

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 3 June 2025 at 7.00pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

	Cllr W Major	Chair
	Cllr S Bilbie	Vice-Chair
	Cllr T Ford	
	Cllr A Gibson	
	Cllr G Hickton	
	Cllr Mrs G Hickton	
A	Cllr S Jarratt	
	Cllr J Lowrie	
	Cllr R Pound	
A	Cllr T Sanghera	
	Cllr R Stewart	

IN ATTENDANCE: Mrs M Bloor Clerk to the Parish Council

MEMBERS OF THE PUBLIC: None

The Chair welcomed everyone to the meeting.

24. APOLOGIES & APPROVAL FOR ABSENCE

Councillor	Apology for absence received
S Jarratt	Prior meeting commitment
T Sanghera	Work commitment

RESOLVED: to accept the apologies for absence received

25. DISCLOSABLE PECUNIARY INTEREST (DPI's)

Cllr Gibson and Cllr Hickton updated their DPI's. Copies would be forwarded to EBC.

26. CASUAL VACANCY

To note the following casual vacancies have arisen:

1. One vacancy due to the passing of a Councillor – Notice currently displayed
EBC had confirmed that an election had not been called, therefore the Council could move to co-opt to fill the casual vacancy.
2. Two vacancies following the resignation of Cllr Hales & Cllr Mrs Hales on 20/5/25 due to increased commitments
Cllr Hales and Cllr Mrs Hales had tendered their resignation on 20/5/25 with immediate effect due to increased family commitments.

The Clerk was asked to convey Councillors' sincere thanks and appreciation to them both for all their commitment to the Council and local community over a number of years. Their involvement and contribution would be greatly missed.

3. To notify EBC of additional vacancies and issue the Public Notice

EBC would be notified the Council intended to display the notice for 2 further casual vacancies from 4/6/25. If no election was again called, the Council could move to co-opting 3 new Members at the same time.

The Clerk was asked to forward a co-option questionnaire to all Councillors, for information.

RESOLVED: the co-option process between meetings be delegated to the Clerk, Chair and Vice-Chair

4. To remove signatories from the bank mandate list and update the website

It was noted the bank mandate would be amended to remove the names of the 3 signatories. However, they were not required to be replaced as a number of Councillors were already named.

The Clerk would arrange for removal of the signatories on the mandate form and the Council's website would be updated to advertise the additional 2 vacancies.

27. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

28. TO CONSIDER REQUESTS FOR DISPENSATION

There were no requests for dispensations.

29. VARIATION OF ORDER OF BUSINESS

Refer Agenda Item – 34.1 Planning

Consultation received after the Agenda was issued

ERE/0425/0038 **15 Park Drive**

ERE/0425/0030 **Sandiacre Library**

30. PUBLIC PARTICIPATION

No items were raised.

31. TO RECEIVE REPORTS FROM THE FOLLOWING:

a) Police

PCSO Hawksworth's report was circulated at the meeting.

PC Dugard was intending to be present, if available.

The Chair noted he was hoping to speak with an officer to voice concerns raised by a number of residents over serious ongoing issues in their area.

b) County Councillor

Cllr Major reported on the following:

- The controlling group had elected a Leader and Cabinet, but no meeting dates had yet been set
- The Climate Change, Biodiversity & Carbon Reduction Committee had been disbanded
- Repairing potholes was now a priority area for the Council

c) Borough Councillors

Cllr Major and Cllr Bilbie reported on the following:

- Consultation on the Core Strategy Review Amendment, building on greenbelt land, had ended and would now be considered by the Planning Inspectorate
- Interim feedback on the Local Government Review showed support for separating Derbyshire into two parts, between the north and south side
- It was considered Bridge Street car park should again be free of charge to support local businesses

32. TO RESOLVE THAT THE DRAFT MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY, 6 MAY 2025 ARE A CORRECT RECORD

RESOLVED: the Minutes of the Annual Parish Council meeting held on 6 May 2025, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chair

33. TO RESOLVE THAT THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 6 MAY 2025 ARE A CORRECT RECORD

RESOLVED: the Minutes of the Parish Council meeting held on 6 May 2025, copies of which have been previously circulated to Members, were confirmed as a true record and signed by the Chair

34. PLANNING

1. To consider planning application consultations received from EBC

ERE/0525/0007

52 Bostocks Lane

Variation of conditions 2 (Approved Plans) and 3 (Materials) of planning permission

ERE/1024/0042

RESOLVED: No objections be made

Cllr Bilbie declared an interest knowing the applicant and did not vote.

ERE/0525/0028

15 Park Drive

Rear extension (ground floor and room in the roof) to create kitchen / dining space on the ground floor and master bedroom within roof space, single storey side extension to create new attached garage and to extend existing garage

RESOLVED: No objections be made

ERE/0525/0030

Sandiacre library

Retrospective application for siting an InPost Parcel Locker

RESOLVED: Concerns had been raised by local residents that the location of the locker was unsuitable and it was sited adjacent to a park. Crime prevention issue: The locker is lit at night and could attract ASB, in addition, the height of the locker allows ease of access to the library roof

2. To note planning decisions taken by EBC

ERE/0325/0027

18 Enigma Close

Erect outbuilding for use as beauty treatment business, resulting in a mixed use plot (residential and beauty treatment business)

EBC Approved: 14/5/25

ERE/0325/0044

8 Lancaster Avenue

Erection of a two storey side extension, Erection of single storey front extension

EBC Approved: 15/5/25

ERE/0425/0073 **55 Wood Avenue**
Certificate of Lawfulness: Proposed dropped kerb / hardstanding to allow vehicular access
EBC Approved: 22/5/25

ERE/0325/0075 **17 Woburn Croft**
Certificate of lawfulness for a single storey extension to the side of the building on the rear,
for use as a living space
EBC Approved: 20/5/25

RESOLVED: to note the above

35. CHAIRMAN'S REPORT

1. Installation of Cemetery boundary markers

Cllr Major, Bilbie and Sanghera had recently installed metal markers posts along the boundary line established by the Surveyors to define Cemetery land.

Now the boundary line had been determined, Land Registry would be informed in order to allow the Title Deeds for both parties to be updated.

2. Response to EBC re housing allocation on green belt site in Sandiacre

Consultation on the Core Strategy Review Amendment had now closed and a decision was awaited from the Planning Inspectorate.

3. Sandiacre Male Voice Choir - Donation

SMVC had sadly folded due to lack of numbers, but they had funds remaining and wished to donate to local causes. They had expressed interest to make a donation to the Parish Council for a permanent feature in the village centre that could be used to benefit the wider community.

The Clerk was delegated to liaise with SMVC over suggestions and bring back details to the next meeting.

It was noted new arrangements for running the Carols around the Tree event would be required.

36. REPORT OF THE CLERK

1. Crimes reported: March 24 = 46 / March 25 = 81

The above was noted.

2. Change of domain name for compliance: www.sandiacreparishcouncil.org.uk

RESOLVED: the Parish Council's domain name be updated, as shown above

3. Clerk's appraisal: Date to be confirmed / Contract of employment to be updated

The meeting would be set for July at a date and time to be confirmed.

4. Pension Regulator: Re-declaration of compliance / Re-enrolment

Cllr Major (representing the Parish Council as employer) had written to the Clerk offering a pension scheme upon renewal of the 3-year enrolment period.

The Clerk had formally replied to say she again wished to opt-out.

The Pension Regulator and pension provider (NEST) would be notified accordingly.

5. ROSPA: Annual play area inspection: Findings

Details of the reports had been checked to identify repair work required and it was noted the majority of findings showed only a small number of low/medium risks.

Dewbar had confirmed they would undertake repairs at the earliest opportunity.

6. Springfield Park: Perimeter footpath: Progress to date

It was confirmed the project was now completed and a site meeting with Lightmain, Cllr Bilbie and the Clerk had been undertaken to sign-off work.

All remedial work identified would be addressed, including removing large stones, replacing damaged slabs, re-seeding and building up soil by edging to avoid any potential tripping hazards.

FCC had been notified and the invoice for £65,028 had been forwarded. The Clerk would now liaise with FCC to arrange publicity and an official opening day.

It was considered noticeable how many people were now using the new path.

7. Village sign: Order placed for ornate metal sign (Village Sign People, Norfolk)

It was confirmed the metal village sign was on order. As the lead in time was 18 months, design options would be produced by the supplier, for approval.

37. COUNCILLOR TRAINING

It was considered new Councillors would greatly benefit from attending training with DALC to become familiar with their role and responsibilities.

38. POLICY REVIEW

1. NALC Model Standing Orders: 2025 version
2. NALC Model Financial Regulations: 2025 version
3. Cemetery Rules and Regulations: Update following ICCM recommendation

RESOLVED: to adopt the updated policies, without amendment

39. BLUE PLAQUE SCHEME - HISTORIC ENGLAND

Councillors considered the criteria: *'the deceased person having been dead for at least 20 years, having a demonstrable connection to a surviving building and making a significant contribution to public life'*.

It was considered the late, Mr and Mrs Noskwith both met the criteria for having made an exceptional impact in their field, community or on society at large, but it was noted application could not be made at this time under the blue plaque scheme.

40. HEARTWOOD COMMUNITY FOREST PLANTING SCHEME

Springfield Park Working Group

The Working Group would meet with Matt Smith, Woodland Creation Advisor on 8/7/25 at 6pm to consider design options and ideas for planting. Details would be brought to the next meeting.

41. CEMETERY MATTERS

1. Burials since the last meeting
6/5/25 Area 2, Row D, G15
2. Interment of Ashes since the last meeting
None to date.
3. Reserved Graves / Plots since the last meeting
A226

42. PARKS & OPEN SPACES

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

1. Doncaster Avenue Recreation Ground
 - a) Vandalism: Drilled screws and litter items placed on tree by office.
 - b) Removal of bolts to play area fence panels with power tool.
Emergency repairs £108. Crime number obtained.
 - c) Stolen motorbike abandoned on park. Owner found and bike retrieved.
- II. Amenity Areas / Flower bed planting
Village centre: Summer bedding planted by Mr Wilford.

RESOLVED: to note the above

43. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Newsletters circulated electronically to Councillors upon receipt: Latest issued: May

44. FINANCE

a. Financial report

The Clerk circulated the following information:

- Schedule of payments to be authorised
- Details of income received over the previous month
- Bank reconciliation aligned to statements
- Accumulating VAT from 1/4/25 = £1,262.82
- Transfer between accounts by the Clerk: 29/5/25 = £7,000
- Risks affecting the Council

RESOLVED: Cllr Bilbie & Cllr Sanghera be asked to monitor invoices and bank statements

b. Payments schedule to be authorised

DD 1/5	Water Plus (9648)	Premises supply	17.11
DD 3/5	BT	Broadband: 1/4/25 - 30/6/25	264.77
DD 10/5	British Gas (0778)	Premises electricity supply: 24/3/25 - 27/4/25	107.33
CHG	HSBC	Account fee: £8 + Activity charges	13.50
BP 2/5	Fox GM	Grounds Maintenance (1st - April)	1,638.13
BP 9/5	East Mids. Audit Serv.	Internal audit 2024/25	197.65
BP 12/5	ROSPA	Annual inspection for DARG/Spr. Park	513.60

BP 13/5	Dewbar Fabrications	DARG: Emergency callout to repair fence panels	108.00
BP 19/5	ICCM	Annual subscription: Cemetery management	105.00
BP 19/5	Mrs Bloor	Premises: Sweeping brush/dustpan and brush (B&Q)	25.00
BP 30/5	Civic Pride	Lamp column testing x 38 for Xmas light motifs	456.00
BP 30/5	Zurich Insurance	Annual renewal (Year 1 of 3)	2,674.51
BP 30/5	Mrs Bloor	Monthly salary	1,826.88
BP 30/5	HMRC	Tax & NIC	559.87
BP 30/5	Mr Wallace	Litter picking	627.75
BP 30/5	Mr Wilford	Amenity areas contract: 2 / 6	575.00
BP 30/5	Mr N Wilford	Litter licking: 2 days cover	101.25
BP 30/5	Spens Garden Serv's.	Burial grounds/Parks : Low level work	950.00
BP 30/5	Spens Garden Serv's.	Litter picking: 4 days cover	121.50
BP 30/5	Mr N Wilford	Spr. Park: Emergency callout to clear grill	100.00
BP 30/5	Mrs Bloor	Office: Bedding plants for planter	62.93
Total:			<u>11,045.78</u>

c. To note income received

08-May	Hawleys: Plaque A176	72.00
15-May	Co-op LE: Row D, G15 burial	196.00
15-May	Plot for 2: A227 (Paid separately)	196.00
15-May	Plot for 2: A227 (Paid separately)	196.00
15-May	Plot for 2: A226	392.00
27-May	Hawleys: G169 H/S	72.00
30-May	Baileys: Plaque UN-C area by path	98.00
30-May	Baileys: Plaque A116	98.00
30-May	Baileys: Plaque A225	98.00
31-May	HSBC Savings (Deposit) A/C - Interest	136.50
31-May	Savings A/C: EBC electoral admin. costs - Interest	5.45
31-May	HSBC Savings A/C: Grants - Interest	4.14
Total:		<u>1,564.09</u>

d. To consider any financial risks affecting the Council

None to date.

BANK RECONCILIATION		STATEMENTS - May	
Balance brought forward	27,471.89	Current Account	5,692.78
Add income	106,909.96	Deposit A/C	97,794.00
	134,381.85	Savings A/C:	
		EBC: Electoral admin. costs	4,051.24
Less expenditure	23,870.95	Savings A/C	
		(Earmarked: New village sign)	2,972.88
Total	110,510.90	Total	110,510.90

45. CORRESPONDENCE

To receive correspondence not already considered on the Agenda.

46. 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.*

47. DATE & TIME OF NEXT PARISH COUNCIL MEETING

TUESDAY, 1 JULY 2025 at 7.00pm

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

The meeting closed at 8.15pm.

Signed by the Chair: _____

Date: _____

Initialed by the Chair: _____