

# SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 14 January 2020 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	
	Cllr Mrs S Hales	
	Cllr T Hales	
	Cllr S Jarratt	
A	Cllr Mrs C Powers	
	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 residents  
Clerk to Sawley Parish Council (Observing)

The Chairman welcomed everyone to the meeting.

## 167. TO RECEIVE APOLOGIES FOR ABSENCE

Councillor	Reason for absence
Mrs L Bilbie	Prior commitment
A Gibson	Other commitment
Mrs C Powers	Work commitment

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

## 168. TO RECEIVE DECLARATIONS OF INTERESTS

The Clerk declared an interest in Agenda Item 179 as her husband was maintaining the Council's new website. She offered to leave the meeting during the item.

## 169. TO CONSIDER REQUESTS FOR DISPENSATION

There were no requests for dispensation.

## 170. VARIATION OF ORDER OF BUSINESS

Agenda Item 177. Planning - Matters for consideration after the Agenda was issued

**RESOLVED:** to consider the following:

### To consider consultations

ERE/0120/0018 74, Station Road

ERE/0120/0019 5, Doncaster Avenue

#### 171. PUBLIC PARTICIPATION SESSION

In response to an enquiry, it was confirmed that a formal planning application for development of land at 111, Longmoor Lane had not yet appeared on the EBC site.

#### 172. TO RECEIVE REPORTS FROM THE FOLLOWING:

##### a) County Councillor report

- DCC was currently undertaking a review of buildings used for Care Homes.
- Due to prolonged and heavy wet weather conditions throughout Derbyshire over several months, roads and drains had required significant attention, thereby increasing maintenance costs. It was hoped the Environment Agency would offer funding to support ongoing work and ease budget pressures.

##### b) Borough Councillors report

- EBC was currently consulting with residents to seek their views on possible savings to services, prior to setting the 2020/2021 budget
- Kerbside collections had proved popular and the initiative was set to continue
- EBC would soon be consulting on how planning applications were delivered for public consultation
- EBC was carrying out a review to identify land for new homes. Preferred sites for the new builds included 1,000 new homes at the Stanton Regeneration Site

#### 173. TO RESOLVE THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3 DECEMBER 2019 ARE A CORRECT RECORD

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

#### 174. MATTERS FOR REPORT

There were no matters to consider.

#### 175. TO RESOLVE THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 21 NOVEMBER 2019 ARE A CORRECT RECORD

**RESOLVED:** that the Minutes of the Finance Committee meeting held on 21 November 2019, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chairman

#### 176. CHAIRMAN'S ANNOUNCEMENTS

There was no report under this heading.

#### 177. PLANNING

##### I. To consider consultations receive from EBC

ERE/1219/0018      **Land Rear of 1 & 3 Longmoor Lane**

Erection of a two storey building containing 2 apartments

**RESOLVED:** to make objections on the following:

- Access and egress from the track to the main highway
- Scale, design, mass and density
- To be in-keeping with the character of the Conservation Area

ERE/1219/0043      **The Plough, Town Street**  
Replacement signage to include illuminated and non-illuminated signs.  
(Advertisement Consent)  
**RESOLVED:** that no objections be made

ERE/1219/0041      **6 Moorfield Crescent (TPO)**  
T1 - Oak Tree - Reduce crown spread by 2 metres, roof clearance of the same distance and crown thin by 20%, T2 - Oak Tree - 2 metres cut back  
**RESOLVED:** that no objections be made

ERE/0120/0003      **2 Queens Drive**  
Erect two storey and single storey rear extension  
**RESOLVED:** that no objections be made

ERE/0120/0006      **Co-op Food Store, Derby Road**  
Shop front alterations (redecorate window frames & doors (grey), repaint stonework (grey), and replacement roller shutter to entrance), installation of new external plant / AC units, new timber panels to existing storage area, new timber gates at access to existing service yard, 2 No. wall-mounted cycle hoops, new resin floor finish to entrance lobby, and block up windows & doors to eastern elevation  
**RESOLVED:** to comment that the new air conditioning unit at the rear of the store should not cause noise and disturbance to adjacent residential properties

ERE/0120/0018      **74, Station Road**  
Installation of new shop front  
**RESOLVED:** that no objections be made

ERE/0120/0019      **5, Doncaster Avenue**  
Single storey rear extension and detached garage  
**RESOLVED:** that no objections be made

II. To note planning decisions taken by EBC

ERE/1119/0007      **Rockville, Church Street**  
Trees work in a conservation area  
EBC: Approved 2/12/19

ERE/1119/0009      **Lock Keepers Cottage, Lock Lane**  
Listed building consent for installation of a toilet  
EBC: Approved 18/12/19

ERE/0919/0061      **Sandiacre Town FC, Stanton Road**  
The siting of two storage containers (retrospective application)  
EBC Committee: Approved 19/12/19

**RESOLVED:** to note the decisions shown above

**178. REPORT OF THE CLERK**

I. Sandiacre reported crimes: November 2018 = 62 / November 2019 = 57  
The above figures were noted.

II. Armed Forces Covenant for Parish Councils  
**RESOLVED:** to adopt the covenant, as stated

Details would appear on the Council's website and in the annual newsletter.

- III. Canal & River Trust - Bridge 11: Clearance work / Volunteers  
Renovation work to the canal bridge and clearance of litter had been scheduled for the coming weeks by the Canal & River Trust volunteer taskforce.

The Canal & River Trust continued to seek local volunteers to assist with renovation work along the canal to help improve and preserve the area.

- IV. Christmas concert 2020

It was noted that a small number of tickets had been sold by Sandiacre Male Voice Choir (SMVC) but the Clerk had not received interest from the community. Numbers attending a Christmas concert continued to reduce year on year and ticket sales could no longer be guaranteed.

However, the Carols Around the Tree event was proving more popular each year and numbers were increasing with families and younger children attending.

Following discussion, it was **RESOLVED**: not to hold a future Christmas concert

The Clerk would notify SMVC of the Council's decision and invite members of the choir to continue leading the community carol singing at the Carols Around the Tree event. The Parish Council Chairman would continue to offer a donation.

- V. Christmas lights provider: Contract ends 2019 (Year 3 of 3)

The Clerk advised that a number of problems had arisen with the company used to install Christmas lights and currently, 4 lamps on the canal bridge remained unlit when the power supply to the motifs had been turned off.

The 3-year contract with Millennium Quest was now at an end and the Council was in a position to look elsewhere for a supplier. LeisureLites was used by EBC and many Parish and Town Councils in the area and the Parish Council had used them in the past. Installation of motifs could potentially be carried out earlier if co-ordinated around installation of the Stapleford Town Council lights.

It was noted that under the existing agreement, 30 motifs were hired and new designs could therefore be created for 2020.

It was **RESOLVED UNANIMOUSLY**:

- a) that the Council would not renew the contract with Millennium Quest
- b) that the existing 30 hired motifs would not be purchased
- c) that the Clerk would liaise with LeisureLites for the Council to consider entering into a 3-year hire agreement for new motifs and associated costs
- d) that Millennium Quest would be asked to return the pea-lights and baubles when the motifs were removed in order to save delivery costs

- VI. Code of Conduct: Revised edition to be issued shortly

The newly revised Code of Conduct would be included on the Agenda, once published.

- VII. DALC: Children's Funeral Fund – Reimbursement for Burial Authorities

Details of the new Children's Funeral Fund for England scheme were noted. Bereaved parents no longer had to pay the cost of their child's burial or cremation. Details of the scheme were shown on the Gov.uk website.

- VIII. DALC: Grant funding training course 23/1/20 (Clerk)  
It was noted the Clerk was now unable to attend the course due to attending a funeral. Should the course be run again, she would be pleased to book a place.
- IX. DALC: Spring seminar 12/3/20  
**RESOLVED:** that the Clerk attend the Spring seminar at Alfreton Hall
- X. DALC: New employment regulations: Grievance & Disciplinary policies  
Both policies would be brought to the February meeting.
- XI. Website: Accessibility Regulations compliant  
It was confirmed the new website had been designed to be compliant.

#### **179. WEBSITE REVIEW**

The Clerk left the meeting for consideration of this item as her husband had created and maintained the new website in a voluntary capacity over the previous 6 months.

Upon her return to the meeting, she was informed of the following:

The website had been well received and Mr Bloor was complimented for all his involvement in designing the new website from July 2019 and with maintaining it.

#### **RESOLVED UNANIMOUSLY:**

1. The Council wanted to retain the services of Mr Bloor as the website provider and would pay him £25 per month (from 1/2/20)
2. Mr Bloor would be offered a contract to cover a 3-year period
3. The Council would cover any fixed website costs such as renewal of the domain name, email address and security, amounting to around £30 per year

The Clerk thanked Councillors for consideration of this item.

#### **180. CEMETERY MATTERS**

- I. Burials since the last meeting: Area 2, Row B, Grave 12
- II. Interments since the last meeting: None
- III. Reserved grave space: Area 2, Row B, Grave 9

#### **181. PARKS & OPEN SPACES**

No incidents had been reported over the previous month.

Parish Council grit bins had been refilled the previous day and a small stock pile of salt was available. Stocks of salt had built up over previous milder Winters.

#### **182. BUDGET 2020/2021**

To set the level of Precept from 1/4/20 to 31/3/21

**RESOLVED UNANIMOUSLY:** to ratify the budget, as presented at the meeting and as recommended by the Finance Committee:

- Expected increase of 2% for salary costs from 1/4/20, subject to confirmation
- Precept increase of 12.5%

Concurrent Functions Budget	£26,718	<i>No reduction</i>
Council Tax Support Grant	£2,396	<i>No longer available</i>
Precept	£50,006	
Total:	£76,724	
Estimated Band D charge	£16.48 to £18.54 per year = .36p per week	

It was noted that Sandiacre was the largest parish within the Borough but had the third highest Precept and the lowest Band D charge. The Parish Council was therefore providing highly efficient and cost effective services to the community.

#### 183. CEMETERY FEES 2020/2021

To set the level of Cemetery fees from 1/4/20 to 31/3/21

**RESOLVED UNANIMOUSLY:** to accept the recommendation of the Finance Committee not to increase fees for the coming year

The Clerk would notify Funeral Directors and Masons and monitor income.

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

Circ 12	<ul style="list-style-type: none"> <li>• DALC Annual General Meeting &amp; Excellence Awards</li> <li>• Children's Funeral Fund – Reimbursement for Burial Authorities</li> <li>• Consultation: National Audit Office (External Audit)</li> <li>• NALC respond to consultation on deployment of 5G</li> <li>• Security of data</li> <li>• HR Advice</li> <li>• Stories from around the County: Brimington's Tuesday lunch addresses loneliness</li> </ul>
Circ 13	<ul style="list-style-type: none"> <li>• DALC Annual General Meeting</li> <li>• Spring Seminar – Alfreton – 12/3/20</li> <li>• Grant Funding Training Course</li> <li>• Website Accessibility Regulations</li> <li>• Good Councillor's Guide to Transport Planning</li> <li>• Local Councils tackling loneliness</li> <li>• Vehicular Activated Speed Signs: Guidance from NALC</li> <li>• Legal Briefing – Pre-election publicity</li> <li>• HR Matters: New Employment regulations</li> <li>• Law and Good practice reminder: Confidential minutes</li> <li>• What's in the pipeline?: Code of conduct for councillors</li> </ul>
Circ 14	<ul style="list-style-type: none"> <li>• Section 137 Expenditure Limit 2020/2021 = £8.32</li> <li>• Grant Funding Training Course</li> <li>• Guidance from NALC: Discrimination cases – protected characteristics</li> <li>• New Grievance and Disciplinary advice and policies</li> <li>• What's in the pipeline?: Joint Panel on Accountability and Governance</li> <li>• DALC Christmas office closure</li> </ul>

**RESOLVED:** to note the above circulars

#### 185. FINANCIAL STATEMENT

A financial statement was circulated at the meeting.

## 186. ACCOUNTS FOR PAYMENT

To authorise the schedule of payments listed below:

<u>DD 1/12</u>	Water Plus (9648)	Office supply	10.12	
<u>DD 16/12</u>	BT (3066)	Line rental / calls	109.57	
<u>DD 20/12</u>	Sovereign	Play area inspections	47.99	
<u>DD 20/12</u>	E.on (8660)	Electricity charges: Office/DARG	68.64	
3647	Willy Albans & Sons	Cemetery: Low level tree work	360.00	11-Dec
3648	Mr Bloor	Internet security renewal	12.80	07-Jan
3649	Horizon	Grounds maintenance: November	1,329.70	07-Jan
3650	Mrs Bloor	Salary: December	1,448.16	07-Jan
3651	HMRC	Tax/NIC's: December	382.93	07-Jan
3652	Cancelled			07-Jan
3653	Andrew's GS	Litter picking: December	770.10	07-Jan
3654	Andrew's GS	Low level maintenance work: December	60.00	07-Jan
3655	Horizon	Grounds maintenance: December	1,329.70	14-Jan
3656	EBC	Cemetery: Bin collection 1/1/20 - 31/3/20	93.86	14-Jan
		Total	<u>6,023.57</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.

## 187. INCOME RECEIVED

December

2	Area 2, Row B, G9: Reserved	1,080.00
17	Hawleys: A2, RB, G13 H/S approved	160.00
17	Hawleys: G149 H/S not approved = T of R's	50.00
31	HSBC Election Costs Account	0.01
31	HSBC Savings (Business) Account	5.93
31	HSBC Grant Account	0.01
	Total	<u>1,295.95</u>

**RESOLVED:** to note the income received

## 188. CORRESPONDENCE

- Royal British Legion: Thank you for donation of £25
- Sandiacre Male Voice Choir: Thank you to Chairman for donation of £50
- EBC: Concurrent Functions allocation 2020 / Submission of Precept figure 2020
- Councils & Clerks Direct magazine: January 2020

**RESOLVED:** to note the above items of correspondence

## 189. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

No items were deemed confidential.

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

**Tuesday, 4 February 2020 at 7.00pm**

**The meeting closed at 8.30pm**

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