident
Mrs Stanley Resident

PART 1. NON-CONFIDENTIAL INFORMATION

108. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr R Bilbie	Work commitment
Cllr Mrs M Blackler	Personal commitment
Cllr A Blount	Work commitment
Cllr I Judson	Work commitment

RESOLVED to accept the apologies.

109. VARIATION OF ORDER OF BUSINESS – IF ANY

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

110. DECLARATION OF MEMBERS' INTERESTS

No declarations of interest were received.

111. PUBLIC SPEAKING SESSION

- i) **Members of the public**
No matters were raised by members of the public.
- ii) **Police report**
PCSO Hill gave the following report:

Sandiacre and Risley

Latest recorded crime figures showed little change since the last meeting and calls for service were lower than usual during January 2011.

Anti social behaviour was down by 32.5% from the previous year and overall crime was down 15.7% = 76 calls.

Officers were now working a new shift pattern: Six days on duty and 2 days off, from the previous six days on duty and four days off. This provided an increased service to the community and additional beat patrols.

Two further arrests had been made in connection with the Cloudside Farm arson attack.

PC Porton (now Ilkeston based) had recently been promoted to Sergeant.

The next Police surgery would be held at Sandiacre Library on Wednesday, 16 February 2011 at 4.00pm. New priority profiles would be decided.

Cllr Hardy highlighted that a number of mopeds were being driven at night without lights and this created a danger to the public and other motorists.

PSCO Hill confirmed the police were aware of the problem and enforcement measures were being taken whenever possible.

iii) County Councillor report

Cllr Major reported on the following:

a) DCC Consultation - Public Transport Services

It was expected that Councillors would soon consider the outcome of the consultation response.

b) DCC Consultation - Street Lighting Energy Reduction

Details of the consultation would shortly be made available.

c) DCC Budget Meeting

The Cabinet had met on 25 January 2011 to consider the 2011/12 budget. It was noted there was a reduction in services funding.

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

Agenda Item 124 - Staffing Matters

RESOLVED this item was deemed confidential.

113. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 11 JANUARY 2011

RESOLVED that the Non Confidential Minutes of the meeting held on Tuesday, 11 January 2011, as previously circulated to Members, were signed as a correct record.

MATTERS ARISING FROM THE MINUTES

- a) Page 45. Litter Picker cover
Following Mr Mead's recent illness, a doctor's certificate had been received covering him to Monday, 14 February 2011.
- b) Page 45. Spring concert
Due to difficulties experienced with arranging a mutually convenient date and generating ticket sales when free concerts were held in the Spring, it was decided that a Spring Concert would not be viable.

The traditional Parish Council Christmas concert would be held at Friesland School hall on Monday, 5 December 2011.

- c) Page 48. Discarded litter in public places
The Clerk had contacted Friesland School to outline Councillors' concerns that discarded litter was left lying around the outer perimeter of the school. The school was aware of the ongoing problem and intended to organise a whole school litter pick at the earliest opportunity.

Cllr Mrs Nisbet raised concerns over overflowing rubbish bins along Derby Road near Friesland School and the local convenience store. The Clerk was asked to ascertain if those responsible for emptying the litterbins could ensure they were emptied more frequently.

114. TO RECEIVE THE NON CONFIDENTIAL MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY, 11 JANUARY 2011

RESOLVED that the Non Confidential Minutes of the Planning Committee meeting held on Tuesday, 11 January 2011, as previously circulated to Members, were signed as a correct record.

115. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

116. REPORT OF THE CLERK

- a) Setting the date of a Spring concert
The matter was decided under Item 113. b)
- b) Statement of Main Terms of Employment / Staff Handbook
The Clerk reported that the HR consultancy service had prepared a staff handbook and Terms of Employment for all staff members (based upon the Public Sector Green Book) for Councillors' approval.

RESOLVED that a copy of the documents would be circulated to all Councillors and this item would be included on the Agenda for the next meeting.

117. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 1/2011

Index of most important 2010 DALC circulars

Circ 2/2011

Keeping of documents

Circ 3/2011

- a) DB's Police – Public engagement events 2011. Derby - Tuesday, 1/2/11 at 6.30
- b) Building resilience to climate change through water management: Free workshop. 10/2/11 and 25/2/11 at County Hall, Matlock
- c) The Queen Elizabeth II 'Fields in Trust' challenge. To create a network of 2,012 protected outdoor recreational spaces to mark the Queen's jubilee
- d) Action for Market Towns – Finding and bidding for project funding. Training day
- e) Football Foundation – Grow the game
- f) Additional Public Holiday: Friday, 29/4/11 – To celebrate the royal wedding
- g) Heath and Holmewood: Responsible Finance Office vacancy

Circ 4/2011

Subscription to NALC's journal

Circ 5/2011

- a) No increase in 2011 subscriptions
- b) Law and Good Practice for Parish Councils
- c) HMRC Employers' Workshop
- d) Clerk vacancy – Baslow and Bubnell

Circ 6/2011

- a) Diamond Jubilee projects. Funding for Parish Councils
- b) Clerk vacancy – Unstone / Stanton in the Peak

Circ 7/2011

- a) DBs Police Public Engagement event. Revised venue: Ripley 9/2/11
- b) Looking after War Memorials – Conference 22/3/11 at Goole
- c) Clerk vacancy – Dronfield

Circ 8/2011

- a) Clerks' Day: 13/4/11 at Ripley £30 Covering Roles and Responsibilities
- b) Clerk's vacancy: Edale

Circ 9/2011

- a) HMRC free presentations 23/2/11 at Alfreton
- b) East Midlands Planning Aid – Losing funding from 1/4/11
- c) Local Councils and VAT

Circ 10/2011

Running the Annual Parish Council meeting

1. **RESOLVED** to note the above DALC circulars
2. **RESOLVED** that the Clerk should attend the Clerks' Day on 13/4/11
3. **RESOLVED** that Councillors should be provided with a copy of DALC circulars by email or hard copy for reference

118. FINANCE MATTERS

1) Accounts for payment

The Clerk advised Councillors to disregard several payments listed on the Agenda. A revised list was circulated at the meeting. Payroll had been corrected and re-run.

DD	Eclipse	Internet / Broadband	£17.94
DD	Peninsula	Consultancy (HR / HS)	£150.00
1902	Viking Direct	Office supplies (Paper)	£92.52
1903	Harlites	Christmas lights	£4,496.41
1904	Andrews GS	DARG - Remove stump	£20.00
1905	Andrews GS	Cemetery - Tree mtce	£80.00
1906	Mr Ault	Salary - Litter Picker - 18 hours only	£90.78
	Mr Mead	Salary - Litter Picker - Sickness absence	£0.00
1907	Mrs Bloor	Salary - Clerk	£939.07
1908	Mrs Pendrey	CANCELLED	£0.00

1909	Mrs Pendrey	Salary - Admin. Assistant - Refer financial statement	£1,604.08
1910	HMRC	TAX & NIC December	£306.86
1911	Mrs Bloor	Postage costs	£10.44
1912	DALC	Clerks' Day - Ripley	£30.00
1913	Midland Estates	Grounds maintenance	£756.00
1914	Play-Ground Supplies	Inspections January 6,13,20,27	£211.20
		Total	<u>£8,805.30</u>

RESOLVED to authorise the above payments.

2) Interest £1.30

RESOLVED to note the above interest.

3) Income

No income had been received since the last meeting.

119. REMAINING FINANCES FROM THE 2010/2011 BUDGET

The Clerk confirmed details would soon be made available.

It was noted the Auditor would be collecting items for the Year End Accounts in the coming weeks.

RESOLVED that this item would be included on the Agenda for the next meeting.

120. HAYWORTH ROAD PARK – GROUNDS MAINTENANCE (EBC)

Cllr Mrs Hulls reported that residents using Hayworth Road Park had raised concerns over the past 4 years that EBC did not adequately maintain the park and keep it in good order.

There were ongoing issues of uncollected litter, broken glass and anti social behaviour. Additionally, the park was vulnerable to water logging in parts.

Due to the high cost of rectifying the water logging problem, EBC was offering to provide part funding if local residents could provide the remainder.

As a result of continued pressure by local residents for EBC to improve the facilities, a new dog bin had recently been introduced and a community litter pick would be undertaken on 19 February 2011 by Pride in Erewash. Cllr Mrs Hulls invited Councillors and local residents to join her on the day.

121. ITEMS FOR INFORMATION - CORRESPONDENCE

EBC

- a) IT equipment for Clerks to present electronic consultations: Conditions of use
- b) Borough and Parish Forum: Long Eaton TH. Thursday, 10/3/11 at 6.30pm
- c) Agenda – Extraordinary Meeting – 27/1/11 – Notice of Motion
- d) Minutes of the Ordinary Council Meeting held on 11/1/10

DCC

Temporary closure of Sandiacre footpath 19: Facilitate public safety during lock gate replacement work

GENERAL

- a) Royal British Legion: 90th birthday celebrations. Great Poppy week 10-12 June 11
- b) The Clerk magazine. January issue

- c) Clerks and Councils Direct magazine: January issue
- d) E.on – Sample of supplies needed in the event of a power cut
- e) Journal of Local Planning – First edition
- f) Spinal Injuries Assoc. National ‘Great Fish and Chips supper’. Friday, 20/5/11
- g) 2011 Census Bulletin – Less than 4 months to go
- h) DBs Community Health Services – Becoming an NHS Trust from 1/4/11
- i) Archaeology and Conservation in DBs magazine – January 2011
- j) Financial Inclusion: Information for communities
- k) DBs Police Authority – Have Your Say leaflet
- l) 2011 Census Bulletin – First in a series up to Census day 27/3/11

122. ANY OTHER BUSINESS - (ITEMS FOR INFORMATION ONLY)

No other items of business were raised.

123. DATE AND TIME OF THE NEXT MEETING:

RESOLVED to change the date of the March meeting due to the non-availability of the Chairman and Vice-Chairman on 1 March 2011.

Tuesday, 8 March 2011 at 7.30pm - Second Tuesday in the month

PART 2. CONFIDENTIAL INFORMATION

124. TO MOVE THE FOLLOWING RESOLUTION

RESOLVED that in view of the confidential nature of the business about to be transacted it was advisable in the public interest, that the press and public be temporarily excluded and they were instructed to withdraw.

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

125. TO CONSIDER STAFFING MATTERS

Business Rationale / Consultation

The Clerk reported that following Councillors’ approval of the Business Rationale, she had met informally with the employee and held two further consultation meetings with both the employee and the Union representative.

The Chairman reported that she had subsequently received a letter from Unison, on behalf of the employee, lodging an appeal.

1. **RESOLVED** that three Councillors would form an Appeal Panel: Cllr S Bilbie, Cllr G Dinsdale and Cllr Mrs A Noskwith (Panel Chairman).
2. **RESOLVED** to appoint an independent Note Taker.
3. **RESOLVED** that the Parish Council office would now open as follows:
Monday, Tuesday and Wednesday: 9.30 to 2.30
Thursday and Friday closed

The meeting closed at 8.45pm.

Signed by Chairman: _____ **Date:** _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 8 March 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith	Chairman
A	Cllr Mrs L Bilbie	
A	Cllr R Bilbie	
	Cllr S Bilbie	
	Cllr Mrs M Blackler	
A	Cllr A Blount	
	Cllr Mrs C Davis	
A	Cllr G Dinsdale	
	Cllr A Hardy	Vice-Chairman
A	Cllr Mrs J Hulls	
	Cllr Mrs M Jowett	
A	Cllr I Judson	
A	Cllr Mrs A Nisbet	
	Cllr Mrs B Uren	

IN ATTENDANCE:

	Mrs M Bloor	Clerk to the Parish Council
	Cllr W Major	County Councillor
	PC T Bentley	Item 129

MEMBERS OF THE PUBLIC: None

PART 1. NON-CONFIDENTIAL INFORMATION

126. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr L Bilbie	Personal commitment
Cllr R Bilbie	Personal commitment
Cllr A Blount	Work commitment
Cllr G Dinsdale	Work commitment
Cllr Mrs J Hulls	Prior meeting engagement
Cllr I Judson	Work commitment

RESOLVED to accept the apologies.

127. VARIATION OF ORDER OF BUSINESS – IF ANY

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

128. DECLARATION OF MEMBERS' INTERESTS

No declarations of interest were received.

129. PUBLIC SPEAKING SESSION

- i) **Members of the public**
No matters were raised.
- ii) **Police report**
PC Bentley gave the following report:

a) Recorded crime figures from 1/4/10 to 6/3/11

	This year	Last year	Volume Change	% Change
Assault	88	102	-14	-13.7
Robbery	3	8	-5	-62.5
Sexual offences	4	9	-5	-55.6
Burglary dwelling	32	41	-9	-22
Other burglary	41	55	-14	-25.5
Theft from vehicles	40	57	-17	-29.8
Theft of vehicle	6	14	-8	-57.1
Interference with vehicle	5	16	-11	-68.8
Criminal damage	90	117	-27	-23.1
Drugs offences	19	17	-2	11.8
Other thefts	104	78	-26	33.3
Other crimes	16	26	-10	-38.5
All crime	448	540	-92	-17.0

It was noted that overall crime was down compared to this time last year.

b) Priority profiles set 21/2/11

1. Anti-social behaviour and damage to vehicles on Longmoor Lane and Hayworth Road.
2. Anti-social behaviour and damage to vehicles on King Edward Street and Butt Street.

Patrols were being increased at problem times and letters would be sent to parents of those found causing a nuisance. Arrests would be made, as necessary.

c) Doncaster Avenue Recreation Ground - Damage to play areas

Children digging trenches in mounds to enhance jump hazards had recently carried out damage to several areas of the BMX track. The Clerk had arranged for immediate repair to ensure the safety of all users.

Around the same time, the Youth Shelter had sustained considerable damage resulting in part of the seating area being removed after metal bars had been forcibly pushed down. Rivets on several blue panels needed replacement.

PC Bentley confirmed he had spoken with youngsters to prevent further incidents but it could not be established if those responsible were local.

1. **RESOLVED** not to replace the damaged seating area on the Youth Shelter.
2. **RESOLVED** that Councillors would give careful consideration to the Shelter being completely removed if further damage was caused.

The Parish Council would not fund ongoing repairs that were the result of repeated acts of deliberate vandalism.

Library

Certain youngsters were using the Library as a place to meet after school and there were incidents of anti-social behaviour. It was noted that places for young people to meet and socialise in the area were limited.

Ozbox

PC Bentley had recently undertaken a course to run Ozbox, a free 2-hour boxing-based scheme for both girls and boys aged between of 11 and 19. The (non contact sport) fitness programme combined circuit training and boxing skills to improve confidence, discipline and fitness. Officers were able to build relationships with youngsters in their area.

Dog fouling

Councillors highlighted that dog walkers were continuing to allow their dogs to foul pavements along Stevens Road and Victoria Road near the school. The Dog Warden would be informed.

Inconsiderate parking

Councillors reported that work vehicles were causing obstructions by repeatedly parking on double yellow lines at the junction of Stevens Road when calling at the corner take-away shop for food.

Unsolicited callers

Elderly resident were advised to be cautious when responding to door-to-door sales people calling at homes in the area throughout the day and evening.

PC Bentley was thanked for attending and left the meeting at 7.50pm.

iii) County Councillor report

Cllr Major reported on the following:

a) DCC School places

It was noted that 96% of parents had received their first choice preference for a school place for their child, an improvement upon previous years. Should any parent wish to appeal they could contact DCC on Call Derbyshire.

b) DCC Highways – Phone Masts

It was noted that DCC could not object or appeal against the installation of phone masts on highway safety grounds.

c) Number 19 bus route through Sandiacre

Cllr Major would check the latest position with regard to continuation of the local bus service.

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

Agenda Item 143 - Staffing Matters

RESOLVED this item was deemed confidential.

131. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 1 FEBRUARY 2011

RESOLVED that the Non Confidential Minutes of the meeting held on Tuesday, 1 February 2011, as previously circulated to Members, were signed as a correct record with one amendment:

Cllr Mrs Jowett had given apologies for absence prior to the last meeting.

MATTERS ARISING FROM THE MINUTES

- a) Page 52. Circulation of DALC circulars to Councillors
RESOLVED that DALC circulars would only be provided by email upon request since not all Councillors wished to receive copies.
- b) Page 53. Hayworth Road Park
The litter pick at Hayworth Road Park had been cancelled due to inclement weather on the day.

132. TO RECEIVE THE NON CONFIDENTIAL MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY, 1 FEBRUARY 2011

RESOLVED that the Non Confidential Minutes of the Planning Committee meeting held on Tuesday, 1 February 2011, as previously circulated to Members, were signed as a correct record

133. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made no announcements.

134. REPORT OF THE CLERK

- a) Letter from EBC regarding the forthcoming elections/AV Referendum
The Clerk provided details of the letter and circulated copies of the election timelines.

RESOLVED not to purchase separate Parish Council election poll cards.

- b) To consider creating a new rose bed at the Cemetery
RESOLVED that a new rose bed would be created in the Parish Council Cemetery to the left hand side of the public footpath for planting of standard roses. Further beds could be created over time alongside the footpath and between the seating areas.

The Clerk would arrange for the bed to be dug and maintained by the Cemetery Gardener. Plans would be held in the Parish Council office.

Income from planting would follow the same format as standard roses planted to the right hand side of the entrance gate.

- c) Health and Safety – Youth Shelter and BMT Track vandalism
This item had previously been considered under the Police report.
- d) Electronic planning consultations and IT equipment
EBC had made available, without charge, laptops, screens and projectors for all Clerks to present planning applications to their Councillors. The Clerk had collected these items, had them insured and they were itemised on the Asset Register. IT support was available from EBC.

The Clerk advised that the equipment would be useful should a large planning application be considered or for general presentation purposes, but the screen and projector were too large and heavy for transporting on a regular basis.

- e) HMRC course 23/2/11: Tax and NIC changes
The Clerk highlighted several changes that would take effect from April 2011, including that Annual Returns must now be sent to HMRC on-line.
- f) Statement of Main Terms of Employment / Staff Handbook
RESOLVED to defer this item to the next meeting.

135. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

GENERAL

NALC Clerks' Networking lunch: Derby Friday, 3/6/11

Circ 10/2011

- a) Annual Parish Meeting – General guidance

Circ 11/2011

- a) Abolition of the Default Retirement Age from 1/10/11
b) Public Forest Estate: Defra consultation ends 8/4/11 www.defra.gov.uk
c) Lower Derwent Flood Risk Management Scheme. Consultation Summer 2011
d) DBs Constabulary Annual Parish Councils' Evening – Report

Circ 12/2011 - Training

- a) Power of Well Being. 22/6/11
b) Additional Law and Good Practice for Parish Councils (New Cllrs)

Circ 13/2011

- a) Allotments Seminar 25/3/11
b) Code of Publicity: Parish and Town Councils can publish newsletters/magazines once a month. Other Councils are restricted to quarterly issues
c) DBs Police Authority – E-Newsletter – Updates of policing developments/funding
d) Clerk vacancy: Brimington
e) Clerk vacancy: Dalbury Lees

Circ 14/2011

- a) Consultation – Code of Recommended Practice for LA's on Data Transparency
b) Community Right to Buy – Assets of community value
c) Community right to Challenge

Circ 15/2011

- a) Parish Council and Community Council Clerks' PAYE Implementation – Correct Tax and NIC's – HMRC guidance

Circ 16/2011

Parish and Town Council Elections – Community posters

RESOLVED to note the above DALC circulars

136. FINANCE MATTERS

1) Accounts for payment

<u>February</u>					Net	VAT	Gross
	181	DD	Eclipse	Internet / Broadband	£14.95	£2.99	£17.94
	182	DD	Peninsula	Consultancy (HR / HS) (4)	£125.00	£25.00	£150.00
14-Feb	183	1915	Mr P Briggs	Panel - Note Taker			£67.16
1-Mar	184	1916	Manpower	Litter Picker cover (January 34 hours)	£250.88	£50.18	£301.06
1-Mar	185	1917	Andrew's GS	Cemetery - Pruning holly / litter			£45.00
1-Mar	186	1918	Andrew's GS	Cemetery - Wood preserve for statue			£25.00
1-Mar	187	1919	Andrews GS	Pinfold - Wood preserve for door			£25.00
1-Mar	188	1920	Park Hall Designs	Website maintenance to 31/12/10			£20.00
1-Mar	189	1921	Mrs Bloor	Postage costs			£5.10
1-Mar	190	1922	Mrs Bloor	Postage costs			£1.15

1-Mar	191	1923	Mrs Bloor	Postage costs				£2.80
1-Mar	192	1924	Mr Ault	Salary - Litter Picker - 56 hours				CANCELLED
1-Mar	193	1925	Mrs Bloor	Salary - Clerk				£939.07
1-Mar	194		Mr Mead	Salary - Litter Picker - Sickness absence				£0.00
1-Mar	195	1926	HMRC	TAX & NIC February				CANCELLED
1-Mar	196	1927	Midland Estates	Grounds maintenance (Last payment)				£756.00
1-Mar	197	1928	DB's Police Auth	Parish Council office - Rent				£750.00
1-Mar	198	1929	Mr Ault	Salary - Litter Picker - 48 hours				£242.48
1-Mar	199	1930	HMRC	TAX & NIC February				£333.53
8-Mar	200	1931	Playground Suppl's	Inspections: 3,10,17,24 February	£176.00	£35.20		£211.20
8-Mar	201	1932	Iris	Payroll software/support	£140.00	£28.00		£168.00
8-Mar	202	1933	Andrew's GS	Reposition PC notice board				£60.00
8-Mar	203	1934	Steelcraft	DARG: Re-fixing 'no dogs' sign	£65.00	£13.00		£78.00
8-Mar	204	1935	E.on	DARG: Electricity supply	£145.69	£7.28		£152.97
8-Mar	205	1936	EBC	Parks: Emptying dog waste/litter bins	£2,190.24	£438.05		£2,628.29
8-Mar	206	1937	JC Plumbing	Cemetery: Insulation to tap				£50.00
Total					<u>£3,107.76</u>	<u>£599.70</u>		<u>£7,029.75</u>

RESOLVED to authorise the above payments.

2) Interest £0.87

RESOLVED to note the above interest.

3) Income

Co-op FS	Cemetery fee: IRO of Plot A103	£65.00
Nuthall PC	General payment	<u>£225.00</u>
		<u>£290.00</u>

RESOLVED to note the above income.

4) Quotations received

Blachere	30 strings of pea-lights at £60 (with discount)	£1,800.00
	From £2,250 if ordered before 31/1/11	

- RESOLVED** that the Clerk would source an additional quotation from another company.
- RESOLVED** that the Clerk, following consultation with the Chairman, would be delegated to place an order prior to 31 March 2011 to receive the most suitable promotional rate.

137. REMAINING FINANCES FROM THE 2010/2011 BUDGET

BALANCES	Income	Expenditure	Remaining
Parks and Open Spaces	£21,786.00	£14,118.06	£7,667.94
General Administration	£23,760.00	£22,343.73	£1,416.27
Burial Grounds	£3,978.00	£5,517.97	-£1,539.97
Balances from previous year	£14,358.59	£1,200.00	£13,158.59
Employment costs	£14,295.00	£5,418.82	£8,876.18
Lighting	£495.00	£0.00	£495.00

RESOLVED to note the balances.

138. CHRISTMAS LAMP COLUMN DISPLAYS

1. **RESOLVED** to write off 16 lamp column displays that were in constant need of repair and attention and had been in service for over 15 years.
2. **RESOLVED** that the Clerk would ascertain if the displays could be sold to generate income. Some companies could refurbish and hire out.

139. ITEMS FOR INFORMATION - CORRESPONDENCE

EBC

- a) Small Grants Fund for local community groups. Deadline for submission 31/3/11
- b) Borough Blitz from 1/3/11 to 31/3/11 (Litter pick)
- c) Criteria for Local Heritage Designations adopted by EBC on 18/1/11. Determining local listed buildings, registered gardens or Conservation Areas
- d) Minutes of the Council meeting held on 27 January 2011
- e) Agenda for the Council meeting of 3 March 2011

GENERAL

- a) Tesco: Statement of Community response
- b) Cemetery: Letter from resident requesting permission to plant 2 standard roses
- c) Pay award 2011/12: £250 on all salary points cannot be paid by the employer
- d) Erewash School Sport Partnership – The future of school sport.
- e) High Speed 2 (HS2) consultation 28/2/11. First stage: London to Lichfield / Second stage: Staffs to Leeds and to Manchester. Exact route to be confirmed
- f) Rainbows: 2011 Kilomathon Derby 20/3/11
- g) Local Councils' Update: January/February issue
- h) Erewash Valley Trail leaflet
- i) Sandiacre History Group Newsletter
- j) DB's Children's Home – Request for funding
- k) Clerks and Councils Direct

1. **RESOLVED** to note the above items of correspondence
2. **RESOLVED** that the Clerk would complete the Small Grants application form for funding towards the Summer Play Scheme and submit by 31/3/11
3. **RESOLVED** not to offer charitable donations at this time

140. ANY OTHER BUSINESS - (ITEMS FOR INFORMATION ONLY)

No other items of business were raised.

141. DATE AND TIME OF THE NEXT MEETING:

Tuesday, 5 April 2011 at 7.30pm

Planning Committee meeting	7.00pm
Full Council meeting	7.30pm

PART 2. CONFIDENTIAL INFORMATION

142. TO MOVE THE FOLLOWING RESOLUTION

RESOLVED that in view of the confidential nature of the business about to be transacted it was advisable in the public interest, that the press and public be temporarily excluded and they were instructed to withdraw.

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

143. TO CONSIDER STAFFING MATTERS

a) Outcome of Appeal Hearing

The Chairman reported that the Appeal Hearing Panel had met on 11/2/11 and upheld the decision to make a staffing post reduction.

b) Litter Picker cover to 14/3/11

The Clerk reported that a staff member had submitted further medical evidence of incapacity to 14/3/11.

RESOLVED that an occupational health assessment and return to work interview should be carried out if the employee returned to duty.

The meeting closed at 8.20pm.

Signed by Chairman: _____ **Date:** _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 5 April 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith	Chairman
	Cllr Mrs L Bilbie	
	Cllr R Bilbie	
	Cllr S Bilbie	
	Cllr Mrs M Blackler	
A	Cllr A Blount	
A	Cllr Mrs C Davis	
	Cllr G Dinsdale	
	Cllr A Hardy	Vice-Chairman
	Cllr Mrs J Hulls	
	Cllr Mrs M Jowett	
A	Cllr I Judson	
A	Cllr Mrs A Nisbet	
	Cllr Mrs B Uren	

IN ATTENDANCE:

	Mrs M Bloor	Clerk to the Council
	Cllr W Major	County Councillor
	PCSO S Hill	Item 147

MEMBERS OF THE PUBLIC: None

PART 1. NON-CONFIDENTIAL INFORMATION

144. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr A Blount	Work commitment
Cllr Mrs C Davis	Family commitment
Cllr I Judson	Work commitment

RESOLVED to accept the apologies.

145. VARIATION OF ORDER OF BUSINESS – IF ANY

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

146. DECLARATION OF MEMBERS' INTERESTS

No declarations of interest were received.

147. PUBLIC SPEAKING SESSION

i) **Members of the public**
No members of the public were present.

ii) **Police report**
PCSO Hill gave the following report:

a) **Recorded crime figures – Year End**

Anti-social behaviour in Sandiacre and Risley was down by 31 per cent.

There had been 167 less calls in 2010/11 for incidents of anti-social behaviour than the previous year. Calls received fell from 533 in 2009/10 to 366 this year and this was the largest reduction in the Erewash area.

b) Doncaster Avenue Recreation Ground

Vandalism had recently occurred on the park with the forced removal of a 'no dogs' sign and supporting post by the play area and subsequent theft of the sign itself.

RESOLVED not to replace the sign due to repeated acts of vandalism on the park and on-going costs of repairs and replacement to damaged items.

Councillors reported that youths had been seen using the Youth Shelter as a goal and repeatedly kicking a football at the panels. Evidence of drug taking had been found around the shelter and this had been reported to the police.

It was noted that the CCTV camera was unable to track all areas of the park but the police would aim to patrol the area more frequently.

c) Drugs

It was reported that a warrant had been executed earlier that day for drugs use and the police would take action with offenders.

d) Ozbox – 12 week course

The Ozbox project was proving popular and 14 young people were attending. It would run for a further 10 weeks at St Giles Church Hall. PC Bentley, who ran the project, was pleased with the response.

PCSO Hill was thanked for attending and left the meeting.

iii) County Councillor report

There was no report under this heading.

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

Agenda Item 159 - Staffing Matters

RESOLVED this item was deemed confidential.

149. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 8 MARCH 2011

RESOLVED that the Non Confidential Minutes of the meeting held on Tuesday, 8 March 2011, as previously circulated to Members, were signed as a correct record.

MATTERS ARISING FROM THE MINUTES

a) Page 57. Dog fouling

Councillors reported that it was evident dog walkers were not cleaning up after their dogs along Derby Road and adjoining streets.

The Clerk would notify the Dog Warden who could impose a £75 fixed penalty notice to deter owners from allowing their dogs to foul in a public place.

- b) Page 58. Hayworth Road Park
The litter pick at Hayworth Road Park would take place on Saturday, 9 April, having previously been postponed due to inclement weather.
- c) Page 60. Purchase of new Christmas lights
Prior to the deadline of 31/3/11, the Clerk had placed an order with Blachere for 30 strings of blue pea-lights following receipt of a second quotation and after consultation with the Chairman.
- d) Page 61. Old Christmas lamp column displays
It was confirmed that the old Christmas light motifs were beyond repair and a buyer could not be found. Harlites currently held them in storage and would arrange for disposal free of charge.

RESOLVED that Harlites should be asked to dispose of the 16 Christmas motifs, previously written off.

150. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING

RESOLVED that the Non Confidential Minutes of the Planning Committee meeting held on Tuesday, 8 March 2011, as previously circulated to Members, were signed as a correct record

151. CHAIRMAN'S ANNOUNCEMENTS

The Chairman suggested Councillors consider changing the date of the next meeting to 17 May 2011. Item 157 refers.

152. REPORT OF THE CLERK

- a) Narrow Boat Christian Fellowship event – Saturday, 11 June 2011
The Clerk reported that the narrow boat Fellowship had requested permission to use Doncaster Avenue Recreation Ground for a large public event on 11 June 2011, following a gathering of narrow boats in Sandiacre. Local churches were supporting the event.

The Clerk had arranged to meet with representatives of the Fellowship in May to formalise details and assist with a risk assessment.

RESOLVED that permission to use the Recreation Ground be granted.

- b) Consultation on the proposed DCC Local List of requirements for Planning Applications

RESOLVED not to respond to the consultation.

- c) Summer Play Scheme

An application for £1,200 had been submitted to EBC through the small grants scheme to fund, in part, the Parish Council Play Scheme held at Sandiacre Friesland Sports Centre during weeks commencing 15th and 22nd August.

Play scheme	Monday	Tuesday	Wednesday	Thursday	Friday
AM - Places	24	24	24	24	24
PM - Places	24	24	24	24	24

153. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

18/11	Market Towns – Project funding Local Government pay
19/11	Good Councillor Guide
20/11	Action for Market Town awards: Deadline 25/3/11 DCC Parish and Town Council Liaison Forum – 14/4/11 at 6.00pm in Matlock HMRC Employers' free workshops: 19/5/11 at Ripley - VAT
21/11	Accounts and Audit (England) Abolition of the Audit Commission VAT The Practitioners Guide Legislation Reform Order – Electronic Payments Heath and Holmewood PC – Clerk vacancy Cemetery Superintendent Duffield vacancy Clerk vacancy - Pentrich

1. **RESOLVED** to note the above DALC circulars
2. **RESOLVED** that copies of the Good Councillor Guide be issued to all Councillors prior to the May meeting.

154. FINANCE MATTERS

1) Accounts for payment

7-Mar	207	DD	Eclipse	Internet / Broadband	£17.94
24-Mar	208	DD	Peninsula	Consultancy (HR / HS) (5)	£150.00
31-Mar	209	1938	Steelcraft	Repairs to Youth Shelter	£180.00
31-Mar	210	1939	Viking	Office supplies	£69.36
31-Mar	211	1940	E.on	Christmas lighting charges	£408.35
31-Mar	212	1941	BT	Calls and line rental	£144.88
31-Mar	213	1942	Seton	Safety footwear - Litter Picker	£47.70
31-Mar	214	1943	Pk Hall Designs	Website maintenance Feb/March	£40.00
31-Mar	215	1944	Mr Ault	Salary - Litter Picker	£272.54
31-Mar	216	1945	Mrs Bloor	Salary - Clerk	£939.27
31-Mar	217		Mr Mead	Salary - Litter Picker	£0.00
31-Mar	218	1946	HMRC	TAX & NIC	£449.53
1-Apr	219	1947	DALC	Subscription from 1/4/11 to 31/3/12	£829.67
1-Apr	220	1948	DALC	Assoc. of Burial Authorities	£60.00
1-Apr	221	1949	Severn Trent	Cemetery: 1/4/11 and 1/10/11	£83.39
1-Apr	222	1950	Playground Suppl's	Inspections March 3,10,17,24,31	£264.00
1-Apr	223	1951	Mr Morris	Keys for parks and Cemetery	£33.94
					<u>£3,990.57</u>

The Clerk advised that the above payment details superseded those shown on the Agenda.

RESOLVED to authorise the above payments.

2) Interest £0.73

RESOLVED to note the above interest.

3) Income

HMRC	VAT claim 1/10/10 to 28/2/11	£1,824.32
Co-op FC	IRO: A103	£27.50
		<u>£1,851.82</u>

RESOLVED to note the above income.

155. ITEMS FOR INFORMATION - CORRESPONDENCE

EBC

- a) Erewash South Community Forum: Tuesday, 19 April cancelled. Next meeting 17/8/11
- b) Street party grants to celebrate the Royal Wedding: Submission by 8/4/11

DCC

- a) Children missing from education - publicity leaflet
- b) Review of public transport subsidies: www.derbyshire.gov.uk 'Your Council'
- c) Sacre – Annual Report 2009/10
- d) Bus shelter survey: None owned or maintained by the Parish Council

GENERAL

- a) SLCC Resolving workplace disputes: Consultation ends 20/4/11
- b) SLCC Regional Conference: Stoke 25/5/11 Legal and HR legislation
- c) Community Skills for Climate Change: Growing climate friendly communities grant
- d) NALC – Communities in Action – Conference dates

RESOLVED to note the above items of correspondence

156. ANY OTHER BUSINESS - (ITEMS FOR INFORMATION ONLY)

No other items of business were raised.

157. DATE AND TIME OF THE NEXT MEETING:

AGREED to change the date of the next meeting to **Tuesday, 17 May 2011.**

Planning Committee meeting	7.00pm
Full Council meeting	7.30pm

PART 2. CONFIDENTIAL INFORMATION – EXEMPT ITEM

158. TO MOVE THE FOLLOWING RESOLUTION

RESOLVED that in view of the confidential nature of the business about to be transacted it was advisable in the public interest, that the press and public be temporarily excluded and they were instructed to withdraw.

Cllr Major left the meeting.

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

159. TO CONSIDER STAFFING MATTERS

a) Clerk's hours to be confirmed

The Clerk left the meeting during discussion of this item. Upon her return, the Chairman informed her of the following decision:

RESOLVED that the Clerk's hours be set at 18 per week with immediate effect to encompass all her duties as Clerk, Responsible Finance Officer and Cemetery Manager.

Normal hours of work would be 9.30am to 2.30pm Monday, Tuesday and Wednesday, plus an additional 3 flexible hours working from home or as may be required by the needs of the Parish Council to attend day or evening meetings, training courses, burials or conferences.

b) Litter Picker cover

The Clerk reported that a staff member had submitted medical evidence for a further 4-week period to 11/4/11. Litter Picker cover was available should the period of incapacity continue beyond this time.

RESOLVED to note the above.

c) Request to work beyond retirement age

The Clerk reported that a staff member had provided a written request to work beyond retirement age to 19 July 2012.

RESOLVED to approve the request.

d) Statements of Main Terms of Employment / Staff Handbook

Copies of documents had previously been circulated to all Councillors.

The Staff Handbook included the following:

Equal opportunities policy, Personal harassment policy, Grievance procedure, Capability and Disciplinary procedures, Appeal procedures, Whistle-blowers procedures, General terms of employment, Health and safety, Welfare and hygiene procedures, Standards, Safeguards, Sickness/injury payments and conditions, Wages and salary payments and Holiday entitlements and conditions.

RESOLVED to adopt the Statements of Employment appropriate to each staff member and the general Staff Handbook, subject to the following:

The Clerk's Statement of Employment would be adjusted to take into account current office hours: Mon, Tues and Wed - 9.30am to 2.30pm

Advice would be sought to establish if all staff members were required to insure their vehicles for business use.

The Clerk confirmed she annually insured her car for business use.

The meeting closed at 8.20pm.

Signed by Chairman: _____

Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the ANNUAL PARISH COUNCIL meeting held on Tuesday, 17 May 2011 at 7.00pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

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

IN ATTENDANCE: Mrs M Bloor - Clerk to the Council

MEMBERS OF THE PUBLIC: 6 members of the public were present

Prior to the meeting commencing, all Councillors present signed the Declaration of Acceptance of Office in the presence of the Clerk.

Cllr Mrs Noskwith welcomed everyone to the meeting.

1. ELECTION OF THE PARISH COUNCIL CHAIRMAN FOR THE YEAR 2011/12

RESOLVED that Cllr Mrs A Noskwith be elected Chairman of the Parish Council for the ensuing year.

2. SIGNING OF THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

In accordance with the Local Government Act 1972, the Chairman, Councillor Mrs A Noskwith signed the Declaration of Acceptance of Office before the Clerk.

3. ELECTION OF THE PARISH COUNCIL VICE-CHAIRMAN FOR THE YEAR 2011/12

RESOLVED that Cllr A Hardy be elected Vice-Chairman of the Parish Council for the ensuing year.

4. SIGNING OF THE VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

In accordance with the Local Government Act 1972, the Vice-Chairman, Councillor A Hardy signed the Declaration of Acceptance of Office before the Clerk.

5. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr I Judson Work commitment

RESOLVED to accept the apology.

6. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

7. CODE OF CONDUCT

A copy of the Code of Conduct had previously been circulated to Members. Councillors agreed to abide by the Code.

8. COMMITTEE STRUCTURE 2011/12

1. **RESOLVED** that only the Chairman would be elected to each Committee ex officio. The Clerk would amend Standing Orders accordingly.
2. **RESOLVED** that election of the Committee Chairman would take place at the first convened meeting of each Committee.
3. **RESOLVED** that the under mentioned Councillors constituted membership of the following Committees for the ensuing year:

a) Planning Committee (9)

Cllr Mrs A Noskwith (Ex officio), Cllr Mrs J Chandler, Cllr G Dinsdale, Cllr A Hardy, Cllr A Hughes, Cllr P Hunt, Cllr I Judson, Cllr W Major and Cllr L White

Terms of Reference

The Planning Committee has delegated authority to make independent decisions upon planning applications, unless applications are brought before the full Council due to time restraints or the importance of the application.

b) Finance Committee (9)

Cllr Mrs A Noskwith (Ex officio), Cllr Mr S Bilbie, Cllr G Dinsdale, Cllr A Hughes, Cllr Mrs J Hulls, Cllr P Hunt, Cllr I Judson, Cllr W Major and Cllr Mrs N White

Terms of Reference

The Finance Committee meets in November to monitor the Council's spending, review its financial affairs, set the annual budget and determines the parish Precept and Concurrent Function's budget. Throughout the year there are monthly financial reports presented to the full Council for regular monitoring of income and expenditure.

c) Churchyard, Recreation and Road Safety Committee (9)

Cllr Mrs A Noskwith (Ex officio), Cllr Mr S Bilbie, Cllr Mrs J Chandler, Cllr Mrs S Dickman, Cllr Miss K Hales, Cllr A Hardy, Cllr Mrs J Hulls, Cllr L White and Cllr Mrs N White.

Terms of Reference

To meet as and when required throughout the year.

d) Personnel Committee

The Personnel Committee shall consist of the Chairman and all Members of the Council, with a quorum of 5 Members.

Terms of Reference

The Personnel Committee's role is to deal with all matters relating to employees the Parish Council may wish to deal with outside of a full Parish Council meeting.

The Parish Council delegates the power to the Personnel Committee to make decisions regarding employment matters on their behalf, including matters regarding grievance and disciplinary procedures.

Meetings shall be held as required.

It should be recognised that whilst the Personnel Committee are bound by the requirements to publicly advertise meetings and to publish Agendas and Minutes, that the majority of business is likely to be conducted in closed session due to the confidential nature of the business being transacted.

e) Personnel Committee – Sub Committees

Grievance and Disciplinary Panels

The Grievance and Disciplinary Panels shall consist of the Chairman and two Members, to be called upon as and when available.

Appeal Panel

The Appeal Panel shall consist of the Chairman or Vice-Chairman and two other Members, not previously involved, to be called upon as and when available.

9. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

RESOLVED that the under mentioned representatives be appointed to Outside Bodies as detailed below, for the ensuing year:

(a) Borough and Parish Council's Forum (EBC)

Any Member may attend.

(b) Memorial Institute Management Board of Trustees

Cllrs Mrs A Noskwith, Cllr S Bilbie, Cllr A Hardy, Cllr L White and Cllr Mrs N White. Mrs Uren would be invited to continue as a Trustee.

(c) Parish and Town Councils' Liaison Forum

Any Member may attend.

(d) Risley Education Foundation

It was noted that the term of office for the representative was four years (2010/2014) and the current representative was Mr F Jones.

The meeting closed at 7.20pm

Signed by the Chairman: _____

Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 17 May 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

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

IN ATTENDANCE: Mrs M Bloor - Clerk to the Council
PC C March and PCSO S Hill – Item 5

MEMBERS OF THE PUBLIC: 18 members of the public were present

Prior to the meeting commencing, Mr D Jenkinson (DCC – Rights of Way Officer) gave a presentation on changes to public rights of way across Stoney Clouds, since access through the Golf Course had recently been stopped.

In light of new diversion posts not being evident or accepted by walkers and problems arising with access, DCC had introduced 'way mark' posts in the area to clearly define the new public footpath line.

It was emphasised that anyone crossing private land to walk along obsolete footpaths could be considered as trespassing.

Mrs Johnson (local resident) was collating comments and evidence from residents and walkers to present objections to DCC's Legal Department in order to have the long established footpath and stile reinstated.

Mr Jenkinson answered questions and was thanked for attending.

In order to further publicise the route change, a map of the footpath diversion would be shown on the Parish Council website.

The Parish Council meeting commenced at 8.15pm.

PART 1. NON-CONFIDENTIAL ITEMS

1. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr I Judson Work commitment

RESOLVED to accept the apology.

2. VARIATION IN ORDER OF BUSINESS

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

3. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

4. PUBLIC SPEAKING

All Members of the public had left the meeting following the presentation.

RESOLVED that Item 4. b) of the Agenda would be removed, as reports by Police Officers, County Councillor and Borough Councillors would be shown separately on the Agenda, as given below.

5. TO RECEIVE REPORTS

The Chairman asked that written reports should be emailed to the Clerk a week prior to Council meetings so they could be collated and distributed with meeting papers. Urgent items could be brought to the meeting.

a) Police Report

PC Bentley was currently Acting Sergeant at Long Eaton and PC March was replacing him for the time being, possibly for the next two months.

PCSO Hill presented the latest crime figures. There had been 167 less calls in 2010/11 for incidents of anti-social behaviour compared with the previous year. Anti-social behaviour in Sandiacre and Risley was down by 31 per cent.

There had been incidents of anti social behaviour on Springfield Park and Doncaster Avenue Recreation Ground with damage to play equipment. Spray paint had been used to cover road signs and walls around Spencer Avenue and Sudbury Avenue. EBC would arrange for cleaning of the graffiti.

It was known that a vehicle was parking inconsiderately on Lock Lane by parking on the pavement, but the owner had been notified of the problem.

Councillors highlighted increased incidents of young people riding bikes on pavements and creating a hazard to pedestrians. Not all bikes had working brakes and posed a real danger to both pedestrians and road users.

Officers confirmed they would speak with young people when undertaking school visits to talk about road safety and warn them of the dangers.

Officers were thanked for attending and left the meeting at 8.25pm

b) County Councillor's Report

Cllr Major confirmed that the DCC subsidy for the number 19 bus had been withdrawn.

c) Borough Councillors' Report

Cllr Bilbie gave notice of temporary road closures for resurfacing work between 20 May and 10 June. The notice would be publicised on the website.

Cllr Bilbie highlighted that the road surface along Derby Road was in need of repair and that residents were concerned by road noise from vehicles.

Cllr Hulls reported that lights in the car park at Bridge Street were not working, but EBC had been informed.

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 21 - Staffing Matters

RESOLVED this item was deemed confidential in view of the items of business to be discussed related to staff members.

7. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 5 APRIL 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 5 April 2011, as previously circulated to Members, were signed as a correct record.

b) Matters Arising from the Minutes

Page 64. Doncaster Avenue Recreation Ground

To ensure user safety, seating on the Youth Shelter had recently been removed following acts of vandalism and anti social behaviour.

Page 65. Purchase of new pea-lights

New pea-lights had been received and included on the Asset Register.

8. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 5 April 2011, as previously circulated to Members, were signed as a correct record.

9. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

No announcements were made.

10. TO SET THE AMOUNT OF THE CHAIRMAN'S ALLOWANCE

RESOLVED to set the amount of the Chairman's allowance at £100.

11. ASSET REGISTER OF COUNCIL PROPERTY

RESOLVED to defer this item to the next meeting due to insurance changes.

12. YEAR END ACCOUNTS 2010/11 FOR SUBMISSION TO THE AUDIT COMMISSION

a) To accept the Annual Return for the Financial Year 2010/11

1. **RESOLVED** to approve the Annual Return and note the contents of Section 1 – Items 1 to 10.
2. **RESOLVED** to approve the Annual Governance Statement and note the contents of Section 2 – Items 1 to 9.

b) To receive the report of the Internal Auditor

The report of the Internal Auditor confirmed that internal controls were effective and the accounts were kept to a high standard and in good order.

There were no matters requiring the Council's attention.

RESOLVED to receive and note the report of the Internal Auditor.

The Clerk would send the Annual Return for the year ended 31 March 2010 to the Audit Commission.

The Chairman extended the Council's thanks to the Clerk for all the work she had undertaken on the accounts.

c) To appoint the Internal Auditor for 2011/12

RESOLVED to appoint Mr David Ingman as the Internal Auditor for 2011/12.

13. REPORT OF THE PARISH CLERK

a) Review of Internal Audit Plan and Financial Regulations

The Clerk had included the policy documents as part of the Councillors' introductory pack.

RESOLVED to include these items on the next Agenda for review.

b) Boaters to Erewash Event – 11 June to 19 June 2011

The event would be organised by Sandiacre Churches and The Boaters' Christian Fellowship and involved community activities throughout the week.

This would be a whole community event and all Councillors were invited to attend. Details would be displayed on notice boards and the Parish Council website.

c) Amendment to the Bank Mandate Form

New Councillors were invited to sign the mandate form and the Clerk would remove signatories who were no longer eligible to sign on the Council's behalf.

The Clerk had received confirmation from the bank that the Parish Council was considered to be an exempt local government authority and

consequently, only the Clerk was required to provide proof of identity for signing cheques.

14. PLANNING APPLICATIONS

ERE/0411/0037 **Land at 41 Springfield Avenue** Mr T Drew
Repositioning of previously approved bungalow ERE/0308/0028 (Plot 2) & revised design to (Plot 3)
RESOLVED that no objections be made. Comments: Potential overlooking of Plot 3 and 2A St James Court.

ERE/0411/0059 **45 Chestnut Grove** Mr C Hume
Erection of single storey rear extension and extension to single garage
RESOLVED that no objections be made.

The following application had been received on the day of the meeting and it was **RESOLVED** to consider the application and respond to the consultation.

ERE/0511/0016 **21 Starch Lane** Miss H Stockdale
Erection of boarding cattery building, associated office & isolation facility
RESOLVED that objections be made as follows:

The proposed commercial development would detrimentally affect the character and residential amenity of nearby residential properties.

There is potential for disturbance to nearby residents in terms of increased noise, smells and disturbance from activity associated with cattery use, vehicle movement and waste disposal.

The cattery offers 29 pens and there would be increased vehicle movement at collection and drop off times, especially at weekends and during the holiday season.

Off-road parking will accommodate only 3 vehicles. It should be considered if there is adequate space within the residential site to enable customer's cars to turn and exit the site in first gear onto a busy highway.

If there is insufficient on-site parking for customers, vehicles parking along Starch Lane would cause obstructions along a small and narrow one-way route and additionally, restrict resident's freedom to park in front of their properties, as there is limited off-road parking in the area.

Access to the property is on a bend that already experiences heavy use from HGV traffic travelling along Ilkeston Road. Further traffic generated by the development gaining access and egress to the site would create additional hazards for both pedestrians and drivers.

15. PLANNING DECISIONS

ERE/0311/0003 **Ground Floor Shop, 123 Derby Road**
Single-storey rear extension and retain replacement UPVC windows
Approved with conditions Delegated 19/04/11

ERE/0311/0013 **15 Beech Avenue**
Erection of first floor rear extension
Approved with conditions Delegated 21/04/11

ERE/0311/0027 **15 Rushy Lane**
Two-storey and single-storey rear extension plus a first-floor rear extension to dwelling Refused Delegated
3/5/11

16. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

22/11	Abolition of the Default Retirement Age from 1/10/11 Clerk vacancies – Wirksworth Town Council and Dale Abbey PC
23/11	East Midland's Allotments Officers' Forum Clerk vacancy – Calver PC
24/11	Future standards of conduct for Members of Local Authorities in England Proposed: Abolition of the current standards framework. 'NALC recommends once the new legislation is in force that a PC withdraws its existing Code of Conduct without replacing it'.
25/11	Landfill Communities Fund Grant from the DB Environmental Trust End of Aggregates Levy Fund Old Bolsover Town Council – RFO vacancy
26/11	Digital switchover and switchover help scheme Vacancy - Middleton & Smerrill Parish Council
27/11	Training course for Chairmen and prospective Chairmen HMRC free training courses
28/11	Revised First Edition of 'Standing Orders for Local Councils' Revision of Model Standing Order No. 32 <ul style="list-style-type: none"> • Responsibilities expected of a Clerk • Tabling motions for debate • Managing public participation at meetings • Financial and legal matters • The responsibility and management of staff • Handling complaints, requests for information and communications with the media

1. **RESOLVED** to note the above circulars
2. **RESOLVED** to include circular 28/11: Review of Standing Orders on the next Agenda
3. **RESOLVED** that consideration of Circular 27/11, training needs for Chairmen, would be considered at the September meeting

17. FINANCE

a) Accounts for payment

April			Net	VAT	Gross
1-Apr	1947 DALC	Subscription 1/4/11 to 31/3/12			£829.67
1-Apr	1948 DALC	Assoc. of Burial Authorities			£60.00
1-Apr	1949 Severn Trent	Cemetery: 1/4/11 and 1/10/11			£83.39
1-Apr	1950 Playground Supp	Inspections March 3,10,17,24,31	£220.00	£44.00	£264.00
1-Apr	1951 Mr Morris	Keys for parks and Cemetery			£33.94
24-Apr	DD Peninsula	HR and H/S services (6)	£125.00	£25.00	£150.00
27-Apr	1952 EBC	CRB checks - Two staff members			£70.00
3-May	DD Eclipse	Internet	£14.95	£2.99	£17.94
3-May	1953 E.on	Charges 1/1/11 to 31/3/11	£8.93	£0.45	£9.38
3-May	1954 Viking	Xerox printer ink cartridge	£154.99	£31.00	£185.99
3-May	1955 Mr Ault	Litter Picker salary			£262.52
3-May	1956 Mrs Bloor	Clerk salary (Pt 34 from 1/4/11)			£986.20
3-May	█ *Mr Mead	Litter Picker - No SSP to 4/5/11			£0.00
3-May	1957 HMRC	Tax & NIC			£318.92
17-May	1958 EBC	Hanging baskets (3/3)	£110.00	£22.00	£132.00

17-May 1959	Playground Supp	Inspections April 7,14,21,29	£176.00	£35.20	£211.20
3-May 1960	Andrew's GS	Cemetery: Flower bed/compound			£155.00
3-May 1961	EBC	Cemetery: Wheeled bin collection			£66.30
17-May 1962	Andrew's GS	Cemetery gardening			£60.00
17-May 1963	W G Richards	Cemetery: Repairs to statue			£140.00
17-May 1964	Horizon	Parks maintenance (1)	£1,059.00	£211.80	£1,270.80
17-May 1965	Zurich	Insurance 1/6/11 to 31/5/12			£3,181.13
		Total:	<u>£1,868.87</u>	<u>£372.44</u>	<u>£8,488.38</u>

RESOLVED to approve the above payments.

b) Income and Interest received

15-Apr	EBC	Precept and Concurrent Function	£64,552.00
09-May	Cemetery fee	IRO: G161 (Out of area - double)	£666.00
12-May	Cemetery fee	IRO: G175 (Out of area - double)	£673.00
		Total:	<u>£65,891.00</u>

30-Apr HSBC Business Account £0.64

RESOLVED to note the above income received.

c) Quotations received

Insurance cover Zurich Insurance Insurance 1/6/10 to 31/5/11 £3,205.20
 3 year agreement (2 of 3) Insurance 1/6/11 to 31/5/12 £3,181.13 Reduced
 Additional cover: Index linked: 3% for buildings and contents

COVER	Public liability	£10,000,000.00
	Employers liability	£10,000,000.00
	Libel and slander	£250,000.00
	Fidelity guarantee (Cllrs/staff)	£250,000.00
	Legal expenses limit	£100,000.00

RESOLVED to approve the above quotation.

d) Financial report / Bank reconciliation

RESOLVED to note the report presented by the Clerk.

18. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC	Notification of payment of the Parish Precept and Concurrent Function
DCC	Small Grant funding 2011 to 2012 received by EBC for Play scheme Parish and Town Council Liaison Forum Postponed to 23/6/11 6pm-8pm
GENERAL	None

19. DATE AND TIME OF THE NEXT MEETING

TUESDAY, 7 JUNE 2011

Planning Committee meeting 7.00pm
 Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

20. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted on a personal employee matter, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

21. TO CONSIDER STAFFING MATTERS

a) Litter Picker resignation from 4/5/11

The Clerk reported that Mr Mead had resigned as Litter Picker on health grounds and his resignation had been accepted, following advice received from Peninsula (HR Consultants).

Mr Mead was due leave entitlement for 2010 and 2011 and a final payment would be issued with the P45 in June.

1. **RESOLVED** that all leave entitlement due to Mr Mead should be paid
2. **RESOLVED** that the Clerk should send a letter of thanks to Mr Mead in appreciation for all his services to the Parish Council and to wish him a long and happy retirement

b) Litter Picker hours to be agreed for existing staff member

A request to cover Mr Mead's hours had been received from Mr Ault. Mr Ault had originally covered all the hours until a job share agreement was introduced. The Clerk had confirmed with Peninsula that additional hours could be offered to Mr Ault to revert back to the original arrangement.

RESOLVED that Mr Ault should be appointed Litter Picker for 2 hours per day, 6 days per week: Monday to Saturday. Mr Ault's leave entitlement would increase accordingly.

c) Litter Picker holiday cover for existing staff member

Several options were available to the Parish Council when considering cover for Mr Ault when he was on leave. However, the Clerk was still investigating the cost of each scheme.

RESOLVED to include this item on the next Agenda.

d) Statement of Main Terms and Conditions/Staff Handbook

The Clerk had met with Mr Ault to discuss the Statement and go through the Staff Handbook. Documents had been completed and Mr Ault had accepted the new terms and conditions of employment.

The Clerk would meet with the Chairman and Vice-Chairman on 21 June 2011 to discuss the above documents and go through the same process.

The meeting closed at 9.05pm

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 7 June 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith (Chairman)
	Cllr S Bilbie
	Cllr Mrs J Chandler
	Cllr Mrs S Dickman
	Cllr G Dinsdale
	Cllr Miss K Hales
	Cllr A Hardy (Vice-Chairman)
A	Cllr A Hughes
A	Cllr Mrs J Hulls
A	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
PCSO C March – Item 26 a)

MEMBERS OF THE PUBLIC: None

PART 1. NON-CONFIDENTIAL ITEMS

22. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr A Hughes	Holiday
Cllr Mrs J Hulls	Holiday
Cllr P Hunt	Holiday
Cllr I Judson	Work commitment

RESOLVED to accept the apologies.

23. VARIATION IN ORDER OF BUSINESS

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

24. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

25. PUBLIC SPEAKING

No members of the public were present.

26. TO RECEIVE REPORTS

a) Police Report

PCSO March presented the latest crime figures for Sandiacre and Risley.

Latest month to date (May)

Burglary	Stayed the same at 1
Other burglary	Reduction of 42.9% from 7 to 4
Theft from vehicles	Increase of 133% from 3 to 7
Criminal damage	Increase of 83% from 6 to 11
Overall Crime	Increased slightly by 19.5%, from 41 crimes recorded in May 2010 to 49 crimes recorded in May 2011

Year to date

Dwelling Burglary	Reduction of 50% 6 to 3
Other burglaries	Reduction of 50% from 12 to 6
Theft from vehicle	Increased 20% from 10 to 12
Theft of vehicle	Nil compared to 1 last year
Criminal Damage	Reduction of 36.4% from 22 to 14
<u>Overall</u>	Reduction of 12.5% compared to 2010's crime figures.

Councillors identified the following areas of concern:

1. There continued to be incidents of dangerous driving and disturbance from noise with mopeds being driven at speed. PCSO March explained how prosecutions could be made through Section 59 warnings
2. Incidents of vandalism were occurring on Doncaster Ave. Recreation Ground with damage to seating areas and broken tree branches.
3. A litter bin had been burnt out on Longmoor Lane
4. Inconsiderate parking was taking place at the junction of Park Drive and old Bostocks Lane with parked vehicles causing a hazard to other road users. It was noted there were no parking restrictions in force
5. Young people riding bikes along Derby Road were causing a hazard to pedestrians and motorists
6. Cars and vans were parking inconsiderately at the top of Woodside Road and Lancaster Avenue

PCSO March confirmed it was helpful if residents could record the location, time, date, description and registration numbers of vehicles to assist the police in finding those responsible. The police would respond to calls for service as soon as they were reported.

PCSO March was thanked for attending and left the meeting.

b) County Councillor's Report

Cllr Major's report had previously been circulated to Members with meeting papers.

c) Borough Councillors' Report

There was no report under this heading

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 39 a) and b) - Staffing Matters

RESOLVED that this item was deemed confidential in view of the items of business to be discussed that related to staff members.

28. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 17 MAY 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 17 May 2011, as previously circulated to Members, were signed as a correct record.

b) Matters Arising from the Minutes

Page 1. Stoney Clouds - Public footpath map

The public footpath map could not be displayed on the Parish Council website at the present time due to copyright. User registration was first required.

29. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED to note that the Planning Committee had not met in May and the full Council had considered planning applications.

30. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

No announcements were made.

31. REPORT OF THE PARISH CLERK

a) Outcome of the ROSPA Inspection

The Clerk confirmed that the ROSPA inspection had been carried out on 17/5/11 and play equipment and safety surfaces were generally in good condition. Areas identified for attention and repair would be prioritised.

RESOLVED that the Clerk would obtain quotations for work.

b) Mandate form for including new signatories

It was noted that the bank required a revised mandate form to be completed and all Councillors present were asked to provide details for re-submission.

Names removed: Mr and Mrs Bilbie, Mrs Blackler, Mr Blount, Mrs Davis, Mrs Nisbett, and Mrs Uren.

c) Valuation of the village Lock-up and Pound

The Clerk had received notification from DVS Property Specialists (for the public sector) that valuation of the lock-up was £10,000. The Clerk would proceed with registering the lock-up and compound in the name of the Parish Council with Land Registry.

d) Cemetery Health and Safety

The Clerk confirmed she had visited Kimberley Cemetery to observe how Broxtowe Borough Council's team of gravediggers excavated a grave meeting the latest health and safety standards with mechanical digging, safety gear and shoring graves hydraulically.

As a result, she wished to consult further with local Funeral Directors to see if their contracted gravediggers could adhere to current safety standards when digging graves at the Parish Council Cemetery.

RESOLVED that the Clerk would make further enquiries and report back findings at the next meeting.

32. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

- 29/11 Sport England – Protecting Playing Fields
- Human Resources Consultancy – Hampshire Assoc of Local Councils
- Clerk vacancy – Stoney Middleton
- Clerk vacancy – Hodthorpe and Belp
- HMRC – Free advice days
- 30/11 Election for Executive Committee 2011 - 2015

RESOLVED to note the above circulars

33. REVIEW OF INTERNAL AUDIT PLAN (Previously circulated)

Copies of the Internal Audit Plan had been previously circulated.

1. **RESOLVED** that the Clerk would have delegated authority to spend up to a total of £150 on urgent or essential items for the Parish Council.
2. **RESOLVED** that this item would be included on the next Agenda for final approval, with the above amendment included.

34. REVIEW OF FINANCIAL REGULATIONS (Previously circulated)

RESOLVED that this item would be included on the next Agenda for final approval.

35. FINANCE

a) Accounts for payment

June			Net	VAT	Gross	
	DD	Eclipse	Internet	£14.95	£2.99	£17.94
	DD	Peninsula	HR and H/S services (6)	£125.00	£25.00	£150.00
23-May	1966	Manpower	Litter Picker cover 8 hours May	£70.40	£14.08	£84.48
23-May	1967	Steelcraft	Repairs to roundabout gate	£150.00	£30.00	£180.00
23-May	1968	Manpower	Litter Picker cover 10 hours May	£88.00	£17.60	£105.60
7-Jun	1969	Steelcraft	Youth Shelter removal of seating	£60.00	£12.00	£72.00
7-Jun	1970	Blachere	Christmas pea-lights (30 strings)	£1,800.00	£360.00	£2,160.00
7-Jun	1971	Andrew's Gdn Serv	Cemetery maintenance			£125
7-Jun	1972	Playground Suppl's	Inspections May 6,12,19,26	£176.00	£35.20	£211.20
7-Jun	1973	Playsafety Ltd	Rospa annual inspection	£115.50	£23.10	£138.60

7-Jun	1974 Mr Ault	Litter Picker 12 hours pw + 1	£267.63
7-Jun	1975 Mrs Bloor	Clerk	£986.20
7-Jun	1976 Mr Mead	Litter Picker - Final payment	£106.11
7-Jun	1977 HMRC	Tax & NIC	£346.52
7-Jun	1978 Mr A Ault	Car insurance - business use	£38.38
			<hr/>
			£2,599.85 £519.97 £4,989.66

RESOLVED to approve the above payments.

b) Income and Interest received

Income	Cemetery fees	Mrs and Mrs Smith IRO: G181	£276.00
	Cemetery fees	Gillotts FS IRO: A112	£132.00
	Cemetery fees	A W Lymn IRO: G182	£674.00
		Total:	<hr/>
			£1,082.00

Interest	HSBC Deposit Account	31/05/2011	£1.95
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RESOLVED to note the above income received.

c) Quotations received

There were no quotations received.

d) Financial report / Bank reconciliation

Returned cheque 1952 £70 EBC - CRB checks for staff members

RESOLVED to note the report presented by the Clerk at the meeting.

36. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

GENERAL Local Councils Update – May 2011
 The Playing Field – Rural Action Derbyshire
 Vitalise – Request for funding
 Clerk magazine
 Clerks and Councils Direct

37. DATE AND TIME OF THE NEXT MEETING

TUESDAY, 5 JULY 2011

Planning Committee meeting 7.00pm
 Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

38. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted on a personal employee matter, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

39. TO CONSIDER STAFFING MATTERS

a) Staff car insurance

The Clerk confirmed that she had consulted with the Council's insurer and it was advised that staff members should obtain business cover if using their vehicles for carrying out approved duties. However, the Council did not pay a mileage allowance to the Litter Picker for travel between the two parks.

The Litter Picker had investigated the cost of insuring his car for business use and by changing provider mid term there would be a penalty charge of £30 plus the annual fee of £8.38 for 2011.

1. **RESOLVED** that the Parish Council would meet the full cost of the Litter Picker's additional premium for business use cover for 2011.
2. **RESOLVED** that the Parish Council would consider meeting the annual cost of the Litter Picker's business use cover, as an annual mileage allowance was not paid.
3. **RESOLVED** that the Council would annually review the limit of the business use cover payable to the Litter Picker to ensure efficiencies.
4. **RESOLVED** that all staff members should annually submit copies of their car insurance certificates to verify business use was held.

b) Tribunal Hearing

It was noted that an Employment Tribunal hearing was scheduled for Thursday, 11 August 2011.

Peninsula Legal Services were defending the claim and dealing with legal proceedings on behalf of the Parish Council.

The meeting closed at 8.50pm

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 5 July 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

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

IN ATTENDANCE: Mrs M Bloor - Clerk to the Council

MEMBERS OF THE PUBLIC: Mrs Spurr, J Potter and J Key (Residents)

PART 1. NON-CONFIDENTIAL ITEMS

40. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Miss K Hales	Work commitment
Cllr A Hardy	Convalescing
Cllr Mrs J Hulls	Holiday
Cllr Mrs N White	Family commitment

RESOLVED to approve the apologies for absence submitted by Councillors.

41. VARIATION IN ORDER OF BUSINESS

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

42. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

43. PUBLIC SPEAKING

Footpath diversion – Stoney Clouds

Mrs Spurr presented a letter she had received from Erewash Valley Golf Club outlining their support to the proposal for the footpath on its land from Stoney Clouds to be considered further with a view to it being relocated. However, it was noted that consultation with EBC and DCC was required before a footpath diversion could be introduced.

Cllr Major agreed to contact Mr Jenkinson (DCC) to inform him of the latest development and to establish what could be done to begin the process.

44. TO RECEIVE REPORTS

a) Police Report

PCSO March and PCSO Hill had offered apologies for being unable to attend the meeting due to work commitments and their report was circulated.

CRIME STATISTICS - LATEST MONTH TO DATE (JUNE) SANDIACRE & RISLEY	
Burglary	2 burglaries. Down 33% from June 2010
Other burglary	A reduction of 50% from 4 to 2
Theft from vehicles	Increase of 100% from 3 to 6 (Priority profile)
Criminal damage	Decrease of 25% from 8 to 6 compared to June 2010
Overall crime	Reduced by 27.3%, from 44 crimes recorded in June 2010 to 32 crimes recorded in June 2011
YEAR TO DATE - APRIL TO JUNE 2011	
Dwelling Burglary	Reduction of 44% from 9 last year to 5 this year
Other burglaries	Reduction of 50% from 16 to 8
Theft from vehicle	Up 38.5% from 13 to 18
Theft of vehicle	Down to 0 from 2 last year
Criminal Damage	Reduction of 33.3% from 30 to 20 this year.
Overall	Reduction of 17.1% compared to 2010's crime figures.

Sandiacre & Risley had 140 crimes recorded between April-June 2010 and 116 in the same period for 2011.

It was reported that a serious crime allegedly carried out on Hayworth Road Park had proved to be unfounded.

PRIORITY PROFILES

- 1) *Theft from Vehicles at Springfield Mill*
- 2) *Anti-social behaviour and drug use at Springfield Park*
- 3) *Motorbikes on the canal towpath*

Councillors asked if only Sandiacre statistics could be used and if clearer data could be provided, perhaps using comparisons to the previous month. Councillors also considered that it would be useful to know how priority profiles and previous items raised had progressed.

b) County Councillor's Report

Cllr Major's report had been circulated to Members prior to the meeting.

1. DCC had approved funding to Ladycross Infant School and Cloudside Junior School for improvement work to the buildings.
2. Derbyshire First Contact Scheme would be launched on 6 July 2011. First Contact acted as a single point of contact between people and a range of community-based support services and benefits.
3. During July, a questionnaire would be sent to a random sample of at least 4,500 residents across the county asking for their views on different issues. These ranged from the condition of roads and pavements provided by DCC to the quality of local bus services.

c) Borough Councillors' Report

There was no report under this heading

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 57 - Staffing Matters

RESOLVED that this item was deemed confidential in view of the items of business to be discussed that related to an individual staff member.

46. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 7 JUNE 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 7 June 2011, as previously circulated to Members, were signed as a correct record.

b) Matters Arising from the Minutes

Page 1. Stoney Clouds: Public footpath Rights of Way map

Approval of user registration for copyright purposes had been granted to allow the Parish Council to display maps on the website.

47. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 7 June 2011, as previously circulated to Members, were signed as a correct record.

48. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

1. Summer Recess: Delegated authority to the Clerk

The Chairman confirmed that it was usual for the Clerk to be given delegated authority to raise and pay cheques and respond to planning applications over the Summer recess.

RESOLVED that the Clerk be given delegated authority to raise cheques and respond to planning applications, following consultation with Cllr Mrs Noskwith (Chairman) and Cllr Dinsdale (Planning Committee Chairman).

2. Tesco store planning application: Impending re-submission

RESOLVED that the Clerk would consult with all Councillors if an urgent consultation response was needed for EBC and a Special Meeting of the Parish Council could not be called in time.

49. REPORT OF THE PARISH CLERK

a) Cemetery Health and Safety – Grave digging

The Clerk confirmed that she had spoken with local Funeral Directors and gravediggers regarding meeting current health and safety standards in the Cemetery grounds. She was continuing to make enquiries to establish how health and safety best practice could be guaranteed with grave digging.

RESOLVED that the Clerk would make further enquiries and report back her findings to Councillors.

50. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

- Circ 32/11 General
 Part night street lighting – DCC questionnaire: Response by 30/7/11
 Relaxation of planning rules for change of use from commercial to residential
 NALC's Communities in Action conference: Sheffield 19/7/11
 News in brief: Subscriptions, President of NALC, new DB's Parish Councils
- Circ 33/11 General
 DCC – Parish and Town Council Liaison Forum 23/6/11
 Clerk/RFO Weston Underwood PC and Dronfield Town Council

RESOLVED to note the above circulars.

51. REVIEW OF INTERNAL AUDIT PLAN

Copies of the Internal Audit Plan had previously been circulated.

1. **RESOLVED** to approve the Internal Audit Plan with the following insertion: -
2. **RESOLVED** that the Clerk may place orders up to the value of £150 for any urgent or essential items. (The Clerk shall report the action to the Council as soon as practicable thereafter).

52. REVIEW OF FINANCIAL REGULATIONS

RESOLVED that the Financial Regulations be approved, as circulated.

53. FINANCE

a) Accounts for payment – July

			Net	VAT	Gross
	Eclipse	Internet	£14.95	£2.99	£17.94
	Peninsula	HR and H/S services (8)	£125.00	£25.00	£150.00
5-Jul	EBC	CRB checks (2) standard	£52.00		£52.00
5-Jul	Andrews GS	Cemetery: Ground Mtce	£60.00		£60.00
5-Jul	E.on	Electricity supply to DARG	£98.53	£4.93	£103.46
5-Jul	Park Hall Design	Website maintenance (3)	£60.00		£60.00
5-Jul	Valuation Office	Valuation: Pinfold	£500.00	£100.00	£600.00
5-Jul	Andrews GS	Cemetery: Ground Mtce	£60.00		£60.00
5-Jul	BT	Calls and line rental	£122.23	£24.44	£146.67
5-Jul	Mr Ault	Salary - June	£262.52		£262.52
5-Jul	Mrs Bloor	Salary - June	£986.00		£986.00
5-Jul	HMRC	Tax / NIC's - June	£319.12		£319.12
5-Jul	D Ingman	Internal audit services	£290.00		£290.00
5-Jul	Mrs M Bloor	Receipt books (2) Cemetery	£4.98		£4.98
5-Jul	Playground Supp's	Inspections June (5)	£220.00	£44.00	£264.00
			£3,175.33	£201.36	£3,376.69

RESOLVED to approve the above payments.

b) Income and Interest received

	DCC: Litter Picking re-imbusement	
Income	27-Jun 1/10/10 to 30/9/11	£656.24
	29-Jun EBC: Summer Play Scheme	£1200
	30-Jun Hawleys: IRO: F Powers	£71.00
	Total:	<u>£1,927.24</u>

RESOLVED to note the above income received.

Interest HSBC £3.61

RESOLVED to note the above interest received.

c) Quotations received

There were no quotations received.

d) Financial report / Bank reconciliation at 30/6/11

RESOLVED to note the financial report presented by the Clerk.

54. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC Small Grants Fund 2011/12: £1200 approved for Summer Play Scheme
DCC Excellence in the Community Awards 2011
General Clerks and Councils Direct magazine July 2011

55. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 6 SEPTEMBER 2011

Planning Committee 7.00pm
Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

56. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted on a personal employee matter, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

57. TO CONSIDER STAFFING MATTERS

Staff member's appraisal

The Clerk reported that she had conducted an annual appraisal with the Litter Picker on 13 June 2011.

It was noted that he provided excellent service to the Parish Council.

The meeting closed at 8.20pm.

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 6 September 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith (Chairman)
	Cllr S Bilbie
	Cllr Mrs J Chandler
A	Cllr Mrs S Dickman
	Cllr G Dinsdale
	Cllr Miss K Hales
A	Cllr A Hardy (Vice-Chairman)
	Cllr A Hughes
	Cllr Mrs J Hulls
A	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

MEMBERS OF THE PUBLIC: No members of the public were present.

PART 1. NON-CONFIDENTIAL ITEMS

58. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Mrs S Dickman	Holiday
Cllr A Hardy	Convalescing
Cllr P Hunt	Holiday
Cllr I Judson	Work commitments

RESOLVED to approve the apologies for absence submitted by Councillors.

59. VARIATION IN ORDER OF BUSINESS

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

60. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

61. PUBLIC SPEAKING

No items were raised.

62. TO RECEIVE REPORTS

a) Police Report

PC Bentley and PCSO March had given apologies for being unable to attend the meeting and their report was circulated.

PCSO March had replaced PCSP Hill, who was now working at Long Eaton.

SANDIACRE & RISLEY CRIME STATISTICS – JULY 2011	
Antisocial Behaviour	Increase of 9 incidents this month, compared to 2010
Burglary	1
Criminal damage	4
Other burglary	1
Theft from vehicles	1
Overall crime	37 crimes recorded in July 2010 27 crimes recorded in July 2011
SANDIACRE & RISLEY CRIME STATISTICS - AUGUST 2011	
	Figures currently not available

1. Parking Issues

Patrols were continuing around Park Drive, Woodside Road, Lancaster Avenue and Oakfield Drive to ensure considerate parking and to deter vehicles from causing an obstruction.

2. Ensuring cyclists safety

Cyclists travelling at night without lights had been stopped and advised.

The police were working with Sandiacre Children's Centre to attend local schools in the Autumn term to deliver cycling proficiency courses.

Officers were also planning to attend local school assemblies to highlight general road safety issues, especially as darker nights were approaching.

3. Cycling along tow paths

Councillors noted there was no public right of way for cyclists using canal towpaths and anyone cycling on towpaths owned by British Waterways should first apply for a free cycle permit.

b) County Councillor's Report

Cllr Major's report had been circulated to Members prior to the meeting.

1. Changes to bus services in Derbyshire

Service 29 commenced service on 5/9/11. The new service would run between Long Eaton and Sandiacre, including Hayworth Road and Derby Road. It would replace the previous number 19 service.

2. DCC consultation: Equality and Diversity

DCC was consulting on a draft policy for equality and diversity, which would replace the current Equal Opportunities Policy, dated 2003. The consultation period ended on 31 October 2011.

3. DCC consultation: Road gritting provision

DCC was consulting on changing the way roads were gritted, especially after the severe weather conditions in 2010. The Authority wanted to grit the same amount of roads (1,555 miles) but to split them into two networks: primary and secondary and add a third 'tertiary' network.

The consultation ended on 12/10/11 and Parish Councils were invited to complete the winter service questionnaire.

c) Borough Councillors' Report

Cllr Mrs Hulls circulated her report, which included the following points:

1. Hayworth Road Park

Friends of Hayworth Rd Park had successfully run a 'Picnic in the Park' event in June, which had proved popular with residents and been well supported.

It was hoped the park could be considered as a venue to celebrate the Queen's Diamond Jubilee on 4/6/12 with a jubilee beacon being lit.

The park would soon benefit from a new path at the Netherfield Rd entrance towards the play area and EBC had introduced daily litter picker collections.

2. Tesco store application

Despite objections, the Borough Planning Committee had approved the Tesco store application in July. Details of Section 106 spending were awaited before the decision notice could finally be issued and published.

3. Deputy Mayor

Cllr Mrs Hulls had attended numerous events in her role as Deputy Mayor and had deputised for the Mayor on several occasions. She had especially enjoyed her time judging the Erewash in Bloom competition.

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 73 – Outcome of the Employment Tribunal Hearing 5/9/11

RESOLVED that this item was deemed confidential in view of the item of business to be discussed that related to an employee.

64. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 5 JULY 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 5 July 2011, as previously circulated to Members, were signed as a correct record.

b) Matters Arising from the Minutes

There were no matters arising.

65. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 5 July 2011, as previously circulated to Members, were signed as a correct record.

66. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

1. It was reported that the handrail on the canal bridge had still not been replaced by DCC despite reminders.
2. It was noted that there was a proposal in the Tesco store application for a new signal crossing to be installed on Longmoor Lane if the stop line at the crossroads was altered.

A decision notice had yet to be issued by EBC and Councillors were aware that it could take some time before this was published and work began.

67. REPORT OF THE PARISH CLERK

a) Cemetery Health and Safety / Grave digging

The Clerk confirmed that she had recently sought health and safety advice on grave digging procedures from both the Association of Burial Authorities and the Federation of Burial and Cremation Authorities.

She had been advised that a risk assessment should be carried out to assess current practices. The FBCA could arrange for an experienced Advisor/Trainer to carry out a full risk assessment of the Cemetery and advise the Council if current health and safety standards were being met, with particular regard to grave digging.

The Clerk had ordered the latest Cemetery guidance from the ABA at a cost of £25.

RESOLVED that the Clerk would explore the cost of having a complete risk assessment undertaken, to include grave digging and meeting current standards. Once received, the Clerk would consult with the Chairman to progress work.

b) Cemetery maintenance – Priorities for work

The Clerk confirmed that there had recently been a number of issues arise in the church grounds relating to urgent tree work and bank repairs.

Having received an urgent faculty from the Archdeacon and visits from the Borough Tree Officer and Conservation Officer, work had been carried out to remove a dead cherry tree and overgrown holly bush near a steep bank.

Work was also needed to replace a small wooden fence around the Crypt steps and replace dry walling along part of the bank leading to the side entrance of St Giles' Church.

RESOLVED that the Clerk obtain quotations for work.

c) Possible funding opportunities

The Clerk reported that she had recently sought a quotation for Councillors to consider improving the Skateboard Park facilities to bring them back to their original specification. Funding was restricted at the time of installation resulting in several ramps and jumps being removed from the design.

She was aware that several sources of funding were currently available should Councillors wish to consider ideas for other community projects.

d) Suggestions for marking the Queen's Jubilee 2012

Councillors were asked if they would like to mark the Queen's Jubilee celebrations in June 2012. Ideas could be forwarded to the Clerk.

e) Outcome of the meeting with EBC regarding Concurrent Functions budgets

It was reported that the Clerk and Cllr Mrs Noskwith had attended a meeting of senior Finance Officers and Parish Council representatives that afternoon as part of a consultation process to review Concurrent Functions funding.

It was expected that cuts in spending would be mandatory and the Borough Council anticipated a 30% reduction in their block grant, so every area of spending had to be considered for savings, including funding to Parish Councils. Additionally, EBC was reviewing the budget setting process to make funding fair for all from 2012/13, including non-parished areas.

It was not intended to withdraw Concurrent Functions budgets altogether, but to reduce them wherever possible. Potentially, any shortfall could be added to the Precept. Parish Councils were responsible for setting their own Precept (money raised within the Parish for inclusion in the Council Tax) and this could not be capped.

To inform local residents that Parish Councils were facing severe financial pressures and they were required to make savings, it was suggested that Councils could consult with their residents to ask them what they considered to be important for their area or which services could be withdrawn.

The outcome of the consultation process would be considered by Borough Councillors through the Task and Finish Group, Scrutiny Committee, Executive Committee and then the full Council for setting the 2012/13 budget.

As the budget setting process would shortly begin, it was important for Parish Councils to consult at the earliest opportunity.

It was noted that the Parish Council had robustly sought to make savings in the past whilst maintaining quality services for the whole community.

1. **RESOLVED** that the Clerk produce a questionnaire for residents to respond to the consultation on funding priorities for Sandiacre.
2. **RESOLVED** that the Clerk would seek a cost effective method of distributing questionnaires in September. Details could also be displayed on the Council website, notice boards and in local shops.

f) Civic and Remembrance Day service dates and times

Civic Service	St Giles Church	Sunday, 16/10/11	6.00pm
Remembrance Day Service	The Methodist Church, Butt Street	Sunday, 13/11/11	6.00pm
Parish Council Christmas Concert	Friesland School Main Hall	Monday, 5/12/11	7.00pm for 7.15pm start

g) Flower beds by the Co-op – Future maintenance

The Clerk reported that she had confirmation from Mr Bramwell (Head of EBC Parks Department) that responsibility for planting and maintaining of the flowerbeds by the Co-op could pass to the Parish Council, with funding transferred from the Concurrent Functions budget.

The Clerk had obtained a quotation for planting of shrubs and was awaiting details of an annual maintenance charge from the Parish Council grounds maintenance contractor to give an idea of the annual costs involved.

RESOLVED that the Clerk establish if maintenance costs could be transferred from EBC in order to maintain the neglected public amenity area outside of the Co-op.

h) Christmas lights: Up-lights by Padmore Moorings and the Co-op

The Clerk had obtained a quotation for installation of up-lights by the trees at Padmore Moorings and also by the Co-op.

It was noted that new energy efficient LED pea-lights had been purchased to provide a colourful festive display in the village centre, following the agreed decision to write-off 16 costly and ageing Christmas lamp column motifs.

RESOLVED that at the present time, it was prudent to make savings wherever possible and the addition of uplights could be considered in 2012, if funding allowed.

i) External Auditor's certificate received: Accounts approved for 2010/11

A copy of the Audit Commission report approving the Accounts had previously been circulated to Councillors.

The external Auditor raised no items and the Accounts were in order.

j) Clerk's workshop: Whaley Bridge 30/9/11

RESOLVED that the Clerk could attend the workshop at a cost of £5.

k) Planning training 14/9/11 at Long Eaton TH

RESOLVED that the Clerk, Cllrs Mrs Chandler and Cllr Mrs Noskwith attend the planning training provided by EBC Planning Department.

68. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

35/2011	<u>Training</u> CiLCA training dates – Autumn/Winter dates Action for Market Towns: Bidding for funding HMRC Workshops to December 2011 Law and Good Practice for Parish Councils – Various training dates
36/2011	<u>General</u> DCC Winter Service Questionnaire: What assistance can PC's offer DALC Executive Committee nominations Vacancy: Clerk/RFO Horlsey Parish Council Vacancy: Clerk/RFO Pilsley Parish Council Vacancy: Chief Officer Leicestershire and Rutland Quick employment tips for Councils as employers
37/2011	<u>General</u> Localism Bill – Progress so far Open Public Services White Paper: Devolve power to local communities Queens' Diamond Jubilee: Beacons to be lit in the UK 4/6/12 Vacancy: Clerk/RFO Wessington
38/2011	DALC President 2011/2012 – Annual election at the AGM 3/9/11
39/2011	Associate Membership of East Midlands Councils Vacancy: Clerk/RFO Stoney Middleton
40/2011	DALC AGM: Matlock 3/9/11 – Agenda and documents 'Get Derbyshire working' – Recruitment of young people affordable and effective. Workshop 23/9/11 Chesterfield
Email	Vacancy: Clerk/RFO Breadsall Parish Council

RESOLVED to note the above circulars.

69. FINANCE

a) Accounts for payment – August / September

			Net	VAT	Gross
DD	Peninsula	HR and H/S services (9)	£125.00	£25.00	£150.00
2-Aug	Andrews GS	Cemetery: Plant roses	£180.22		£180.22
2-Aug	Andrews GS	Cemetery: Ground maintenance	£60.00		£60.00
2-Aug	EBC	Cemetery: Bin collection 1/7 to 30/9	£66.30		£66.30
2-Aug	E.on	Quarterly charge: Street lighting	£8.93	£0.45	£9.38
2-Aug	Andrews GS	Cemetery: Repair stone wall	£130.00		£130.00
2-Aug	Shaw and Sons Ltd	Cemetery books x 2	£114.63	£22.93	£137.56
2-Aug	Mrs M Bloor	Batteries for office	£3.50		£3.50
20-Jul	J Cook (Plumber)	Replacement cheque for 1937	£50.00		£50.00
20-Jul	Horizon	Grounds maintenance less o/p £52.50	£954.00	£190.80	£1,144.80
20-Jul	Horizon	Grounds maintenance June	£1,006.50	£201.30	£1,207.80
20-Jul	Horizon	DARG: Tree work	£50.00	£10.00	£60.00
20-Jul	Memorial Inst.	Hire of hall: 1/10 to 5/7/11	£340.50		£340.50
2-Aug	Audit Commission	Audit fee 2010/11	£480.00		£480.00
2-Aug	Manpower	Litter Picker cover July 11-16 (12 hrs)	£104.04	£20.81	£124.85
2-Aug	Manpower	Litter Picker cover July 18-23 (12 hrs)	£105.60	£21.12	£126.72
2-Aug	Playground Suppl's	Repairs to play equipment	£76.00	£15.20	£91.20
2-Aug	Playground Suppl's	Inspections: July 7,14,21,28	£176.00	£35.20	£211.20
2-Aug	Mr Ault	Litter Picker salary July	£262.52		£262.52
2-Aug	Mrs Bloor	Clerk salary July	£986.20		£986.20

2-Aug	HMRC	Tax and NIC	£318.92		£318.92
DD	Eclipse	Internet	£14.75	£2.95	£17.70
DD	Peninsula	HR and H/S services (10)	£125.00	£25.00	£150.00
16-Aug	Manpower	Reminder for payment: £106.25	£357.82		£357.82
16-Aug	Andrews GS	Cemetery: Ground Mtce	£120.00		£120.00
16-Aug	Andrews GS	Pinfound compound: Clear and tidy	£40.00		£40.00
16-Aug	Horizon	Grounds maintenance June	£1,006.50	£201.30	£1,207.80
16-Aug	Horizon	Repairs following Rospa/dog bin/trees	£863.00	£172.60	£1,035.60
16-Aug	Viking Direct	Office supplies: stamps/folders/paper	£105.22	£8.04	£113.26
16-Aug	Manpower	Litter Picker cover: 6 hours	£52.80	£10.56	£63.36
16-Aug	Andrews GS	Cemetery: Fell and remove dead tree	£100.00		£100.00
16-Aug	Andrews GS	Cemetery maintenance	£60.00		£60.00
16-Aug	Land Registry	Register Pinfold	£50.00		£50.00
6-Sep	Manpower	Litter Picker cover 2 hours w/e 14/8	£17.34	£3.47	£20.81
6-Sep	Manpower	Litter Picker cover 2 hours w/e 21/8	£17.60	£3.52	£21.12
6-Sep	E.on	Electricity Toilet Block DARG to 25/8	£27.06	£1.35	£28.41
6-Sep	Playground Suppl's	Inspections: Aug 4,11,18,25	£176.00	£35.20	£211.20
6-Sep	A Ault	Salary August (Plus 1 hour)	£267.43		£267.43
6-Sep	M Bloor	Salary August	£986.20		£986.20
6-Sep	HMRC	Tax and NIC	£320.32		£320.32
6-Sep	Mrs Bloor	Car park charge - Tribunal 5/9/11	£8.80		£8.80
6-Sep	Park Hall Designs	Website (3) Hosting / Domain name	£134.39		£134.39
		Total:	£10,449.09	£1,006.80	£11,455.89

RESOLVED to approve the above payments.

b) Income and Interest received

11-Jul	R Smeeton Memorials IRO: G189	£17.00
18-Jul	HMRC tax refund	£1,691.28
20-Jul	Cemetery fees: IRO G173 and A120	£463.00
11-Aug	Cemetery fees: IRO G72 and A110	£254.00
31-Aug	Cemetery fees: IRO A109, G96, G171, G172	£922.00
		<u>£3,347.28</u>

RESOLVED to note the above income received.

31-Jul	HSBC interest	£3.84
31-Aug	HSBC interest	£2.83

RESOLVED to note the above interest received.

c) Quotations received

Quotations were previously reported.

d) Financial report / Bank reconciliation

RESOLVED to note the financial report presented by the Clerk.

70. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC Consultation with Parish Councils on Concurrent Functions 6/9/11
DCC Enhancing Winter service provision: Response by 30/9/11
Improving gritting to roads: Move to 3 categories: Response by 12/10/11
General The Clerk magazine: May and July
The Playing Field magazine: Summer 2011
Local Councils Newsletter: Update August 2011
Police: Neighbourhood Panel meeting: Monday, 26/9/11 at 6.30 Library
E.on: General price increases from 4/8/11
Rural Horticultural Society: Britain in Bloom campaign for all Councils
Queen Elizabeth II Fields Challenge

71. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 4 OCTOBER 2011

Planning Committee 7.00pm
Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

72. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted relating to a past employee, it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

73. EMPLOYMENT TRIBUNAL HEARING OUTCOME

It was reported that the case was adjourned due to non-attendance of the claimant's representative.

The Hearing was to be rescheduled to a date not yet specified.

The meeting closed at 8.25pm.

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 4 October 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

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

IN ATTENDANCE: Mrs M Bloor - Clerk to the Council
PC Bentley – Item 78

MEMBERS OF THE PUBLIC: Mrs R Heydon

PART 1. NON-CONFIDENTIAL ITEMS

74. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Miss K Hales Prior engagement
Cllr A Hardy Convalescing

RESOLVED to approve the apologies for absence submitted by Councillors.

75. VARIATION IN ORDER OF BUSINESS

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

76. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

77. PUBLIC SPEAKING

Mrs Heydon asked Councillors if they intended to participate in the Government's new Neighbourhood Planning initiative, since it was important in determining planning priorities for local communities.

Cllr Mrs Noskwith explained that new planning policies were to be introduced as part of the Localism Bill currently going through Parliament. Different areas of the country were piloting the introduction of the Neighbourhood Planning scheme after receiving funding, but the initiative had not yet reached Derbyshire and DCC had not yet been invited to participate.

Each community would be consulted on whether to introduce a Neighbourhood Plan. If more than 50% of people voting in a local referendum supported a Plan, each Local Authority was required to introduce one.

To date, the Parish Council had not been consulted by EBC or DCC (the Planning Authorities) on whether to introduce a Neighbourhood Plan.

78. TO RECEIVE REPORTS

a) Police Report

PC Bentley reported that PC March was off duty at the present time and PCSO Hill would cover for her, as and when available, until her return.

	2011	2010	Volume
Assault	46	49	-3
Robbery	5	2	3
Burglary - Dwelling	13	24	-11
Burglary - Other	22	27	-5
Theft from vehicles	30	21	9
Interference with vehicles	0	3	-3
Criminal damage	39	54	-15
Drug offences	11	110	0
Other crime	61	74	-13
All crime	227	265	-38

Following an incident at Hayworth Road Stores, an arrest had been made.

Priority Profiles

1. Anti-social behaviour on St Giles Park and at Stoney Clouds
2. Anti-social behaviour on the canal towpath
3. Tackling cycling safety

High visibility patrols would be increased to tackle anti social behaviour and cyclists will be given advice on keeping safe during darker nights.

Councillors highlighted that cars were inconsiderately parking on grass verges along Hayworth Road and blocking the view of on-coming traffic on the brow of the hill.

Councillors asked if additional patrols could be introduced around Halloween and if cyclists could be alerted to ensuring the safety of pedestrians, people with disabilities and vehicles.

It was noted that there were still incidents of anti-social behaviour on Springfield Park. Two sturdy metal gates to play areas had been damaged and were now kept in safe storage after apparently being targeted for scrap metal. It was not intended to have them repaired and put back at the present time because of the re-occurring problem of metal theft in the area.

PC Bentley was thanked for his report and left the meeting at 7.50pm.

b) County Councillor's Report

Drive to recruit 700 apprentices - (www.derbyshire.gov.uk/apprenticeships)
DCC had launched a new apprenticeship scheme for young people that would create 500 apprenticeships over the next four years, with a further 200 training opportunities expected. Training grants would be offered for small and medium sized companies in Derbyshire to recruit school leavers.

Derbyshire Eco Challenge - (derbyshire@globalactionplan.org.uk)
DCC had teamed up with the environmental charity Global Action Plan to give Derbyshire residents advice via email on cutting bills and helping the environment.

Community Action Grants

DCC was offering Community Action Grants of up to £1,000 to help small groups run projects that improved life in their local community. Groups from across Derbyshire were invited to apply by 14 December 2012. Applications were considered every three months and the next deadline was 28 October 2011.

c) Borough Councillors' Report

There was no report under this heading.

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 89 – Outcome of Employment Tribunal Hearing

RESOLVED that this item was deemed confidential in view of the item of business to be discussed that related to an employee.

80. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 6 SEPTEMBER 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 6 September 2011, as previously circulated to Members, be signed as a correct record.

b) Matters Arising from the Minutes

Page 25. Public Consultation Questionnaire – Spending Priorities 2012/13
The Clerk had arranged for 4,000 questionnaires to be distributed into the community and details had appeared on the Parish Council website.

Page 26. Clerk's Report: Workshop at Whaley Bridge
The Clerk confirmed that she had not attended the training course. She had been informed it was likely to be cancelled due to lack of interest.

Page 26. Planning Training
Cllr Hunt, Cllr Chandler and the Clerk had attended planning training on 14 September 2011. Course material had been circulated to all Councillors.

81. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 6 September 2011, as previously circulated to Members, be signed as a correct record.

82. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

The Chairman made no announcement.

83. REPORT OF THE PARISH CLERK

a) Cemetery Health and Safety / Grave digging

The Clerk reported that for a fee of £550, a Federation of Cremation and Burial Authorities Consultant/Trainer would visit the Parish Council Cemetery to undertake a full risk assessment of the grounds and working practices, including grave digging and a report would be produced for the Council.

Gravediggers had been consulted and had confirmed their support. They would meet with the FCBA Assessor and Clerk on a date yet to be confirmed.

RESOLVED that the quotation of £550 for a risk assessment and report be approved.

b) Borough and Parish Forum Meeting 24/10/11

The Clerk reported that the Borough and Parish Forum Meeting would be held on 24 October 11 at Long Eaton Town Hall from 3.30pm.

84. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

- | | |
|------------|--|
| Circ 41/11 | Consultation by DCC – Gritting Derbyshire roads
NALC/CLG Survey on public borrowing and village shops
Clerk/RFO vacancy Breadsall
Clerk/RFO vacancy Sudbury |
| Circ 42/11 | Localising support for Council Tax in England
Green space workshop – East Midlands
Work experience in Parish Councils for young people - 18 to 24 years
Rural Action Derbyshire – AGM |
| Circ 43/11 | The Bribery Act 2010 – Impact on local Councils |
| Circ 44/11 | Free training in planning: Road shows: 19/10/11, 1/11/11 & 9/11/11 |
| Circ 45/11 | Sports England's Ionic Facilities Fund – Second Round of funding
Village SOS Active – Power of Well Being Opportunity
Minutes of DALC Executive Committee meeting held 3/9/11 |
| Circ 46/11 | 2013 Review of Parliamentary constituencies in England
LCR surveys 2011
Future of Standards in Conduct of Members of Local Authorities
Derbyshire Police Authority – Local policing review 2011 |
| Circ 47/11 | Audit Commission work to be put to tender
Prince's Fund re-opens – Projects for rural communities
Internet banking and Section 150 (5)
Markham Vale mining heritage event 21/10/11
DCC Parish Forum 10/11/11 6pm – 8pm County Hall |
| Circ 48/11 | Code of Recommended Practice for Local Auth's. Data transparency – only applies to Parish Councils if income exceeds £200,000
Clerk vacancy – Shipley PC
Allotments Officers' Forum 22/11/11 |

RESOLVED to note the above circulars.

85. FINANCE

a) Accounts for payment – September

		Net	VAT	Gross
Eclipse	Internet	£14.95	£2.99	£17.94
Peninsula	HR and H/S services (11)	£125.00	£25.00	£150.00
Horizon	Grounds maintenance June	£1,006.50	£201.30	£1,207.80
Horizon	General parks maintenance	£349.00	£69.80	£418.80
Manpower	Litter Picker cover w/e 4/9/11 4 hours	£35.20	£7.04	£42.24
Ass of Burial Auth	Cemetery information leaflets	£26.15	£0.00	£26.15
Viking Direct	BT phone	£49.99	£10.00	£59.99
EBC	Summer Play Scheme	£2,451.60		£2,451.60
Mastaprint	Consultation questionnaires (4,000)	£95.00	£19.00	£114.00
BT	Calls and charges	£146.78	£29.35	£176.13
Andrews GS	Cemetery maintenance	£60.00		£60.00
Andrews GS	Cemetery tree work	£60.00		£60.00
Andrews GS	Cemetery maintenance	£60.00		£60.00
Mr A Ault	Salary - September	£262.52		£262.52
Mrs Bloor	Salary - September	£986.00		£986.00
HMRC	Tax and NIC September	£319.12		£319.12
Topper	Distribution of questionnaires	£58.90	£11.78	£70.68
Play-Ground Suppl's	Inspections (5) September	£220.00	£44.00	£264.00
	Total:	£6,326.71	£420.26	£6,746.97

RESOLVED to approve the above payments.

b) Income and Interest received

28-Sep Wathall FD: IRO G191	£794.00
28-Sep Co-op FS: IRO G178	£397.00
28-Sep Co-op FS: IRO J Higton	£72.00
28-Sep R Smeeton: IRO G139	£17.00
28-Sep A W Lymn: IRO J E Simpkins	£72.00
	<u>£1,352.00</u>

RESOLVED to note the above income received.

30-Sep HSBC interest £2.83

RESOLVED to note the above interest received.

c) Quotations received

1. Fawns – Skate Board Park improvements

A quotation for improvements to the Skate Board Park with added jumps and ramps had exceeded the financial limit agreed and could not be considered. The Clerk would continue to make enquiries for improvement work and funding.

2. Federation of Cremation and Burial Authorities

As previously minuted, Councillors approved the quotation of £550 for the FCBA to undertake a risk assessment of the Cemetery.

3. Horizon – Repairs to perimeter bank wall at St Giles’ Church

It was noted that the Clerk and Cllr Hughes would meet with Horizon Landscapes (the Parish Council’s grounds maintenance contractor) on 10 October 2011 to establish a solution to maintaining the stability of the bank by the perimeter path leading to St Giles’ Church.

4. Renewal subscription SLCC - Local Councils Up-date from November 2011

The Clerk advised Councillors that subscription to SLCC was useful to obtain current legal guidance and regular information reports.

RESOLVED to subscribe to SLCC for the coming year.

d) Financial report / Bank reconciliation

RESOLVED:

1. To note the financial report and bank reconciliation presented by the Clerk
2. That the Clerk present budget position reports each quarter

86. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC	Aligned Core Strategy: Strategic Housing Land - Consultation ends 31/10/11 (Sites at Ilkeston West & Quarry Hill Rd, Ilkeston) Dog Control Order in Erewash – Survey response by 10/10/11
DCC	Local Transport Plan published for 2011-2016 & 2011-2026 Temporary road closure: Ilkeston Road/Stanton Gate Young Achievers Award 2011
GENERAL	Derbyshire Wildlife Trust – Saving Great Trees leaflet Erewash Community Transport – Request for funding NALC – How to respond to planning applications Local Councils Update - September 2011 Ringmaster: Growing problem of metal theft NHS changes in healthcare: Event 12/10/11 Long Eaton TH 6.30pm Mrs McGrath: Request for 2 individual roses at the Cemetery Mr Higton: Request for bench and rose at the Cemetery Local Council Update: October 2011

RESOLVED:

- a) To note the above items of correspondence
- b) That a contribution to Erewash Community Transport be made from proceeds of the Christmas Concert
- c) To approve the cost of a standard rose in the Parish Council Cemetery’s new flower bed, including 7 year maintenance: £75
- d) To approve the request from Mrs McGrath for 2 standard roses to be planted in the Parish Council Cemetery
- e) To approve the request from Mr Higton for a bench and standard rose to be placed in the Parish Council Cemetery in memory of his late wife.

87. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 1 NOVEMBER 2011

Planning Committee 7.00pm
Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

88. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted relating to a past employee, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

89. EMPLOYMENT TRIBUNAL HEARING OUTCOME

It was reported that the applicant had withdrawn the case against the Parish Council for unfair dismissal.

The meeting closed at 8.35pm.

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 1 November 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

A	Cllr Mrs A Noskwith (Chairman)
	Cllr S Bilbie
	Cllr Mrs J Chandler
A	Cllr Mrs S Dickman
	Cllr G Dinsdale
	Cllr Miss K Hales
	Cllr A Hardy (Vice-Chairman)
	Cllr A Hughes
	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
PCSO S Hill and PCSO C March – Item 94

MEMBERS OF THE PUBLIC: Mr R Barker

PART 1. NON-CONFIDENTIAL ITEMS

In the absence of Cllr Mrs Noskwith, Cllr Hardy (Vice-Chairman) chaired the meeting.

Councillors welcomed Cllr Hardy back after his recent spell in hospital.

90. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Mrs A Noskwith	Minor operation
Cllr Mrs Dickman	Holiday
Cllr I Judson	Prior engagement

RESOLVED to approve the apologies for absence submitted by Councillors.

91. VARIATION IN ORDER OF BUSINESS

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

92. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

93. PUBLIC SPEAKING

Mr Barker raised the following issues:

- a) Pedestrian and vehicle safety at the junction of Shaftesbury Avenue and York Avenue due to a lack of junction signs and clear road markings. Additionally, cars parked close to the junction restricted visibility.
- b) The poor condition of the road surface on Derby Road near the traffic lights in the village centre. Resurfacing work was required because HGV traffic had worn away the road surface leaving only gravel in places.

Cllr Major confirmed he would inform DCC Highways Department of the issues raised.

The Clerk was asked to establish if highway-resurfacing work would be carried out in the village centre through Section 106 money from the Tesco store development.

Mr Barker thanked Councillors for their support and left the meeting at 7.35pm.

94. TO RECEIVE REPORTS

a) Police Report

Apologies were given on behalf of PC Bentley.

PCSO Hill explained he had recently been covering for PCSO March, but since she had returned to full duties, he would be returning to Long Eaton.

Sandiacre & Risley – October 2011

Anti-social behaviour	2010: 21	2011: 36
	An increase of 15 incidents this October, compared to 2010	
Burglary	7	
Other burglary	7	
Theft from vehicles	5	
Theft of vehicles	2	
Criminal damage	9	
Robbery	1	
Overall	October 2010	36 crimes recorded
	October 2011	51 crimes recorded

Updates since the last meeting

- 1) There had been an increase in burglaries in Sandiacre over the past month
- 2) PC Bentley was currently involved in an operation to target vehicle crime
- 3) The police were aware of several incidents of anti-social behaviour and damage around St Giles' Church
- 4) The public could now ring 101 for non-emergency calls instead of 0345
- 5) Operation Calanthia had recently been set up to tackle the growing problem of metal thefts throughout Derbyshire

Cllr Mrs Chandler reported that some cyclists were riding irresponsibly along King Edward Road and posing a danger to pedestrians and road users.

PCSO March confirmed the police were working to educate young cyclists about road safety through cycling proficiency courses. Free bike lights and safety leaflets were being distributed.

b) County Councillor's Report

Part night street lighting – DCC Consultation

To gain the public's views on restricting the use of public lighting.

Consultation - 19 October 2011 to 06 December 2011

www.derbyshire.gov.uk/partnightlighting

The Parish Council would respond to the consultation.

'Tell us once'

Derbyshire councils, in partnership with the Department for Work and Pensions had launched the county's new 'Tell Us Once' service, which would be offered to those registering a birth or death.

DCC Sports Action Grant

The Sports Action Grant fund of £180,000 had been set up to encourage clubs and community groups to promote healthy and active lifestyles. Anyone interested in applying for a grant could sign up for email alerts to receive the latest news: www.derbyshire.gov.sportsactiongrant

c) Borough Councillors' Report

There was no report under this heading.

d) Representatives from Outside Bodies Report

There was no report under this heading.

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

Agenda Item 106 - Grounds Maintenance and Amenity Areas Tenders

Agenda Item 107 - The Clerk's Appraisal

RESOLVED that these items be deemed confidential in view of the items of business to be discussed that related to Council contracts and an employee.

96. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 4 OCTOBER 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 4 October 2011, as previously circulated to Members, be signed as a correct record, with one amendment: Cllr Mrs White was absent from the last meeting and had sent apologies.

b) Matters Arising from the Minutes

Page 32. Public Consultation Questionnaire – Spending Priorities 2012/13

The Clerk had arranged for 4,000 questionnaires to be distributed into the community through the Topper newspaper and local businesses. Additionally, details had appeared on the Parish Council website.

Seventeen responses had been received and most items for improvement related to services that were provided by the Borough Council, such as street cleansing, graffiti removal, the work of Dog Wardens and village litter picking.

The majority of residents did not object to a small increase in the Precept to maintain the current level of service provided by the Parish Council that included: grounds maintenance of Springfield Park, Doncaster Avenue Recreation Ground, the Church and Cemetery grounds and flower beds.

Page 33. Cemetery Health and Safety / Grave Digging

The Clerk confirmed that she had met with Mr Thomson, an Adviser from the Federation of Cremation and Burial Authorities who would be producing a report for the Parish Council on his findings of Cemetery safety.

97. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 4 October 2011, as previously circulated to Members, be signed as a correct record.

98. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

The Chairman made no announcement.

99. REPORT OF THE PARISH CLERK

a) Outcome of the Borough and Parish Forum Meeting 24/10/11

The Clerk reported that she had attended the meeting and information had been provided on the following items:

- Progress and implications of the Localism Bill
- How the police were dealing with metal thefts
- Possible closure of police houses through an estates review
- EBC's strategic housing plan over the next 5 years: EBC looking for development of green field sites, not greenbelt land
- Parish Councils' Concurrent Functions budgets for 2012/2013

b) Outcome of the Clerk's meeting with EBC: Concurrent Functions spending

The Clerk had met with Mr G Sandars (EBC - Chief Accountant) and all areas of the Parish Council's Concurrent Functions spending had been examined.

EBC wanted to identify a fair method of allocating the Concurrent Functions budget to Parish Councils, especially as each parish was different in size, population, public open spaces and amenity areas.

Concurrent Functions allocations would be considered by EBC, as follows:

November	Task and Finish Group appointments for Parish Councils
10/11/11	Scrutiny Committee
1/12/11	Report to the Executive Committee
8/12/11	Full Council to decide budget allocations for 2012/2013

c) Summer Play Scheme

It was reported that not all places had been taken on the Summer Play Scheme, run on behalf of the Parish Council by Friesland Sports Centre for 2 weeks in August at a cost of £2,451.60. Unfortunately, the Clerk had not been notified that places remained empty until the Sports Centre had completed the EBC grant monitoring form and the Clerk had been sent a copy.

RESOLVED that the Clerk would write to Friesland Sports Centre informing them of the above and look into alternative Play Scheme provision for 2012.

d) Tree inspection – Parks and Cemetery

The Clerk had met with Mr Coupe from Poplar Tree Services who had confirmed he could undertake a tree survey of the parks and Cemetery and Church grounds at a total cost of £275.

RESOLVED to accept the quotation of £275.

e) Community Payback Scheme – Cemetery and Church grounds

The Clerk had recently met the original Supervisor of the Community Payback Team (CPT) who was offering to return to the Cemetery and Church grounds now she had been re-located to Derby CPT each Tuesday.

The Clerk had subsequently met with the Supervisor's Manager (Derby CPT) and it had been established that a regular and improved work schedule could be put into place to allow low-level maintenance work of the Church grounds and St Giles' Church Hall grounds throughout the year.

Councillors expressed their support of the improved scheme.

f) Christmas concert arrangements

The Clerk confirmed that publicity posters and tickets for the Christmas concert had been distributed. The event would be held on Monday, 5 December 2011 at Friesland School Hall. Tickets cost £4 each and the event started at 7.15pm and was open to all members of the community.

Sandiacre Male Voice Choir sold the majority of tickets and they were also available from the Clerk, Friesland School and Long Eaton Silver Prize Band.

The Clerk would undertake a risk assessment with site staff nearer the time.

100. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

- Circ 49/11 Law and Good Practice training: £15 per delegate 23/11/11, 14/12/11 and 20 February 2012 at 6.30pm
Minutes and procedures training: 13/2/12 Little Eaton
Being a Good Councillor training Ashover 19/1/12 at 6.00pm
- Circ 50/11 2011 Young Achievers Awards: Open for nominations
www.youngachievers.org
- Circ 51/11 Clerk vacancies – Bolsover Town Council and Ticknall
Rural Action Derbyshire – Local buying syndicates for domestic heating oil.
Localism Bill – Update - Report Stage in the House of Lords
- NALC concerns over proposal to abolish the Code of Conduct
 - NALC supports a mandatory Code of Conduct for all Councils
 - NALC broadly welcomes reforms to the planning system including Neighbourhood Plans and Neighbourhood Development Orders
- Circ 52/11 Clerks' Day 11/4/12 £30 per delegate at Marehay, Ripley
Including: Peninsula – Good Employer practices

RESOLVED to note the above circulars.

101. MEETING SCHEDULE FOR 2012/2013

Tuesday, 10 January	*Second Tuesday in the month	
Tuesday, 7 February		
Tuesday, 6 March	Annual <u>Parish</u> Meeting	6.30pm
	Planning	7.00pm
	Full Council	7.30pm
Tuesday, 3 April		
Tuesday, 1 May	Annual <u>Parish Council</u> Meeting	6.30pm
	Planning	7.00pm
	Full Council	7.30pm
Tuesday, 12 June	*Second Tuesday in the month	
Tuesday, 3 July		
Summer Recess	No meetings held	
Tuesday, 4 September		
Tuesday, 2 October		
Tuesday, 6 November		
Tuesday, 4 December		

*Bank Holidays: 2/1/12 New Years Day and 5/6/12 Diamond Jubilee Holiday

RESOLVED to approve the above dates and times.

102. FINANCE

a) Accounts for payment – October

DD	Eclipse	Internet	£14.95	£2.99	£17.94
DD	Peninsula	HR and H/S services (11)	£125.00	£25.00	£150.00
2047	Andrews GS	Cemetery grounds maintenance	£60.00		£60.00
2048	Horizon	Grounds maintenance September	£1,006.50	£201.30	£1,207.80
2049	Mrs M Bloor	Cemetery: Wood for stakes	£6.24		£6.24
2050	Audit Comm	Replacement for cheque 2004	£480.00		£480.00
2051	SLCC	Annual membership	£135.00		£135.00
2052	EBC	Cemetery: Bin collection to 31/12/11	£66.30		£66.30
2053	Viking	Office supplies: Stamps/ink/binders	£104.74	£7.95	£112.69
2054	E.on	Supply 1/7/11 to 30/9/11	£8.93	£0.45	£9.38
2055	EBC	Elections charges	£5,437.66		£5,437.66
2056	Co-op FC	Refund of overpayment A70	£44.00		£44.00
2057	Co-op FC	Refund of overpayment A109	£44.00		£44.00
2058	Mr Ault	Salary October	£227.15		£227.15
2059	Mrs M Bloor	Salary October	£986.20		£986.20
2060	HMRC	TAX and NIC October	£310.12		£310.12
2061	Horizon	Cemetery: Felling holly tree	£765.00	£153.00	£918.00
2062	Fibrous Ltd	Cemetery: Bronze plaque IRO: A70	£69.43	£7.50	£76.93
		Total:	£9,891.22	£398.19	£10,289.41

RESOLVED to approve the above payments.

b) Income and Interest received

4-Oct	Co-operative FC: IRO A118	£178.00
4-Oct	Co-operative FC: IRO A118	£28.00
4-Oct	Co-operative FC: IRO A70	£46.00
19-Oct	Hawleys IRO: G182 (Headstone)	£72.00
19-Oct	Mr Higton (Standard rose for A70)	£75.00

19-Oct	Mrs McGrath (Rose and plaque)	£293.00
19-Oct	Mr Higton (Standard rose for self)	£75.00
21-Oct	Mr T I Edwards to reserve Plot A117	£66.00
21-Oct	Lymns IRO: A115	<u>£132.00</u>
	Total:	<u>£965.00</u>

RESOLVED to note the income received.

31-Oct HSBC interest £3.24

RESOLVED to note the interest received.

c) Quotations received

Ace Mole Control	To clear 2 moles in the Cemetery	£120.00
Horizon	St Giles' Church: Repairs to bank wall	£1,180.00
Poplar Tree Services	Annual tree survey: Parks and Cemetery	£275.00

RESOLVED

1. Not to seek mole control at the present time but review in the Spring
2. To approve the quotation from Horizon for Church bank wall repairs
3. To approve the tree survey, as previously minuted

d) Financial report

RESOLVED to note the financial report presented at the meeting

e) To decide the date of the Finance Committee Meeting

After Thursday, 8 December 2011, the Borough Council's decision on Concurrent Functions allocations to Parish Councils would be known.

RESOLVED that the Finance Committee would meet on Wednesday, 14 December at 7.00pm in the Memorial Institute to set the Precept and Concurrent Functions budget for 2012/2013, for ratification by the full Parish Council at their January meeting.

103. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC	Events in Erewash: What's On Guide - Autumn/Winter 2011 Planning Applications: From 1/11/11, only the ERE prefix will be shown, not the web search reference number Agenda for Borough and Parish Councils' Forum meeting 24/10/11 and Minutes of the previous meeting Local Development Framework: Planning in Erewash – Autumn/Winter 2011 Polling Place Review 2011: Consultation on existing Polling Stations ends 7/11/11 electreg@erewash.gov.uk Task and Finish Group appointments to be arranged re Concurrent Functions budgets to Parish Councils
DCC	Temporary Road closure: Ilkeston Rd/Stanton Gate
GENERAL	The Queen's Diamond Jubilee Beacons / Registration form Clerks and Councils Direct - Magazine St Giles Church: Compliments to the Parish Council and Community Payback Team for work carried out

EBC: Task and Finish Group invitations

RESOLVED that the Parish Council would not arrange an appointment with the Task and Finish Group, as the Clerk had met with Mr Sanders to discuss Concurrent Functions spending in detail and a second meeting would duplicate information already submitted.

104. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 6 DECEMBER 2011

Planning Committee 7.00pm
Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

105. TO MOVE THE FOLLOWING RESOLUTION

That in view of the confidential nature of the business about to be transacted relating to tendering and an employee, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

106. GROUNDS MAINTENANCE AND AMENITY TENDERS 2012 / 2013

a) To consider grounds maintenance and amenity tenders received

RESOLVED: that 4 submitted tenders be considered.

b) To decide on flower or shrub planting for each Amenity Area

RESOLVED:

1. That beds at Padmore Moorings and Faircroft Avenue be planted with bedding plants twice per year to retain colour in the village centre.
2. That tubs at The Paddocks and beds at Woodside Road be planted with shrubs, to reduce annual maintenance costs over time.

c) To consider the Parish Council taking over maintenance responsibility from EBC for the flower beds by the Co-op store in the village centre

RESOLVED

1. That the Parish Council would accept maintenance responsibility for the planting of beds by the Co-op, once permission from EBC was received.
2. Should permission be granted, the area would be planted with low-level herbaceous shrubs to reduce maintenance costs.

d) To appoint the Parish Council contractor from 1/4/12 to 31/3/13

RESOLVED

1. That Horizon Landscapes be offered the contract for grounds maintenance work from 1/4/12, including the planting of Amenity Areas.

2. Horizon Landscapes would also maintain the flower beds by the Co-op, if permission from EBC to transfer maintenance responsibility was received prior to 1/4/12.

107. TO CONSIDER STAFFING MATTERS

Clerk's annual appraisal

a) Interview date and time to be arranged

RESOLVED that a date and time for the appraisal would be set before the end of November 2011.

b) Appointment of Councillors to carry out the appraisal

RESOLVED that Cllrs Mrs Noskwith (Chairman) and Cllr Hardy (Vice-Chairman) conduct the appraisal and set a date to meet with the Clerk.

The meeting closed at 9.10pm.

Signed by the Chairman: _____ Date: _____

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 6 December 2011 at 7.30pm in The Memorial Institute, Doncaster Avenue, Sandiacre.

PRESENT:

	Cllr Mrs A Noskwith (Chairman)
A	Cllr S Bilbie
	Cllr Mrs J Chandler
	Cllr Mrs S Dickman
	Cllr G Dinsdale
	Cllr Miss K Hales
A	Cllr A Hardy (Vice-Chairman)
	Cllr A Hughes
	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
PC T Bentley

MEMBERS OF THE PUBLIC: None

PART 1. NON-CONFIDENTIAL ITEMS

108. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Bilbie	Holiday
Cllr Hardy	Illness
Cllr Judson	Other commitment

RESOLVED to approve the apologies for absence submitted by Councillors.

109. VARIATION IN ORDER OF BUSINESS

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

110. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest received.

111. PUBLIC SPEAKING

No members of the public were present.

112. TO RECEIVE REPORTS

a) **Police Report**

Sandiacre & Risley

Anti-social behaviour	17 reports this year compared with 16 last year
Burglary	9
Other burglary	5
Theft from vehicles	12
Theft	10
Criminal damage	4
Violence	2
Other	6
Overall	52 crimes recorded November 2010 48 crimes recorded November 2011

1. Officers had recently taken part in an operation to tackle burglary and auto crime.
2. Since late night patrols had increased in targeted areas, anti social behaviour incidents had decreased.
3. Section 59 warnings had been issued to two drivers riding motorbikes in an anti social manner at Stoney Clouds. Section 59 warnings allowed the police to confiscate vehicles from repeat offenders.

Cllr Hulls reported that repeated acts of vandalism were taking place on Taft Avenue. The police were aware of the problem.

PC Bentley confirmed that convictions had recently taken place for those responsible for theft and threatening behaviour at the Hayworth Road store.

b) County Councillor's Report

1. Broadband Survey – Open to 30 April 2012

DCC was currently undertaking a survey to ascertain what broadband coverage was being received throughout the county and if areas, especially in rural or remote districts, could be improved through Government funding.

On-line survey: broadband@derbyshire.gov.uk or telephone: 0845 6058 058.

2. Sandiacre Library

Revised opening times from 21 November 2011

Monday and Tuesday 9.30am to 5pm

Wednesday 9.30am to 2pm

Thursday and Friday 9.30am to 5pm

Saturday 9.30am to 1pm

3. Budget consultation

In order to reduce spending over the next 4 years and minimise the impact upon public services, DCC were asking for residents' views on future spending priorities for the Council. Responses could be given via the DCC website.

Cllr Mrs White joined the meeting at 7.40pm and gave apologies for late arrival.

c) Borough Councillors' Report

There was no report under this heading.

d) Representatives from Outside Bodies Report

There was no report under this heading.

113. 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.

114. TO CONFIRM THE NON CONFIDENTIAL MINUTES OF THE MEETING HELD ON TUESDAY, 1 NOVEMBER 2011

a) Approval of the Minutes

RESOLVED that the Minutes of the meeting held on Tuesday, 1 November 2011, as previously circulated to Members, were signed as a correct record.

b) Matters Arising from the Minutes

Page 38. Public Speaking – Junction of Shafetesbury Avenue/York Avenue
Cllr Major had contacted DCC to report problems experienced by some motorists and pedestrians at the junction. DCC had advised that road markings clearly identified the junction and there were few incidents.

Page 38. Public Speaking – Derby Road – Road surface
Cllr Major reported that DCC had addressed the problem areas causing concern and the road had been swept.

Page 38. Police Report
Cllr Mrs Chandler was pleased to report that it was noticeable more cyclists appeared to be using lights at night.

Page 40. Summer Play Scheme 2012
It was confirmed that alternative provision was being sourced and details would be brought to the Finance Committee meeting on 14 December 2011

Page 41. Parish Council Christmas Concert
Cllr Mrs Noskwith reported that the Christmas concert, held the previous evening, had been a great success and the school hall was full to capacity.

After initial costs, money was available for charitable causes. Councillors considered offering a donation to Erewash Community Transport and the Air Ambulance Service.

This item would be included on the January Agenda when final figures were available.

Page 43. St Giles' Church – Repairs to bank wall
Repairs to the bank wall had been completed and the bank and path had been re-seeded. A small number of shrubs would be needed to finalise the work.

115. TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting held on Tuesday, 1 November 2011, as previously circulated to Members, were signed as a correct record.

116. CHAIRMAN'S ANNOUNCEMENTS – IF ANY

The Chairman made no announcement.

117. REPORT OF THE PARISH CLERK

a) Clerk's Appraisal

It was confirmed that the Chairman and Vice-Chairman had completed the Clerk's appraisal on 30 November 2011. The Clerk had been thanked for all her services to the Council.

b) Concurrent Functions Budgets – Spending cuts for 2012/2013

EBC had recently notified all Parish Councils that their Concurrent Functions budget allocations were being reviewed to ensure a fair and consistent method of funding. Additionally, reductions in spending were now mandatory, as part of the Government's Comprehensive Spending Review.

Councils that had not reduced their spending in 2011/2012 were required to seek a reduction of 5% in 2012/2013.

The Clerk confirmed that Sandiacre Parish Council had consistently sought to find savings over several years and a spending reduction of 5% through the Concurrent Functions budget allocation for 2012/2013 could be identified.

c) Section 106 Funding

Following approval of the Tesco store application and associated Section 106 funding, the Clerk and Chairman were meeting informally with Mr S Mott (Senior Planning Officer) on 7 December 2011 to enquire how Section 106 money could best be used to benefit and enhance the centre of Sandiacre.

d) Borough and Parish Councils' Forum Meeting

Minutes of the Borough and Parish Councils' Forum meeting held on 24 October 2011 had been previously circulated to all Councillors, for information.

Copies of the Parish and Town Council Newsletter were also circulated to all Councillors, for information.

e) Cemetery/Graveyards Health and Safety Report

Copies of the report and legal guidance had been circulated to all Councillors.

RESOLVED that this item would be included on the January Agenda after the Clerk had sought guidance from the Parish Council insurance provider and Peninsula Consultants on good practice and minimum safety standards.

118. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 53/11	Advice Derbyshire Conference 2011 DCC – Developing and growing voluntary youth activities DCC - Community Response Plans – Severe Winter weather DCC – Minor Maintenance Scheme – Public Rights of Way
Circ 54/11	The future of standards of conduct of Members of Local Authorities Postal scam (Postal delivery service) Clerk vacancy: Stanley and Stanley Common
Circ 55/11	PAYE penalties 2010/2011 Qualifying period for unfair dismissal claims increase from 6/4/12 Employment tribunal fees to be introduced in 2013 ACAS guidance on social networking Localism: Local Action Partnership Clerk vacancy: Hathersage
Circ 56/2011 (Copy to Cllrs)	NALC Consultation: Neighbourhood Planning Regulations Community Infrastructure Levy – Principal Local Authorities may choose to charge a levy on new developments in order to raise community funds Local Government Pension Scheme
Circ 57/2011	Financial inclusion in Derbyshire – Future needs from 2012 onwards Can Community Payback help to keep costs down? Shaw's and NALC join forces to offer discounts to local Councils Clerk/RFO vacancy: Dalbury Lees
Circ 58/2011	DCC Parish Liaison: a) Newsletter b) Parish Council Insurance – Came and Company c) Presentations to the Forum
Circ 60/2011 (Copy to Cllrs)	Technical Reforms of Council Tax Parish and Town Council Liaison Forum 10/11/11 Parish Council Finance Clerk/RFO vacancy – Curbar

RESOLVED to note the above circulars.

119. FINANCE

a) Accounts for payment – November

	Bank charge	Stopped Cheq 102004: Audit Comm.	£10.00		£10.00
DD	Eclipse	Internet	£14.95	£2.99	£17.94
DD	Peninsula	HR and H/S services (11)	£125.00	£25.00	£150.00
2063	Methodist Church	Remembrance Day: Venue donation	£25.00		£25.00
2064	Horizon	Grounds maintenance: October	£1,006.50	£201.30	£1,207.80
2065	Manpower	Litter Picker cover 22 hours	£199.76	£39.95	£239.71
2066	Mr Ault	Salary November	£212.02		£212.02
2067	Mrs M Bloor	Salary November	£986.00		£986.00
2068	HMRC	TAX and NIC November	£306.52		£306.52
2069	Playground Supp	Inspections: October 6,13,21,27,31	£220.00	£44.00	£264.00
2070	British Legion	Section 137 Donation	£25.00		£25.00
2071	Playground Supp	Inspections: Nov 8,14,21,28	£176.00	£35.20	£211.20
2072	Viking Direct	Office supplies	£95.31	£19.06	£114.37
2073	Mrs S Dickman	Postage cost replacement	£1.65		£1.65
2074	Mrs J Chandler	Postage cost replacement	£1.65		£1.65
2075	Mr A Hughes	Postage cost replacement	£1.65		£1.65
2076	Miss K Hales	Postage cost replacement	£1.34		£1.34
2077	Mr P Hunt	Postage cost replacement	£1.65		£1.65
		Total:	<u>£3,410.00</u>	<u>£367.50</u>	<u>£3,777.50</u>

RESOLVED to approve the above payments.

b) Income and Interest received

28-Nov	Co-operative FC IRO: A110 Memorial	£28.00
28-Nov	Mrs L Kind IRO: A105 Interment	£60.00
28-Nov	CLlr Hales: Concert tickets (2)	£8.00
28-Nov	Mr and Mrs Harman: Reserved G189	£397.00
28-Nov	Mr Edge IRO: Purchase of plot A108	£43.00
	Total:	<u>£536.00</u>

RESOLVED to note the above income received.

30-Nov HSBC interest £2.27

RESOLVED to note the interest received.

d) Financial report

RESOLVED to note the financial report presented at the meeting

120. ITEMS FOR INFORMATION ONLY – CORRESPONDENCE

EBC Approval from Mr D Bramwell (EBC: Head of Green Space and Street Scene) that the Parish Council can maintain the flower beds by the Co-op from 1/4/12
Let's Talk / Community issues –Thursday, 15/12/11
Register of Electors from January to November 2012 to be published 1/12/11. Copies must be requested.
Polling Place Review 2011 (No change to polling station in Sandiacre)

DCC Parish and Town Council – Newsletter November 2011
War memorials: Theft of plaques and use of SmartWater (crime prevention solution) to deter items being stolen

GENERAL Derbyshire Fire and Rescue Service: Budget consultation for the 2012/2015 Service Plan
The Playing Field - Rural Action Derbyshire Newsletter
The Clerk Magazine – November issue

RESOLVED to note the above items of correspondence.

121. DATE AND TIME OF THE NEXT MEETING - TUESDAY, 10 JANUARY 2012

SECOND TUESDAY IN THE MONTH

Planning Committee 7.00pm
Full Council meeting 7.30pm

PART 2. CONFIDENTIAL ITEMS

No items were deemed confidential.

The meeting closed at 8.25.

Signed by the Chairman: _____ Date: _____