

# SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 6 June 2017 at 7.40pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

**PRESENT:**

	Cllr W Major	(Chairman)
	Cllr Ms C Bilbie	
	Cllr Mrs L Bilbie	
	Cllr S Bilbie	(Vice-Chairman)
	Cllr Mrs J Chandler	
	Cllr Mrs S Dickman	
A	Cllr G Dinsdale	
A	Cllr A Hardy	
	Cllr R Harris	
A	Cllr T Pearson	
	Cllr Mrs C Powers	
A	Cllr T Sanghera	
	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

**MEMBERS OF THE PUBLIC:** Mrs French, Mrs Turner and Mr Walsh

Prior to the meeting commencing, the Chairman asked Members to stand for a minutes silence in remembrance of all those who had lost their lives in recent terrorist attacks in London and Manchester.

## 26. APOLOGIES AND APPROVAL OF ABSENCES

Cllr G Dinsdale	Work commitment
Cllr A Hardy	Long term convalescence
Cllr T Pearson	Family commitment
Cllr T Sanghera	Work commitment

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

## 27. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interested.

## 28. TO CONSIDER REQUESTS FOR DISPENSATIONS

There were no written applications or requests for dispensation from a Member who had a Disclosable Pecuniary Interest (DPI) or Other Disclosable Interest (ODI) to allow them to stay in the meeting and vote during consideration of the relevant item.

## 29. VARIATION OF ORDER OF BUSINESS

There were no variations to the order of business.

## 30. PUBLIC TO RAISE MATTERS

No items were raised.

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

**a) Police report**

Police website statistics: Reported crimes for Sandiacre

SANDIACRE	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
ASB	23	25	24	30	24	22	32	32	23	19	41	38	30
Bicycle theft	1	1	2	0	1	2	0	2	1	0	5	4	0
Burglary	2	6	5	1	2	4	2	2	3	2	7	5	4
Crim dam/arson	7	10	4	6	7	7	6	5	9	5	1	7	6
Drugs offences	1	1	2	0	0	0	0	0	2	3	0	3	2
Other crime	0	0	0	0	1	0	1	0	0	1	0	0	0
Other theft	0	5	4	4	4	3	5	2	3	3	2	7	2
Poss. of weapons	0	0	0	2	0	0	0	0	0	0	1	0	0
Public order	0	1	1	0	1	0	0	0	0	0	1	1	7
Robbery	0	0	0	1	0	0	0	0	0	0	1	0	1
Shoplifting	2	1	1	1	0	0	1	0	1	1	0	0	2
Theft from person	1	0	0	0	0	0	0	0	1	0	0	0	0
Vehicle crime	8	1	1	3	3	1	1	5	4	1	10	9	10
Violent offences	10	4	8	6	6	8	9	9	5	12	10	7	13
Total:	55	55	52	54	49	47	57	57	52	47	79	81	77

It was noted that the police crime map did not yet show figures for April.

**b) County Councillor report**

It was noted that a full Council meeting had recently been held and matters were progressing with changes taking place in due course.

**c) Borough Councillor Report**

The police had been informed of cars being parked on the roadside and being sold privately.

**32. TO RESOLVE THAT THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 9 MAY 2017 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Annual Parish Council meeting held on 9 May 2017, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman with the following amendment:

Cemetery, Parks and Open Spaces Committee to read: Cemetery, Parks and Highway Matters Committee

**33. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 MAY 2017 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the Parish Council meeting held on 9 May 2017, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman

**34. MATTERS FOR REPORT**

There were no matters for report.

**35. TO RECEIVE THE MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON 9 MAY 2017**

**RESOLVED:** to receive the Minutes of the meeting held on 9 May 2017

**36. TO RECEIVE THE MINUTES OF THE CEMETERY, PARKS AND OPEN SPACES COMMITTEE MEETING HELD ON 9 MAY 2017**

**RESOLVED:** to receive the Minutes of the meeting held on 9 May 2017

See above regarding Committee name.

**37. CHAIRMAN'S ANNOUNCEMENTS**

There was no report under this heading.

**38. REPORT OF THE CLERK**

I. SLCC: Regional training seminar at Kegworth cancelled

It was noted that the SLCC seminar had been cancelled prior to booking.

II. Replacement car park sign

A replacement sign for the one positioned near the entrance gate to the library car park had been ordered and the Clerk was awaiting delivery.

III. PAT testing: Office/Lock-up electrical check

The Clerk had arranged PAT testing of office equipment and an electrical inspection of the Parish Council office and lock-up.

IV. New play area and equipment for Doncaster Avenue Recreation Ground

It was confirmed that the basket swing, purchased through the DCC grant, was expected to be delivered in the coming weeks.

A design plan, created by Wicksteed, was circulated at the meeting showing a new play area layout incorporating new play equipment and a seating area.

Three estimates had been sourced for moving existing play items to the new area and a comparison of costs would soon be available.

V. Awards for All Grant – New play items

The Clerk was asked to apply for outside grant funding of £10,000 from Awards for All to provide an activity frame in the new play area.

VI. Outcome of meeting with Mr Ure: Erewash Rural Grant application

The Clerk had recently met with Mr Ure, Chairman of St Giles' Football Club regarding a £10,000 bid for funding through the Erewash Rural Grant scheme, which required support of the Parish Council.

The Club was sourcing outside funding to create 3 all-weather pitches at Friesland School, which could serve the school and the Club for football training and playing matches. This would develop sporting activities for the wider community.

Mr Ure was preparing a bid prior to the July deadline set by EBC.

- VII. Outcome of meeting with Mr Reynolds (Millennium Quest): Christmas lights  
The Clerk would meet with Mr Reynolds from Millennium Quest the following day to establish the cost of purchasing lamp column motifs for the village centre.

The Clerk was asked to obtain costs for motifs in traditional colours.

- VIII. Notice of the date of Commencement of Period for the Exercise of Public Rights / Accounts for the year ended 31/3/17  
It was confirmed that the public notice was displayed on the Council's website and within the parish.

The public inspection period was 5/6/17 to 14/7/17.

- IX. Website review  
The Chairman confirmed he had contacted Mr Broughton to finalise details for updating the website.

### 39. **YEAR END ACCOUNTS 2016/2017**

- I. To receive the report of the internal Auditor  
The Chairman read the Internal Auditor's report that confirmed the End of Year Accounts had been 'produced to a high standard and were in good order'.

The Clerk was thanked for all her work over the past year in producing the accounts.

- II. To appoint an internal Auditor for 2017/2018 following the retirement of Mr D Ingman

It was confirmed that Mr Ingman had expressed his intention to retire as the Council's internal auditor when the Clerk had collected the accounts.

He had been complimentary on how the Council managed its finances and had thanked the Clerk for producing clear and accurate accounts over the years.

It was noted that Mr Brian Wood (previously CEO of DALC) had indicated he would be willing to act as the Council's internal auditor.

**RESOLVED:** to appoint Mr Wood as the Internal Auditor for the coming year

- III. Parish Council selected for intermediate review by Grant Thornton (5% sample)  
It was noted that the Council had been selected for immediate review as part of a 5% national sample.

- IV. To accept the Annual Return for the financial year 2016/17: Sect's 1 & 2

a) **RESOLVED:** to approve the Annual Governance Statement 2016/17

b) **RESOLVED:** to approve the Accounting Statement 2016/17

- V. Submission of the Annual Return to Grant Thornton  
The Clerk and Chairman signed the Annual Return for the year ended 31 March 2017 on pages 2 and 3 ready for submission to the external auditor.

#### 40. REVIEW OF CEMETERY BENCH POLICY

It was noted that there had been two recent requests for commemorative benches to be installed in Area 2 of the Cemetery near the footpath adjacent to Row A.

**RESOLVED:** that the two requests be approved, but further requests for commemorative benches would be considered at the discretion of the Cemetery, Parks and Highway Matters Committee

#### 41. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) CIRCULARS

Circ 7	DALC Spring Seminar Feedback Transparency Fund – Small Councils (under £25,000 turnover) New edition of Good Councillor Guide 2017 Updated Legal Topic Notes Neighbourhood Planning Bill signed into law HR News Coaching sessions for councillors or clerks NALC Star Council Award 2017 Grants and Funding Bulletin Funding Derbyshire Environmental Trust (DET) funding Rural Housing Week 2017 New rights of inspection of audited accounts Insurance cover
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#### 42. FINANCIAL STATEMENT

The Financial Statement presented was received and noted.

#### 43. ACCOUNTS FOR PAYMENT

<u>DD 8/5</u>	E.on (8660)	Electricity charges	111.00
<u>DD 15/5</u>	BT (0468)	Internet/broadband charges	59.66
<u>DD 15/5</u>	BT (3066)	Line rental	53.94
<u>DD 22/5</u>	Sovereign	Play inspections	47.99
<u>DD 24/5</u>	Peninsula	Business consultancy	187.20
<u>DD 30/5</u>	Veolia	Waste container collection	91.87
3196	Horizon	April: Ground maintenance	1,288.97
3197	D Ogilvie	Train/Seating carriages: DARG (DCC Grant)	6,476.40
3198	Kompan	Track Ride Tower: DARG (DCC Grant)	8,896.44
3199	EBC	Contested By-Election costs	4,048.83
3200	Mrs Bloor	Salary: May - <u>Gross</u>	1,601.88
	HMRC	To be adjusted	0.00
3201	Mrs Bloor	Office planter: Summer bedding	38.19
		Total	<u>22,902.37</u>

- RESOLVED:** that the Accounts presented be approved for payment
- RESOLVED:** that the Direct Debit for E.on amounting to £111 be checked and cancelled, if necessary
- RESOLVED:** to note that the Clerk had been paid a gross amount of salary due to the submitted pay day falling outside of month 2 and into month 3

The Inland Revenue had advised that the figures would automatically be corrected in the next payroll submission.

**44. INCOME RECEIVED**

Business Account (2)	2.73
Election Account (3)	0.23
Grant/s Account (4)	0.00
Total	<u>2.96</u>

**RESOLVED:** to note the income received

**45. CORRESPONDENCE**

- I. EBC: Contested By-Election costs: £4,048.83
- II. DCC: National clean air day 15/6/17

**RESOLVED:** to note the above correspondence

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

No items were deemed confidential.

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

**TUESDAY, 4 JULY 2017**

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

**The meeting closed at 8.15pm**

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

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