

# SANDIACRE PARISH COUNCIL

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Minutes of the VIRTUAL Parish Council meeting held on Tuesday, 7 July 2020 at 7.00pm via Zoom conferencing.

**PRESENT:**

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

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

**REMOTELY ATTENDING:** Resident: 1

The Chairman welcomed everyone to the virtual meeting and explained the protocol to be followed.

## 1. TO RECEIVE APOLOGIES FOR ABSENCE

Councillor	Apologies for absence received
S Dickman	Feeling unwell
S Jarratt	Family commitment

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

It was noted Cllr Stewart and Cllr Mrs Stewart had been present at the start of the virtual meeting, but had experienced technical problems and dropped out.

## 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 were no variations of order of business

## 5. PUBLIC PARTICIPATION SESSION

The Chairman confirmed there were no questions raised by members of the public in advance of the meeting.

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

I. County Councillor

Cllr Major reported on the following matters:

- DCC had addressed issues of public safety to help reduce the risk of contracting the virus in town centres
- From 6/7/20, public offices would start to re-open, including Derbyshire Records Office and some libraries
- DCC was looking to create safe routes for people to cycle or walk into town centres rather than drive

II. Borough Councillor

- Cllr Bilbie reported that EBC was facing significant budget pressures at this time and would soon be considering implementing an emergency budget plan
- Travellers had recently set up camp at West Park, Long Eaton
- The Core Strategy consultation would be extended to 20/7/20
- All play areas across the Borough would re-open on 9/7/20
- EBC Executive would be considering pubs and restaurants using open air spaces to support increased revenue during social distancing
- Car park charges would resume
- Long Eaton Town Deal Board was developing a Town Investment Plan and would be consulting shortly on possible improvements for the area

**7. TO RESOLVE THAT THE MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON 2 JUNE 2020 ARE A CORRECT RECORD**

**RESOLVED:** that the Minutes of the virtual Parish Council meeting held on 2 June 2020, copies of which have been previously circulated to Members, were confirmed as a true record.

**8. MATTERS FOR REPORT**

There were no matters to report.

**9. CHAIRMAN'S ANNOUNCEMENTS**

1. Community Fund donation

Cllr Major confirmed he had provided £2,500 from his DCC Community Fund to cover costs of the VE Day bench and planter on Derby Road for the community. The planter would celebrate all the good work undertaken by the NHS in 2020.

2. 14 Bus Service

It was noted the Parish Council had written to Trent Barton to enquire why their normal service had recently been suspended through the North Ward estate. They had replied to say they had encountered difficulties manoeuvring busses through parked vehicles whilst residents were furloughed. The service had now resumed.

3. Multi-use Games Area (MUGA)

Cllr Major reported there were plans to improve the MUGA and introduce new goal and netball posts. Quotes had been obtained and grant funding was being sourced.

This item would be included on the September Agenda to report on progress.

## 10. PLANNING

1. To consider consultations received from EBC [myservice.erewash.gov.uk](http://myservice.erewash.gov.uk)

a	ERE/0620/0001	<b>Land West of Unit 4, Orchard Business Park</b> Construction of light industrial unit (Use class B1)
b	ERE/0620/0013	<b>Land north east of 275 Bostocks Lane</b> Revised planning permission for a chalet bungalow and garage approved under ERE/0419/0003.
c	ERE/0420/0039	<b>20 Hart Avenue</b> Amended plan for width of proposed dwelling
d	ERE/0620/0045	<b>15 Sandringham Road</b> Works to protected Oak tree - Crown lift to 5m, cut back 3 branches overhanging building to main branch (approximately 3m) and remove all dead wood
e	ERE/0620/0049	<b>25 Park Drive</b> Application to vary a condition following grant of planning permission(ERE/0217/0002) in order to change the approved roof and window & door materials
f	ERE/0620/0048	<b>2 North Avenue</b> Single storey rear extension
g	ERE/0620/0056	<b>48 Beech Avenue</b> Erection of a single story double garage and workroom at the end of the back garden.
h	ERE/0720/0003	<b>Park View, Church Drive</b> Erection of single storey entrance hall, bay window, side link extension and rear extension

**RESOLVED:** that no objections be made to the above applications

2. To note planning decisions taken by EBC

a	ERE/0520/0002	<b>14 Beech Avenue</b> <i>EBC: Approved 16/6/20</i>
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## 11. REPORT OF THE CLERK

1. Crime figures: April 2019 = 82 / April 2020 = 73

The above figures were noted.

2. Christmas lights: Progress to date

The following information was considered:

- Leisurelites had taken possession of pea-lights and baubles previously stored by Millennium Quest and not all the equipment was accounted for, but some items may have been damaged over time when transported to and from storage
- The Clerk had been advised that pea-lights previously used on the Christmas tree should only be used at a higher level, such as in trees, due to their voltage
- The Christmas tree would require investment in new low voltage lights, these could be pea-lights or larger bulb lights. Quotes were being obtained
- It was confirmed motifs could not be installed on concrete lamp columns leaving only 37 steel columns identified for motifs, creating a small saving
- Six steel lamp columns positioned near the Red Lion PH and White Lion PH required electrical sockets at a cost of £250 each

**RESOLVED:** that the following be approved

- I. 37 motifs (not 40) be hired due to new information received from Leisurelites
- II. 6 new electrical sockets be obtained at a cost to the Council of £1,500
- III. All existing pea-lights to be used on the Co-op trees for a fuller display
- IV. To await quotes from Leisurelites to compare investment into new pea-lights or larger bulb lights for the Christmas tree (plain or multi-coloured)
- V. The saving made from reducing from 40 to 37 motifs could be used to support new Christmas tree lights

3. Commemorative bench and planter: Progress to date

It was confirmed the bench and planter had been ordered.

The Clerk was applying for an Object on the Highways permit for each item.

4. External Audit: Submitted to PKF Littlejohn

The Clerk confirmed the 2019/2020 End of Year Accounts had been submitted for external audit and the Notice of Public Rights was currently on display.

5. Play area inspections resuming July / Cost match – Kompan

The Clerk had sourced a new supplier for monthly play area inspections and the company had offered to match the current provider costs and also carry out free on-site tightening and lubrication work, if required.

Kompan had previously installed play items on Doncaster Avenue Recreation Ground and been approved as the supplier for new equipment on Springfield Park.

Sovereign had not undertaken checks throughout April, May and June (due to play areas being closed) but had charged the usual fee of £47.99 per month. They had confirmed in writing this cost would be refunded as inspections had not taken place.

**RESOLVED:** that the following be approved:

- I. Kompan be appointed to carry out play area inspections at the earliest opportunity
- II. The Clerk would ask Sovereign to withdraw the 3 month cancellation period as charges had already been made by Direct Debit for services not received over a 3 month period

It was confirmed that play areas on DARG and Springfield Park had now reopened following latest Government guidance. Signs had been displayed to highlight that users entered at their own risk and must follow social distancing measures and ensure good hygiene (by using gel and hand sanitiser) before and after entering.

Sovereign had written to confirm that the 2 parks were safe to use as there had been no problems identified during the last inspection in March and Mr Wallace had continued to monitor the areas with daily sight checks (6 days per week). The Sovereign inspector would visit this week and the grass had been cut ready for use.

It was noted there had been an incident on DARG in the past week and also at St Giles' Park involving anti-social behaviour. The Clerk was asked to write to the Inspector requesting more police presence and patrols as lockdown eased.

The Clerk would also ask if an Officer could report back to Councillors.

6. Summer Play Scheme arrangements: Progress to date

Mr Metcalf had checked the latest Government guidance and was recommending the summer play scheme be cancelled this year. However, a play scheme could be arranged for October and February half-term, as social distancing measures eased.

Cloudside Academy was not available to use over the summer months and the latest guidance recommended only having small groups of 15 children, which was not inclusive and would limit group activities.

Staff would also be responsible for cleaning equipment at the beginning and end of each session and funds provided by the Parish Council would need to support PPE and cleaning equipment and additional staff time.

**RESOLVED:** to allow Mr Metcalf to run the play scheme at Cloudside Academy during the October and February half-terms, subject to the latest guidance

The Parish Council budget supported the play scheme by £600 per week.

12. **NOTICE BOARD**

To consider replacing the vandalised notice board on Coronation Avenue.

Consideration was given to replacing the notice board whilst taking into account that only one resident had approached the Council to have it replaced. The cost was expected to exceed £600 and there was no guarantee it wouldn't be vandalised again.

It had suffered several incidents of vandalism over the years and the Parish Council displayed information on the website and 3 other notice boards within the parish, the nearest one being located in the Parish Council office grounds.

**RESOLVED:** not to replace the notice board at this time, but to wait to establish if other residents made representation to the Parish Council over the coming months

The Clerk was asked to include this item on the December Agenda.

Councillors considered that if the notice board was to be replaced, residents should be made aware of the costs involved and that it had been subject to vandalism on more than one occasion.

13. **DELEGATION OVER THE SUMMER RECESS**

To consider the Clerk be given delegated authority over the Summer Recess to make BACS payments, consider quotations, deal with urgent matters and respond to planning applications, following consultation with the Chairman, Vice-Chairman and Cllr Sanghera (any 2 as available), until the next ordinary meeting of the Council.

Should a major planning application be received during this time, the Clerk would notify all Members.

**RESOLVED:** to approve delegation over the Summer Recess, as shown above

14. **POLICY REVIEW**

1. Standing Orders
2. Financial Regulations

**RESOLVED:** these items would be included on the September Agenda for further consideration of voting procedures and the introduction of BACS payments

The Clerk would provide further guidance on recording votes at meetings and the recommended procedures to be followed.

## 15. CEMETERY MATTERS

1. Burials since the last meeting  
None to date.
2. Interments since the last meeting  
29/6/20 - A165
3. Reserved  
None to date.

It was noted that Government guidance had stipulated only 10 mourners should be present at the graveside during a burial. However, as restrictions eased, discretion could be used for numbers attending following a risk assessment of the area and how social distancing measures could be met. This would allow more family members to mourn loved ones, especially at such a difficult time.

**RESOLVED:** that the Clerk allow 20 mourners graveside and used discretion as guidance continued to change.

## 16. PARKS & OPEN SPACES

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

### Grounds Maintenance: Countrywide Grounds Maintenance (CGM)

The Clerk had recently met with managers of CGM to discuss expected levels of work required to meet the contract in place from 1/4/20.

Due to social distancing, CGM had experienced problems with staffing levels but wanted to ensure an excellent service for their customers.

The Clerk had received numerous complaints and had drawn their attention to work being monitored over the coming 3 months in order to ensure an improved service.

To support their work, it had been recommended that the Beech hedge running the length of the Cemetery be reduced in height and width. A quote would be issued.

Improvements were expected now they had recruited more staff and restrictions were easing.

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

Newsletter: June	New procurement threshold levels published Returning to work after lockdown... Renewable energy grants Risk assessments and checklists for opening public buildings Enquiries are Zooming! Climate Group keeps growing Flying the flag Training dates online Excellence Awards – entries arriving Update on homeworking allowances
Council Meetings	NALC Guidance: Councils still advised to meet remotely from 4/7/20 Government rules remain in place: Work from home where possible

## 18. FINANCIAL STATEMENT

**RESOLVED:** to note the financial report and bank reconciliation provided for June

## 19. ACCOUNTS FOR PAYMENT

### 1. To approve the schedule of payments for June

DD 1/6	Water Plus (9648)	Office supply monthly	10.12
DD 16/6	BT	Monthly line rental / Usage	104.59
DD 19/6	E.on (8660)	Office/car park/MUGA: 2 months (To 26/4/23)	74.30
DD 22/6	Sovereign (L&Z)	Play area inspections	47.99
BP 2/6	DALC	Cllr Essential Training 9/12/19 (2 places)	100.00
BP 2/6	DALC	Spring Seminar (Clerk)	55.00
BP 2/6	Zurich Insurance	Annual fee: 1/6/20-31/5/21	2,652.44
BP 11/6	Countrywide GM	Grounds Maintenance/Mowing: June	1,225.20
BP 16/6	Cllr W Major	Zoom conference host: June	14.39
BP 24/6	Mr Bloor	Office planter: Summer bedding plants	39.90
BP 24/6	EBC	Cemetery: Bin collection 1/4/20 - 30/6/20	96.72
BP 30/6	Mrs Bloor	Salary: June	1,479.98
BP 30/6	HMRC	Tax/NIC's: June	387.93
BP 30/6	Andrew's GS	Litter picking: June	682.00
BP 30/6	Andrew's GS	Low level work: June	532.50
BP 30/6	Mrs Bloor	Shaw & Sons: PC receipt book	25.40
Total:			<u>7,528.46</u>

**RESOLVED:** to approve the schedule of payments shown above

## 20. INCOME RECEIVED

### 1. EBC quarterly payments of Precept and CF Grant

To give delegated authority to the Clerk to transfer funds from the Current Account to the Deposit Account (as required) to gain interest: 3/7/20, 2/10/20 & 4/1/21.

Precept: £12,501.50 / CF Grant: £6,679.50 = Total: £19,181

**RESOLVED:** that the Clerk be given delegated authority to transfer quarterly funds between accounts, in consultation with the Chairman and Vice-Chairman

2. To note income received during June

4	HMRC: VAT refund 1/10/19 - 31/3/20	4,597.13
16	A165: Plot/Interment/Pre-Paid Interment	320.00
16	A171: Bailey (Mason) - Plaque	80.00
	DCC: County Cllr Community Fund	
22	(Bench/Planter)	2,500.00
30	HSBC Election Account (Polling station costs)	0.02
30	HSBC Savings (Business) Account - Interest	0.29
30	HSBC Grant Account - Interest	0.00
	Total	<u>7,497.44</u>

**RESOLVED:** to note income received, as shown above

**21. CORRESPONDENCE**

None to date.

**22. 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.*

**23. TO NOTE THE DATE & TIMES OF THE NEXT PARISH COUNCIL MEETING**

**TUESDAY, 1 SEPTEMBER 2020 at 7.00PM**

*Location to be confirmed in line with the latest Government guidance in place when the next Agenda is issued.*

**The meeting closed at 7.50pm**

**Signed by the Chairman:** \_\_\_\_\_ **Date:** \_\_\_\_\_