

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 3 May 2022 at 7.00pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

	Cllr W Major	Chairman
A	Cllr Mrs L Bilbie	
	Cllr S Bilbie	Vice-Chairman
A	Cllr Mrs S Dickman	
	Cllr Mrs C French	
A	Cllr A Gibson	
A	Cllr Mrs S Hales	
A	Cllr T Hales	
	Cllr S Jarratt	
	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: One

The Chairman welcomed everyone to the meeting.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Councillor	Apology for absence received
Cllr Mrs L Bilbie	Other commitment
Mrs S Dickman	Holiday
A Gibson	Work commitment
Mrs S Hales	Family commitment
T Hales	Family commitment

RESOLVED: to approve the apologies for absence

2. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

3. TO CONSIDER REQUESTS FOR DISPENSATIONS

There were no requests for dispensation.

4. VARIATION OF ORDER OF BUSINESS

There was no variation of business.

5. PUBLIC PARTICIPATION

No items were raised.

6. TO RECEIVE REPORTS FROM THE FOLLOWING:

1. Police report

PCSO Sangha's final report to Councillors was circulated at the meeting and noted.

PCSO Georgina Stray would cover Sandiacre from May 2022. The Clerk was asked to invite her to a Parish Council meeting.

2. County Councillor

- East Midlands Mayoral Combined Authority (EMMCA): DCC was bidding to become part of a combined Unitary Authority: Derbyshire, Derby City Nottinghamshire and Nottingham City. If the scheme was successful, there would be more funding available for infrastructure and investment. Consultation would take place before the scheme was finalised
- DCC was trialling a scheme for mobility equipment to be donated back for refurbishment and re-use. Drop-off sites would include one at Ilkeston.
- Help and financial support for Ukrainian refugees and those offering accommodation was available through DCC and EBC
- Following consultation, DCC was shortly expected to confirm closure of 7 care homes across the county, including Ladycross House

3. Borough Councillors

- Grants for local businesses were still available
- Residents living in a property in Council Tax bands A to D were likely to receive a £150 Council Tax rebate during April and May for those paying by Direct Debit
- Bulk waste collections were due to return
- Both Cllr Bilbie and Cllr Sanghera had recently taken part in the 'Walking Football Tournament' to aid the Mayor's charitable event
- Steps were being taken to monitor and reduce the spread of bird flu in the area
- The Stanton Site application would shortly be considered, but it had been agreed with developers that highways improvements in Sandiacre would be included

7. TO RESOLVE THAT THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 5 APRIL 2022 ARE A CORRECT RECORD

RESOLVED: that the Minutes of the Parish Council meeting held on Tuesday, 5 April 2022, copies of which have been previously circulated to Members, were confirmed as a true record with the following amendments:

Cllr Mrs Powers highlighted as a matter of accuracy, corrections were required for:
Page 81. Agenda Item 199 / Page 83. Agenda Item 208, which should read:
ERE/0322/0028 **39 King Edward Street**

Please refer below to original accurate Minutes:

Page 81. Agenda Item 199

ERE/0322/0028 **39 King Edward Street**

Cllr Mrs French disclosed a personal interest as the applicant was a neighbour.

Page 83. Agenda Item 208

ERE/0322/0028 **39 King Edward Street**

Two storey side and rear extension and single storey rear extension with external alterations

RESOLVED: that no comments be made

Page 84. Item 209.8 – Risley Education Foundation report

No questions were raised, to be recorded as: Questions were raised as follows:

- Age range of students eligible for a grant
- The number of students from Sandiacre receiving grants in 2021

It was confirmed this information would be provided.

8. MATTERS FOR REPORT

None, not already included on the Agenda.

9. CHAIRMAN'S ANNOUNCEMENTS

The Chairman confirmed he had attended a virtual Forum meeting where it was announced all PCSO's should now attend Parish Council meetings.

10. PLANNING

It was noted that a matter relating to a derelict property on Friesland Drive had not been recorded in the last set of Minutes. The Clerk advised it was not an Agenda item.

Standing Order 9.b refers: No motion may be moved at a meeting unless it is on the Agenda and the mover has given written notice of its wording to the Proper Officer at least seven clear days before the meeting.

This item would be included on the June Agenda for report.

1. To consider planning application consultations received from EBC

ERE/0322/0082 **Willow Lodge, Rushy Lane**
Change of use of field to use as secure dog walking field
RESOLVED: that no objections be made

ERE/0422/0017 **45 Maple Avenue**
Erection of single storey rear extension, part garage conversion to gym and raised patio area
RESOLVED: that no objections be made

ERE/0422/0020 **Former Bottom Lock, West of Beech House, Lock Lane**
Works to trees: Fell ash tree
RESOLVED: that no objections be made

ERE/0422/0029 **The Old Stables, 2a Westminster Avenue**
Application for variation of a condition following grant of planning permission.
(ERE/0718/0051)
RESOLVED: that no objections be made

ERE/0422/0041 **Friesland Farm, Rushy Lane**
Erection of an agricultural building, formation of hardstanding, siting of a weighbridge (including ancillary office) and creation of balancing pond
RESOLVED: that objections be made on the grounds of inappropriate development on green belt land

ERE/0422/0045 **36 Hayworth Road**
Construction of one new two bedroom detached bungalow
RESOLVED: that objections be made on the grounds of density

2. To receive planning decisions taken by EBC

ERE/1021/0010 **9 Richmond Avenue**
Proposed change of use of domestic garage to therapy room
EBC: Approved 6/4/22

ERE/0222/0071 **4 Richmond Avenue**
Single storey rear extension
EBC: Approved 11/4/22

ERE/0222/0087 **79 Springfield Avenue**
Installation of first floor rear balcony with balustrade
EBC: Approved 20/4/22

ERE/0322/0022 **1 Kensington Road**
Erection of rear infill extension
EBC: Approved 21/4/22

11. **REPORT OF THE CLERK**

1. Latest crime figures: February 2022 = 79

The above was noted with reference to an increase in several figures listed.

2. Civic events: Events confirmed with church

It was confirmed Rev Trelenberg had been notified of the Civic dates for 2022:

- Civic evening service: Sunday, 9/10/22
- Remembrance Sunday evening service: Sunday 13/11/22

3. Neighbourhood Plan consultancy fees: End of Year report / Application for 2022

The End of Year report to Locality had been submitted, together with payment for an under spend of £28 for consultancy fees.

A new grant application of £10,000 had been made to Locality for the period 1/4/22 to 31/3/23 for consultancy fees £9,229, NP website £750 and the remaining £21 towards venue costs.

4. Office closed w/c 16/5/22 while Clerk on leave

The above was noted.

5. Padmore Moorings: Bank / Willow tree response from C&RT

The Canal & River Trust (C&RT) Area Operations Manager for the East Midlands Region, had recently confirmed the following:

- Work to repair the canal bank at Padmore Moorings was expected to commence in 2023 due to the significant amount of work and cost involved
- The canal and any defects are monitored on a 6-weekly cycle to identify any structural changes and subsidence issues
- It was confirmed the Willow by the bridge had previously been cut back by the C&RT and they would arrange for pruning work with their contractor
- The C&RT Estates Team had located a Lease Agreement with the Parish Council dating back to 1976. The Clerk would obtain a copy for office records.

6. Payroll: Year End submission / P60 issued / 25 hours from 1/4/22

The above was noted.

7. Speed Indicator Devices (SID) possible locations
Discussion followed on availability of grant funding for potentially 1 device and all associated costs. Nine proposed sites had been identified by Councillors and residents.

Councillors were asked to comment on why each site had been identified.

RESOLVED:

With one abstention on the location:

- I. To designate the following site for a SID: Derby Road, between Friesland Drive and the local shop, facing towards Risley

This site was chosen as there was an ongoing problem with speeding in the area from vehicles and HGV coming from the M1/A52 junction towards Sandiacre, which had affected elderly residents for many years and also young people travelling to and from Friesland School.

- II. To obtain a quote to determine costs

8. Springfield Park: Play area official opening – Date and time TBC
Longmoor Primary School was looking into the possibility of arranging for a small group of children to attend the official opening of the new play area.

9. Village sign (opposite the White Lion PH): Update on progress
The resident who had designed and produced the village sign had confirmed he would prefer to see the sign refurbished by the Parish Council, not replaced.

The Clerk would look for suppliers who could undertake renovation work and establish costs for work to the 2 panels and surrounding brackets and fixings to ensure it could be brought back to its original condition. She would bring back details to Councillors and liaise with the resident on progress.

12. CONTRACT RENEWALS

1. Zurich Insurance: To consider renewal of contract for 1, 3 or 5 years

The Parish Council had been offered a 1 or 1-3 year contract with reduced costs for entering into a 3 year agreement from 1/6/22.

RESOLVED: to agree a 3 year contract at a reduced cost of £2,306.44, creating an immediate saving of £245 on the current policy

2. EBC: Flower basket sponsorship: To consider 1 or 3 year agreement

EBC had offered the Parish Council a 1 or 1-3 year contract with reduced costs for entering into a 3 year agreement for 10 summer hanging baskets.

RESOLVED: to agree a 3 year contract at a reduced cost of £1,056

13. OFFICE HOURS

To consider a reduction in office hours from 1/6/22

Monday & Tuesday: 9.30am to 2.30pm (10 hours) – To remain the same

Wednesday: 9.30am to 12 noon – Reduce to 2.5 hours

Following discussion on reducing office opening hours to the public, it was

RESOLVED: to consider this item under the Confidential Section as it related to the Clerk, as employee

14. NEIGHBOURHOOD DEVELOPMENT PLAN (NP)

Steering Group meeting 26/3/22

Cllr Major, as Chairman of the Steering Group and the Clerk reported on progress:

1. Steering Group members and available Parish Councillors would meet with residents on Saturday, 7/5/22 for an initial Drop-In Session to gain views on development of a NP and to ask what residents wanted for Sandiacre over the coming years.
2. Funding had not yet been secured to invite the NP consultant to be present, but public interest had been established
3. The Clerk had arranged publicity and organised a small exhibition stand. Details had also been displayed on social media to ensure broad circulation.
4. A virtual meeting with EBC Head of Planning, the Chairman, Clerk and NP consultant had been held to establish what support was available
5. Cllr Major had held 2 meetings with AECOM, which commissioned studies and assisted with Housing Needs Assessments
6. All work involved with developing a NP required professional advice, to include introducing policies and gather evidence

Cllr Mrs Powers left the meeting at 8.30pm for work commitments.

15. CEMETERY MATTERS

1. Burials since the last meeting

14/4/22 Area 2, Row D, G7

2. Interments since the last meeting

16/4/22 A145

3. Reserved Graves / Plots since the last meeting

A195

RESOLVED: to note the above

16. PARKS & OPEN SPACES

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

Doncaster Avenue Recreation Ground

The basket swing had recently required a replacement part to repair a broken chain.

Glendale had undertaken mowing of the park that day and had run into the base of a fence panel on the Multi-Use Games Area with a mower. They had offered to repair.

17. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Previously circulated - April 2022.

18. FINANCE

1. To note the monthly financial report

RESOLVED: to note the financial report circulated at the meeting

2. To authorise payments

DD 1/4	Water Plus (9648)	Office supply	16.03
DD 19/4	Npower (3129)	Street lighting: Bridge lights	43.01
DD 19/4	BT (3066)	Line rental / Usage	78.65
DD 12/4	E.on (6719)	Office supply/MUGA/Car park	94.65
CH 21/4	HSBC	Monthly charge	8.00
BP 2/4	Water Plus(5065)	Cemetery water supply	95.20
BP 2/4	DALC	Annual Subscription 1/4/22 - 31/3/23 (Basic package)	977.45
BP 4/4	ICCM	Annual Subscription 1/4/22 - 31/3/23	95.00
BP 4/4	M S Bailey (Mason)	Refund of overpaid Cemetery fees	18.00
BP 11/4	Viking	Office supplies: Display board loops	9.95
BP 18/4	EBC	Cemetery bin collection (2)	193.44
BP 21/4	Groundworks	NP consultancy grant: Refund of underspend	28.00
BP 22/4	Viking	Display board	112.79
BP 29/4	Mrs Bloor	Salary: April (25 hours from 1/4/22)	1,551.79
BP 29/4	HMRC	Tax/NIC April	459.20
BP 29/4	Mr S Spencer	Cemetery: Low level work / Topping up & turfing graves	738.00
BP 29/4	Andrew's GS	Litter picking: April	682.00
BP 29/4	Andrew's GS	Low level work/ DCC MMG footpath 14/19 clearance	571.50
BP 29/4	Andrew's GS	Amenity Areas contract	291.43
BP 29/4	Page Whelan	NP: Banner and photos/maps	252.00
			Total: <u>6,316.09</u>

RESOLVED: to approve the schedule of payments shown above

3. To note receipt of income

1	EBC: Precept	26,718.00
1	EBC: CF Grant	53,320.00
11	A145: Paid direct to PC for plaque add. inscription	60.00
14	G109: Transfer of Rights	45.00
12	A195: Pre-purchase plot/interments	335.00
12	Lymns: G199: Burial - Additional payment due	226.00
12	Lymns: G74 burial	330.00
22	Art Stone Memorials: G109 H/S additional inscription	55.00
22	Lymns: A2, RD, G7 Grave + burial	750.00
30	HSBC Savings (Deposit) A/C - Interest	5.27
30	HSBC Savings A/C: Polling station costs - Interest	0.22
30	HSBC Savings A/C: Grants - Interest	0.47
		Total <u>81,844.96</u>

RESOLVED: to note income received, as shown above

19. CORRESPONDENCE

None to date.

20. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:

RESOLVED: that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

The member of the public left the meeting.

Refer Agenda Item 13. Office Hours

It was confirmed there would soon be a change in the Clerk's personal circumstances due to increased child care commitments from 1/6/22.

After due consideration, Councillors agreed that the Parish Council office was not designated as a 'place of work' and it was not intended to be an open public office where people could drop by with enquiries without first making an appointment.

The Clerk could reasonably work from home, as evidenced during the past 2 years during the pandemic. Office appointments were mostly made for Cemetery matters.

RESOLVED:

- I. That the Parish Council would support the Clerk's ability to undertake flexible working arrangements
- II. That if the Clerk requested an adjustment in office working hours to suit her start and finish time, this would be negotiated with the Chair and Vice-Chair, as an employee personnel matter

The Clerk expressed her thanks to Councillors for all their support.

21. DATE & TIME OF NEXT PARISH COUNCIL MEETINGS

TUESDAY, 7 JUNE 2022 at 7.00pm

The Memorial Institute, Doncaster Avenue, Sandiacre NG10 5FJ

The meeting closed at 9.00pm

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