

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 1 October 2019 at 7.00pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

	Cllr W Major	Chairman
	Cllr Mrs L Bilbie	
	Cllr S Bilbie	Vice-Chairman
	Cllr Mrs S Dickman	
	Cllr A Gibson	
	Cllr Mrs S Hales	
	Cllr T Hales	
	Cllr S Jarratt	
A	Cllr Mrs C Powers	
A	Cllr N Raycraft	
	Cllr T Sanghera	
	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

MEMBERS OF THE PUBLIC: Two

95. APOLOGIES AND APPROVAL OF ABSENCES

Councillor	Reason for absence
Mrs C Powers	Work commitment
N Raycraft	Prior commitment

RESOLVED: to approve the apologies for absence received

96. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

97. TO CONSIDER REQUESTS FOR DISPENSATION

There were no requests for dispensation.

98. VARIATION OF ORDER OF BUSINESS

There were no variations in order of business.

99. PUBLIC PARTICIPATION SESSION

Refer Agenda Item 106.3 Mole proofing

It was agreed this Item be brought forward in order that a resident could raise concerns that in sections of the Cemetery near graves and plots it was evident that moles were present. It was felt this created a negative visual impact for those visiting the area.

It was noted the Council had considered various options in the past to deter moles in the Cemetery and Church grounds, but solutions offered were not humane and some were not suitable to be applied in a public place. It was noted the moles did not cause damage and could move elsewhere and then return.

Following discussion, it was **RESOLVED**: that the existing policy remain unchanged and areas showing signs of activity would be raked and levelled

The resident thanked Councillors for considering the matter and confirmed he would assist the Council to ensure the disturbed areas around plots remained in good order.

No other items were raised.

100. TO RECEIVE REPORTS FROM THE FOLLOWING:

I. County Councillor report

There was no report under this item.

II. Borough Councillor report

Markets

EBC was looking to encourage greater use of street markets.

Royal Navy affiliation to EBC

EBC was continuing its commitment to support the armed forces.

Environment

EBC continued to set targets on green issues, including reducing CO2 emissions.

101. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 SEPTEMBER 2019 ARE A CORRECT RECORD

RESOLVED: that the Minutes of the Parish Council meeting held on 3 September 2019, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman

102. MATTERS FOR REPORT

There were no matters to consider.

103. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that a request had been received for the canal bridge fence rails to be re-painted and the small landscaped frontage of a business on Station Road required attention.

It was considered that painting the bridge rails could be a volunteer project in 2020.

The Clerk was asked to contact the business to enquire if remedial grounds maintenance work could be carried out to improve the site and street scene.

104. PLANNING

I. To consider consultations received

ERE/0919/0037 **2 York Avenue**
Erection of part two storey, part single storey side/rear extensions and installation of canopy roof to front
RESOLVED: that no objections be made

II. To note decisions taken by EBC

ERE/0719/0051 **53 Longmoor Lane**
Prior Notification for single storey flat roofed rear extension
EBC: Prior approval not required

ERE/0719/0049 **The Rectory, Church Drive**
Tree works (pruning back) in a Conservation Area
EBC: Approved 9/9/19

ERE/0619/0030 **Phone Mast Site, Stanton Road 73518**
Installation of a replacement 20m monopole, with 12 no. antenna in an open headframe and the upgrade of the equipment cabinets and ancillary development thereto
EBC: Approved 19/9/19

105. REPORT OF THE CLERK

I. Sandiacre reported crimes

The latest crime statistics were circulated: August 2018: 69 / August 2019: 56

PCSO Erinder Sangha (12874) had recently been appointed to Sandiacre.

II. DARG: Post installation inspection – ROSPA

ROSPA had been contacted and an inspection date was being arranged.

III. HS2: Cemetery - Early Renewal Access Agreement 11/10/19 to 10/9/21

The Clerk confirmed the Agreement had been renewed that allowed HS2 access to the Cemetery grounds to conduct surveys. A fee of £250 would be received.

IV. Newsletter published / New distributor

It was confirmed the newsletter had been produced and was awaiting distribution.

A new distributor had been found at short notice as the existing company no longer offered a leaflet circulation service.

Cllr Major was thanked for collating and formatting the newsletter, which created a saving for the Council.

Councillors expressed their appreciation for all the work undertaken in producing the latest issue.

V. Snow Warden Scheme 2019/2020: Scheme extended (residents/farmers)

RESOLVED: that the Council register for the 2019/2020 scheme

VI. Volunteer community work: Bulb planting / Painting Church gates 14/9/19

It was noted that a small group of volunteers from Trent Vineyard Church, who live in Sandiacre, had again volunteered to plant Spring bulbs and also paint the gates at Giles' Church as a 'community blessing'.

Cllr Major and Cllr Mrs French had joined the volunteers on the day and helped with bulb planting in the office grounds and on the car park embankment.

The Clerk was asked to send a letter of thanks to Mr Hazledine and the volunteers expressing Councillors' appreciation for all their efforts in ensuring the local community was being cared for and improved each year.

106. CEMETERY MATTERS

- I. Burials since the last meeting - One
- II. Interments since the last meeting - One
- III. To consider ways of mole proofing in the vicinity of graves and plots
This item had been considered under Agenda Item 99. Public Session

107. PARKS & OPEN SPACES

To consider any incidents or maintenance issues since the last meeting.

Incidents

There were no incidents to report.

Maintenance issues

Due to recent heavy rain, Mr Wallace had ensured the grill at the end of the brook on Springfield Park remained clear each day in order to avoid flooding.

108. NEW WEBSITE

- I. Website transferred to new provider and site displayed
It was confirmed the new website had been transferred and was running successfully.

The Clerk was asked to send a letter of thanks to Mr Broughton for all his services to the Parish Council in maintaining the website over the past 10 years.

- II. Councillor profile / photograph
Councillors were invited to send their profiles to the Clerk and photographs would be taken at the next meeting.
- III. Policy review for website
 - Data Protection Policy
 - Model Publication Scheme (FOI)
 - GDPR Privacy Policy
 - Recording of meetings Policy
 - Retentions Policy

RESOLVED: that the above policies be approved and displayed on the website

109. EXTERNAL AUDIT

Conclusion of Audit / Comments

The External Audit report had been received with the following two comments:

- Section 1, Assertion 7. This box should have been ticked 'no'
- Figures in Section 2, box 2 had been transposed

The above was noted and box 7 would be adjusted on next year's submission.

110. CONSULTATION

East Midlands Airport
East Midland Airport's Future Airspace Programme
www.eastmidlandsairport.com/community/future-airspace

RESOLVED: to note the consultation

111. SPRINGFIELD PARK PLAY AREA

I. To approve a design and supplier

It was confirmed that two out of the three companies invited to submit quotes and designs for improvement work to the Springfield Park play area had responded.

Both designs and quotes were tabled.

RESOLVED: that the quote and design from Kompan be approved, subject to funding being received

II. To submit a grant application to FCC Communities Foundation before 11/12/19

The Clerk was asked to submit a grant funding application by the above deadline.

112. CIVIC EVENTS

Civic Service	St Giles' Church	Sunday, 13 October	6.30pm
Remembrance Sunday Evening Service	St Giles' Church	Sunday, 10 November	6.30pm
Carols Around the Tree	Derby Road/Faircroft Ave	Saturday, 30 November	4.30pm
Christmas concert	Memorial Institute	Monday, 9 December	7.00pm

I. Attendance: Councillors / Mayor / Deputy Mayor (30/11/19) / MP

It was confirmed the Mayor was expected to attend all civic events, except the Remembrance Sunday evening service. The Deputy Mayor would be present.

Mrs M Throup, MP had been invited to attend each civic event, but this was dependent upon her parliamentary schedule in the coming months.

II. Invitations issued to local groups and organisations

It was noted that responses had been down on previous years, although 50 invitations had been issued to local schools, pre-schools, groups and organisations.

Councillors were invited to attend each civic event.

III. Royal British Legion – To consider a S137 annual donation

RESOLVED: that a donation of £25 would be made from S137

113. TRAINING

New Councillors
Councillor Essential Training: Additional courses Spring 2020.

Cllr Hales and Cllr Mrs Hales expressed interest to attend the next available course.

114. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

None to date.

115. FINANCIAL STATEMENT

The following documents were circulated at the meeting:

- Budget monitoring report covering the period April to June 2019
- Bank reconciliation covering the period April to August 2019
- Financial statement for September 2019 (Income and expenditure)

RESOLVED: to note the documents and agree transfers between accounts

FCC would be notified payment had been made for the new play area and a VAT refund would be submitted to HMRC.

116. REVIEW OF ASSET REGISTER

RESOLVED: to write-off the following items:

- Christmas tree batteries x 3
- Flower bed planters - Previously sited at the junction of The Paddocks/Derby Road
- Grit bin - Hillside Grove (Blue wheeled bin)
- Rotoweb (DARG)
- See-saw (DARG)
- Small slide (DARG)
- Bylaws sign (DARG)

The Asset Register would be adjusted for insurance purposes.

117. ACCOUNTS FOR PAYMENT

To authorise the schedule of payments as listed below:

<u>DD 1/9</u>	Water Plus (9648)	Office supply	10.17	
<u>DD 16/9</u>	BT (3066)	Line rental / Charges: August	103.90	
<u>DD 20/9</u>	Sovereign	Play inspections	47.99	
<u>DD 20/9</u>	E.on (8660)	Electricity charges: Office/DARG	51.21	
3607	Viking	Office supplies: Stamps/Paper	107.78	
3608	PKF-Littlejohn	External Audit fee	480.00	
3609	Kompan	DARG: New toddler equip: (A4A Grant)	12,000.00	
3610	Wicksteed	DARG: New play/picnic area: (FCC Grant)	40,960.19	
3611	A M Sports Coaching	Play Scheme: 5/8/19 - 30/8/19	1,350.00	
3612	Mrs Bloor	Salary: September	1,448.36	
3613	HMRC	Tax/NIC's: September	382.73	
3614	Park Hall Designs	Website: FINAL payment	132.11	
3615	Mr J Bloor	Office planter: Winter bedding plants	24.73	
3616	Canopy Tree Services	Annual tree survey	540.00	
3617	Andrew' GS	Litter picking: September	632.40	
3618	Andrew's GS	Low level maintenance work: CANCELLED		
3619	Mr G Verney	Cem: Replace kerb edge/Cut back hedge	160.00	
	Horizon	Cheque 3541 (Feb) not cashed	-1,288.97	VAT rec'd

3620	Horizon	Replacement for 3541	1,288.97	
	Horizon	Cheque 3545 (March) not cashed	-1,288.97	VAT rec'd
3621	Horizon	Replacement for 3545	1,288.97	
3622	Memorial Inst.	PC meetings: Hire of hall x 13	267.38	
3623	Andrew's GS	Low level maintenance work: Adjusted	190.00	
		Total	<u>58,888.95</u>	

RESOLVED: that the accounts presented for payment be approved.

As per Financial Regs: 5.2, the schedule of payments was signed by the Chairman.

The Clerk reported that Horizon Landscapes had received cheques 3541 and 3545 and taken them to the bank, but they remained uncashed. Payment remained due.

The Clerk would notify the Council's bank to issue a stop on the original cheques.

Cheque 3618 for Mr Wallace had been cancelled in this financial period as he had agreed a correction of minus £10 was due from a previous invoice (Inv. 3593 refers).

118. INCOME RECEIVED

<u>September</u>	<u>INCOME</u>	£
3	Co-op FC (ILK): A2,RB,G14 (Pre-paid burial)	160.00
4	HMRC: VAT Refund	10,145.60
9	G70: Transfer of Rights	40.00
13	A2,RB,G8: Grave for 1/Burial (PIF)	700.00
30	HSBC Election Costs Account	0.01
30	HSBC Savings (Business) Account	12.12
30	HSBC Grant Account	0.01
	Total	<u>11,057.74</u>

RESOLVED: to note the income received

119. CORRESPONDENCE

- RMS Developing a Parish Plan
- Clerks & Councils Direct: September issue

RESOLVED: to note the above items of correspondence

120. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

No items were deemed confidential.

121. TO NOTE THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

Tuesday, 5 November 2019 at 7.00pm

The meeting closed at 8.00pm

Signed by the Chairman: _____ Date: _____