

SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 6 September 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
	Cllr Mrs S Dickman	
	Cllr Mrs C French	
A	Cllr A Gibson	
A	Cllr Mrs S Hales	
A	Cllr T Hales	
A	Cllr S Jarratt	
	Cllr Mrs C Powers	
	Cllr N Raycraft	
	Cllr T Sanghera	
A	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

MEMBERS OF THE PUBLIC: Three residents

The Chairman welcomed everyone to the meeting.

63. TO RECEIVE APOLOGIES FOR ABSENCE

Councillor	Apology for absence received and noted
Cllr Mrs L Bilbie	Work commitment
Cllr Mrs S Hales	Holiday
Cllr T Hales	Holiday
Cllr Jarrett	Meeting commitment
Cllr Mrs K Stewart	Health reasons

RESOLVED: to approve the apologies for absence received

64. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

65. TO CONSIDER REQUESTS FOR DISPENSATIONS

There were no requests for dispensation.

66. VARIATION OF ORDER OF BUSINESS

There was no variation of business.

67. PUBLIC PARTICIPATION

A question was raised to ask if improvements could be made to road humps on Kings Road in order to reduce noise and disturbance for nearby residents.

Cllr Major, as County Councillor, offered to look into the matter.

A resident outlined all the good work being undertaken by the local Neighbourhood Watch scheme and Sandiacre Hub, which was now operating over 4 days per week. Regular community engagement was important to inform residents of the services now available and the monthly newsletter was displayed on the Parish Council's website.

It was noted there had been a noticeable increase in recent crime figures.

68. TO RECEIVE REPORTS FROM THE FOLLOWING:

1. Police report

There was no report under this heading.

The Clerk was asked to enquire if an officer could attend the next meeting and if reports could be provided.

2. County Councillor

Cllr Major reported on the following:

- Progress on creating a new combined Unitary Authority, which was due to be established after the 2024 county elections
- A public consultation would shortly take place on limiting the mowing of grass verges outside of urban areas.

In response to a question, it was confirmed Ladycross CH was in the process of moving the last remaining residents before the building was finally closed.

3. Borough Councillors

Cllr Bilbie confirmed regular bin collection services were now being maintained and operatives were being offered training to gain HGV licences to provide extra cover when needed.

The next Borough and Parish Liaison meeting would be held in November and Councillors were advised to attend to gain information on Borough related matters.

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

RESOLVED: the Minutes of the Parish Council meeting held on 5 July 2022, copies of which have been previously circulated to Members, were confirmed as a true record

70. PLANNING

1. To consider planning application consultations received from EBC

ERE/0722/0042 **Sandiacre Post Office, 11 Derby Road**

Demolition of outbuilding to rear and erection of a single storey rear extension to create two office units, change of use of ground floor and first floor of existing property from a post office to fitness studios, installation of new and replacement shop fronts, and alterations to windows and doors

Delegated response over Recess: No objections

ERE/0822/0017 **Friesland School, Nursery Avenue**

Installation of 2.4m high fence & gates to the south-western part of the site (adjacent to Block 10), and 2.4m high fence & gates centrally within the site to an existing bin store and internal access road (adjacent to Block 11)

Delegated response over Recess: No objections

ERE/0822/0030 **44 Springfield Avenue**

Construction of a single storey extension to the rear, dormer windows to the front and rear of the roof and alterations to the roof from hipped to gable.

Delegated response over Recess: No objections

It was noted ERE/0722/0042 had been dealt with under delegated authority over Recess. However, it was proposed any planning applications 'of interested' should be brought to Councillors' attention throughout the summer Recess period.

RESOLVED: to include this item on a future Agenda for further consideration.

2. To receive planning decisions taken by EBC

ERE/0422/0045 **36 Hayworth Road**

Construction of one new two bedroom detached bungalow

EBC: Approved 6/7/22

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

EBC: Approved 6/7/22

ERE/0522/0031 **39 King Edward Street**

Single storey building

EBC: Approved 8/7/22

ERE/0522/0061 **14 Ellerslie Grove**

T1 Pine - Crown lift to 5m to clear property and crown clean. T2 Pine - Crown lift to 5m to clear property and crown clean. T3 Pine - Crown lift to 5m, crown clean and remove Ivy from stem.

EBC: Approved 8/7/22

ERE/0522/0064 **15 Sandringham Road**

Erection of wraparound extension to side and front of property

EBC: Refused 19/7/22

Tree protection and proposed position is in close proximity to the highway and fence will have a negative impact on the street scene.

ERE/0622/0001 **The Cottage, Pencil Works, Lenton Street**

Two storey extension to building to allow the creation of a new residential apartment, along with retrospective application to retain an apartment

EBC: Approved 9/8/22

ERE/0622/0027 **33 Bostocks Lane**

Felling of protected Ash Tree (T4) protected under Tree Preservation Order 208

EBC: Approved 12/8/22

ERE/0622/0049 **23 Shaftesbury Avenue**

Single storey rear extension, detached garage and wall & gates to front

EBC: Approved 18/8/22

71. CHAIRMAN'S REPORT

Unauthorised encampment on Springfield Park

The Chairman outlined how travellers had gained illegal entry onto the park over the summer and expressed his sincere thanks and appreciation to everyone involved for all their help and support in resolving the problem quickly and efficiently.

EBC had worked in partnership with the Parish Council on enforcement and the clean-up operation and the park and play areas had soon been returned to normal.

The Clerk and Mr Wallace were thanked for all the extra time they had given and out of normal working hours and Cllr S Bilbie was thanked for freely offering his services to install concrete bollards that would increase site security for the future.

Metal telescopic bollards had been placed behind the existing entrance gates and new gates were on order. Everyone had worked together for the benefit of the community and funding had been made available through application for a VAT refund.

Cllr Major was thanked for all his involvement in co-ordinating the operation to a successful conclusion.

72. REPORT OF THE CLERK

1. Crime figures

A copy of the latest crime figures had previously been circulated to Members.

2. Civic and Remembrance Service

Civic invitations would be issued the following week.

3. DARG: Replacement litter bin/tree uplifting/tree guards x 4 to write off

Mr Wallace and Mr Spencer had recently undertaken clearance work on the park to uplift branches by public footpaths.

Mr Spencer would shortly be installing 2 new litter bins that needed replacing.

The Clerk asked Councillors to consider writing-off 4 tree guards that had been targeted over time and uplifted on several occasions.

RESOLVED: to write off 4 tree guards with one being donated to the local Beavers

4. External audit

Section 3: External Auditor Report and Certificate 2021/22 had recently been received with the following comment: *The AGAR was not accurately completed before submission for review. The AGAR was sent back for amendment.*

The Clerk confirmed this related to a transfer of funds from the closed NS&I Accounts to the Current Account at the end of 2021 amounting to £177. The AGAR Section 2 had been re-stated and signed accordingly.

The Clerk was thanked for all her work on producing the Year End Accounts.

5. Litter picking and low level work: Cover over the Autumn

It was confirmed Mr Wallace (S/E contractor) would soon need to take time off for a forthcoming operation. As he was under contract, he had arranged cover.

Mr Spencer (S/E contractor) had agreed to take over litter picking and any low level work, as directed by the Clerk, for the period of his absence.

Mr Spencer was unavailable for 2 weeks in November, but Mr Wallace had also arranged cover for that period.

Litter picking covered 2 hours per day x 6 days per week (Monday to Saturday).

6. Parish and Town Liaison Forum: County Hall, Matlock 19/9/22 at 5.45pm to 8pm
The above was noted and all Councillors were encouraged to attend.

7. Speed Indicator Device: SID

The Clerk circulated details of costs and installation requirements provided by SWARCO, a nationally recognised company producing and installing SID's.

Councillors considered the benefits of installing a movable solar panel unit.

The Clerk confirmed she had arranged to meet Mr Wright, the Senior Technical Adviser and all Councillors were invited to attend the site meeting, if available.

The date and time of the meeting would be circulated to all Councillors.

8. Springfield Park play area official opening/FCC grant completion

The official opening had taken place over the summer and details had been published on the website and in the press.

The Clerk had recently completed the end of project report for the earlier Doncaster Avenue RG play area project, which was required to be completed after 2 years.

9. Springfield Park improvements: Daffodil bench installation/new bin/new dog bins

Mr Spencer would install the new bench and it would be located at the top of the park and in the middle, away from residential properties.

A new litter bin was required to replace the one previously hit by Glendale Ltd.

Two new dog bins and posts had been ordered to replace the existing ones at the top of the park, which had rusted over time.

Local residents had expressed their thanks and appreciation that the park was receiving investment and looking well cared for.

10. Summer play scheme outcome / Location 2023

It was noted the scheme had again been well supported by local families and Mr Metcalf would soon provide a report on numbers attending.

It was confirmed the scheme was unlikely to be held at Cloudside Academy in 2023 due to increased costs, but it had been established Ladycross Infant School would offer their facilities.

11. VAT refund claim: £5,788 = 1/2/22 to 30/8/22 (Springfield Park)

The Clerk confirmed the VAT refund of £5,788 had been received.

73. PADMORE MOORINGS: CANAL & RIVER TRUST (C&RT) MAINTENANCE AGREEMENT

To consider entering into a maintenance new agreement with the C&RT.

The Clerk had established the agreement entered into by the Parish Council and C&RT had expired in 1976 and from that time, work carried out had been historical.

She had arranged to meet with Mr Robinson (C&RT) to establish the position and what was expected for the Parish Council to continue maintaining this area, which currently involved mowing, uplifting small trees by the roadside and tending flower beds.

Councillors considered it was important for the Council to know exactly what it was taking on and responsibility for the embankment and retaining wall remained with C&RT. The embankment edge was subsiding and needed significant investment.

74. NEIGHBOURHOOD DEVELOPMENT PLAN

Report on progress by the Chairman/Steering Group Chairman

Cllr Major (Steering Group Chairman) updated Councillors on progress and noted lots of work had been undertaken by consultants over recent weeks, including work on producing the Housing Needs Assessment.

A Steering Group meeting had been arranged for the following week at which members would look at findings with Mrs Metcalf before proceeding to call a second public meeting with details of proposals.

75. GROUNDS MAINTENANCE TENDERS 2023

1. Parks: Doncaster Avenue RG (DARG) & Springfield Park and Cemetery & closed churchyards

It was noted that tendering for the new contract would close on 9/9/22 and this item would be included on the next Agenda for consideration.

2. Amenity areas: To consider extending the contract for Mr Wallace

The Clerk asked Councillors to consider the Amenity Area contract at this time.

Mr Wallace had asked to renew his contract with the Council at a cost of £2,250.

RESOLVED: that Mr Wallace's contract for the Amenity Areas be renewed for a further year and he should be thanked for all his work in making the centre of Sandiacre look attractive and well cared for

76. OPTION TO OPT-OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS

Guidance had been received from SAAA notifying Councils of the procedures to be followed if a Council opted-out of the central external audit appointment scheme for smaller authorities. The next 5 year appointing period was from 2022/23 until 2026/27.

RESOLVED: to opt-in to the SAAA central procurement of external auditors for the next 5-year period: 1/4/22 to 31/3/2027

77. CIVIC EVENTS 2022

Civic services would be held at St Giles' Church and Carols Around the Tree would be held opposite the White Lion PH, by the village sign.

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|----------------------------|-------------------------------------|
| 1. Civic Service | Sunday, 9 October 2022 at 6.30pm |
| 2. Remembrance Day Service | Sunday, 13 November 2022 at 6.30pm |
| 3. Carols Around the Tree | Saturday, 3 December 2022 at 4.30pm |

RESOLVED: to note the above diary dates

All Councillors were encouraged to attend to meet with the local community.

78. CEMETERY MATTERS

1. Burials since the last meeting
None to date
2. Interments since the last meeting

Area 1. Grave section	20/8/22
A24	23/8/22
Rose garden	3/9/22
3. Reserved Graves / Plots since the last meeting
None to date

The Clerk advised that although it appeared to be quiet on the Cemetery side, she was making numerous appointments with families to transfer grave rights.

79. PARKS & OPEN SPACES

To consider any incidents or maintenance issues since the last meeting

Springfield Park

It was noted this was the second time the play tower had been targeted and caps had been removed and discarded. Ten post caps were on order and would need securely fixing in place to deter further vandalism.

80. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Newsletters circulated electronically upon receipt.

- Latest Councillor training courses and dates listed.

81. FINANCE

1. To note the monthly financial report

Presented at the meeting:

- Accounts: Income and expenditure July and August 2022
- Budget monitoring: First quarter
- Budget monitoring: Bank reconciliations from 1/4/22 to 31/8/22

2. To authorise payments

<u>DD 1/7</u>	Water Plus (9648)	Office supply	16.03
<u>DD 8/7</u>	ICO	Data protection renewal fee	35.00
<u>DD 18/7</u>	Npower 3192	Street lighting	34.10
<u>DD 18/7</u>	BT (3066)	Line rental / Usage	84.77
<u>DD 21/7</u>	E.on (6719)	Parish Council office/car park/MUGA	71.15
<u>CH 21/7</u>	HSBC	Monthly bank charge	12.50
BP 4/7	Ackroyds Electrical	Church wall: Repairs to boundary wall (Part payment)	6,270.00
BP 5/7	Ackroyds Electrical	Church wall: Repairs to boundary wall (Part payment)	6,270.00
BP 12/7	Glendale	Grounds Maintenance: June	1,315.16
BP 12/7	Ashfield Ind. Doors	Office: Annual check roller shutters	120.00
BP 19/7	Kompan	Springfield Park: Tower post caps	102.00

BP 20/7	Mrs Bloor	Meetings: Cllr & Clerk name holders 15	28.10
BP 25/7	Excel Cng Solutions	DARG: Skate park & equipment remove graffiti	660.00
BP 25/7	D Ogilvie	Spr Park: Daffodil bench/plaque/fixings	1,524.00
BP 29/7	Mrs Bloor	Salary: July (Change in NIC)	1,581.40
BP 29/7	HMRC	Tax/NIC: July	429.59
BP 29/7	Mr S Spencer	Cemetery/Parks: Hedge reduction/tree uplifting	1,397.50
BP 29/7	Canopy Tree Serv's.	Annual tree report	540.00
BP 29/7	Viking	Office supplies: Paper/laminator/warning tape	201.38
BP 29/7	Andrew's GS	Litter picking: July (5 weeks)	852.50
BP 29/7	Andrew's GS	Low level and clearance work: July	746.00
BP 29/7	Andrew's GS	Amenity Areas: July	291.43
Total:			<u>22,582.61</u>

3. To note receipt of income

July

4	Rose garden: Transfer of Rights	47.00
4	Rose garden: Memorial plaque addition inscription	90.00
4	Rose garden: Second interment	85.00
31	HSBC Savings (Deposit) A/C - Interest	10.64
31	HSBC Savings A/C: Polling station costs - Interest	0.46
31	HSBC Savings A/C: Grants - Interest	0.29
Total		<u>233.39</u>

August

<u>DD 1/8</u>	Water Plus (9648)	Office supply	16.03
<u>DD 2/8</u>	BT (2269)	Broadband: 1/7/22 - 30/9/22	159.37
<u>DD 16/8</u>	BT (3066)	Line rental / Usage	89.09
<u>DD 19/8</u>	BT	New contract: First payment	6.00
<u>CH 21/8</u>	HSBC	Monthly bank charge	8.00
<u>DD 23/8</u>	E.on (6719)	Parish Council office/car park/MUGA	123.30
BP 6/8	EBC	Cemetery bin collection: 1/7/22 - 30/9/22	96.72
BP 6/8	O Heap & Son	Premises: Fire extinguisher annual checks	82.80
BP 6/8	Broxap	DARG/Spr Pk: Replacement litter bins	667.08
BP 6/8	Glendale	Grounds Maintenance: July	1,315.16
BP 12/8	Viking	Office supplies: Paper	10.79
BP 12/8	EBC	Spr Park: Traveller enforcement/clearance charges	839.76
BP 12/8	Kompan	Annual play areas inspection	456.00
BP 16/8	EBC	Flower basket sponsorship: Year 1 of 3	1,056.00
BP 18/8	Canopy Tree Serv's	DARG: Remove large branch/St Giles' removal from wall	630.00
BP 18/8	Fox GM	Spr Pk: Install bollards for park security	3,000.00
BP 18/8	Planning with people	Locality grant: NP consultancy fees from 1/4/22	1,289.00
BP 19/8	A M Sports	Summer play scheme: Incl. EBC grant £1,200	3,600.00
BP 31/8	Mrs Bloor	Salary: August	1,581.40
BP 31/8	HMRC	Tax/NIC: August	429.59
BP 31/8	Mr S Spencer	Low level work: Parks and Cemetery	1,200.00
BP 31/8	Andrew's GS	Litter picking: August	682.00
BP 31/8	Andrew's GS	Low level and clearance work: August	469.98
BP 31/8	Andrew's GS	Amenity Areas: August	291.43

Total: 18,099.50

August

12	A67: Transfer of Rights	47.00
15	G135: H/S additional inscription	60.00
15	Grave area: Plot for 2/Int/PP int - Out of area	700.00
15	A148: Transfer of Rights	47.00
31	HSBC Savings (Deposit) A/C - Interest	12.91
31	HSBC Savings A/C: Polling station costs - Interest	0.78
31	HSBC Savings A/C: Grants - Interest	0.26
	Total	<u>867.95</u>

82. CORRESPONDENCE

Clerks & Councils Direct – September 2022

83. 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.*

84. DATE & TIME OF NEXT PARISH COUNCIL MEETING

TUESDAY, 4 OCTOBER 2022 at 7.00pm

The Memorial Institute, Doncaster Avenue, Sandiacre NG10 5FJ

The meeting closed at 8.10pm

Signed by the Chairman: _____ Date: _____