

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org.uk

Date: 29/4/26

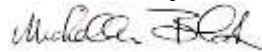
To: All Members of Sandiacre Parish Council

Dear Councillor,

You are hereby **SUMMONED** to attend the meeting of Sandiacre Parish Council to be held at **7.00pm** on **Tuesday, 5 May 2026** in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ for the purpose of transacting the following business:

Members are asked to complete the attendance sheet upon arrival.

Yours faithfully,



Mrs Michelle Bloor - Clerk to Sandiacre Parish Council

AGENDA

1. CO-OPTED MEMBER

To receive the Declaration of Acceptance of Office and Disclosable Pecuniary Interest (DPI) form from Cllr Alfrey.

2. APOLOGIES & APPROVAL FOR ABSENCE

To receive apologies for absence.

3. TO RECEIVE DECLARATIONS OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the Agenda as required by Sandiacre Parish Council's Code of Conduct for Members and by the Localism Act 2011.

4. TO CONSIDER REQUESTS FOR DISPENSATION

5. VARIATION OF ORDER OF BUSINESS

6. PUBLIC PARTICIPATION

Members of the public are welcome to attend the meeting to listen to discussions or raise a question through the Chairman. A member of the public shall not speak for more than 3 minutes, as per Standing Orders.

The period of time designated for public participation at the meeting shall not exceed 10 minutes, unless directed by the Chairman.

In accordance with Standing Orders, a question shall not require a response at the meeting nor start a debate. No decisions can be made on any items raised in this session, but may be included on the next Agenda for further consideration.

7. TO RECEIVE REPORTS

- | | |
|------------------------|---|
| 1. Police | Electronic report |
| 2. County Councillor | Verbal report to be provided at the meeting |
| 3. Borough Councillors | Verbal report to be provided at the meeting |

8. TO RESOLVE THAT THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 7 APRIL 2026 ARE A CORRECT RECORD

9. PLANNING

1. To consider planning application consultations received from EBC

PA/2026/0090 **Friesland School, Nursery Avenue**

Construction of below ground source heat pumps

PA/2026/0162 **58 Station Road**

Convert offices to commercial units and apartments. Comprising of 4 commercial units (Unit 1 = Ea Usage and Units 2-4 Ec Usage) plus x 2 two bed flats. Erection of a two-storey rear extension

PA/2026/0188 **32 Bostocks Lane and land to west, Risley (Major application)**

Outline application for development of up to 150 dwellings and associated infrastructure with all matters reserved, except for details of access from Bostocks Lane and demolition of all buildings, including 30 Bostock Lane

PA/2026/0193 **8 Victoria Crescent**

To have a dropped kerb installed leading to the front of the property
Refer EBC decision shown below.

2. To note planning decisions taken by EBC

PA/2026/0193 **8 Victoria Crescent**

To have a dropped kerb installed leading to the front of the property
EBC: Approved 8/4/26

PA/2026/0110 **150 Town Street**

External wall insulation to all facades with rendered finish
EBC: Approved 17/4/26

PA/2026/0111 **263 Derby Road**

External wall insulation to all facades with rendered finish
EBC: Approved 17/4/26

PA/2026/0193 **11 King Edward Street**

External Wall Insulation To All Facades With Rendered Finish
EBC: Approved 17/4/26

10. CHAIRMAN'S REPORT

Verbal report to be presented at the meeting.

11. REPORT OF THE CLERK

1. Crimes reported: February 2025: 51 / February 2026: 69
2. Air quality monitoring devices
3. Internal audit 27/4/26: Mrs S Stack (East Midlands Audit Services)
4. DCC: 1 tonne of grit awaited
5. DCC: Licence for planter: Awaited / Shipment of planter
6. EBC notification of grant funding for parishes:
 - Village Investment Fund £180,000 (£22,500 allocated for Sandiacre))

- Special Projects - £180,000 (Submissions to be considered)
- 7. EBC: Stoney Clouds entrances - Response from EBC
- 8. Request to use Doncaster Ave. RG for exercise activities
- 9. Heartwood Community Forest: Project completion & publicity
- 10. Newsletter: Printing w/c 27/4/26 / Distribution / Website copy
- 11. Village sign: Progress to date

12. INSURANCE

1. To note insurance cover in place from 2025 to 2027

2025	2026	2027
1/6/25 to 31/5/26	1/6/26 to 31/5/27	1/6/27 to 31/5/28

2. Asset Register to 31/3/26: Fixed assets & information on the cost/value of an asset at the time of purchase.
3. To consider adequacy of insurance cover.

13. YEAR END ACCOUNTS 2025/2026

1. Internal Audit 2025/26 – Terms of Engagement
To note the engagement letter for appointing Mrs S Stack (East Midlands Audit Services) was issued on 5/10/25.
2. Annual Internal Audit Report
To receive and note the annual Internal Audit Report undertaken by Mrs S Stack on 27/4/26 (AGAR Page 3).
3. To receive the Year End Financial Accounts
 - a) Consolidated year-end bank reconciliation as at 31/3/26
 - b) Budget monitoring to year end
 - c) Explanation of significant variances
4. Notice of the Period for the Exercise of Public Rights
To note the date of announcement: 27/5/26: Period covered: 3/6/26 to 14/7/26
5. The Annual Governance Statement (Section 1)
To approve at the meeting and for the Chairman and Clerk to sign. (AGAR Page 4).
6. The Accounting Statement (Section 2)
For the RFO to sign and present to Council at the meeting. (AGAR Page 5).
7. Annual Governance & Accountability Return (AGAR)
To approve submission of the completed AGAR, together with supporting documentation to the independent external auditor: PKF Littlejohn.

14. PREMISES FIRE RISK ASSESSMENT

Outcomes from visit undertaken on 14/4/26

- I. Office entrance door: Thumb turn lock to meet requirements
- II. Approve basic fire awareness training for Clerk (on-line)
- III. Introduce: Fire Safety Policy
- IV. Review Health & Safety Policy
- V. Review Lone Working Policy

15. POLICY REVIEW

To consider an annual review of policies at the next meeting:

- I. Code of Conduct
- II. Complaints Procedure
- III. Equality & Diversity Policy
- IV. Financial Regulations
- V. GDPR
- VI. Grievance Policy
- VII. Standing Orders

16. CEMETERY MATTERS

1. Burials since the last meeting
None to date.
2. Interment of Ashes since the last meeting
Area 2, Row A, G2 Interment of Ashes into grave
3. Reserved Graves / Plots since the last meeting
Area 2, Row F, G5 Out of area fees

17. PARKS & OPEN SPACES

To consider any incidents or maintenance issues since the last meeting

18. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Newsletters circulated electronically to Councillors upon receipt: April

19. FINANCIAL MATTERS

1. Financial report to be presented at the meeting
To note the bank reconciliation and cashbook balances.
2. Payments schedule to be authorised

DD 8/4	British Gas (78)	Premises: 24/2/26 to 25/3/26	91.39
DD 13/4	Npower (92)	Canal bridge lighting: 1/1/26 - 31/3/26	62.86
CHG 21/4	HSBC	Bank activity charge	2.00
BP 3/4	DALC	Subscription: 1/4/26 - 31/3/27	1,476.43
BP 3/4	Fox Landscapes	DARG: Tree work / Tripping hazards removed	1,122.00
BP 16/4	EBC	Burial grounds: Trade waste 1/4/26 - 30/6/26	286.00
BP 21/4	ICCM	ICCM membership	110.00
BP 21/4	Fox Landscapes	Spr. Park: Tree work by resident's property	300.00
BP 21/4	Fox Landscapes	Spr. Park: Mulch for 54 new trees	180.00
BP 21/4	Fox Landscapes	DARG: Removal of large fallen branch	180.00
BP 21/4	Fox Landscapes	Spr. Park: Replace vandalised tree guard	144.00
BP 27/4	O Heap	Premises: Fire Risk Assessment	726.00
BP 27/4	Shaw & Sons Ltd	PC Receipt books x 2	52.74
BP 27/4	Fox Landscapes	DARG: Emergency tree work (branches)	456.00
BP 27/4	Fox Landscapes	Spr. Park: Remove large concrete base	36.00
BP 28/4	Mr A Dale	Newsletter collating & formatting (Spring)	600.00

BP 28/4	East Mids. Audit Serv.	Internal audit 27/4/26 (2025/2026)	207.65
BP 28/4	Diamond Print	Newsletter printing (Spring)	587.00
BP 30/4	Mrs Bloor	Monthly salary	1,876.27
BP 30/4	HMRC	Monthly tax & NIC's	588.97
Total:			<u>9,085.31</u>

3. To note income received

2	EBC: Precept 2026/27	111,400.00
13	VAT refund: 1/1/26 - 31/3/26	4,031.27
28	A228: Craftsmen In Stone: Additional fee	6.00
28	Area 2, Row E, G10: Grave/Burial pre-paid	895.00
28	A232: Plot / Interment / Pre-paid interment	409.00
28	A231: A W Lymn Plot / Interment x 2	392.00
28	Area 2, Row F, G5: Pre-paid grave (O of A)	1,380.00
Total:		<u>118,513.27</u>

4. To consider any financial risks affecting the Council

None identified to date.

20. **CORRESPONDENCE**

To receive correspondence not already considered on the Agenda.

21. **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.*

22. **DATE & TIME OF NEXT PARISH COUNCIL MEETING**

TUESDAY, 2 JUNE 2026 at 7pm

The Memorial Institute, 19a Doncaster Avenue, Sandiacre NG10 5FJ