

SANDIACRE PARISH COUNCIL

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Minutes of the Parish Council meeting held on Tuesday, 3 October 2023 at 7.00pm in the Memorial Institute, 19a Doncaster Avenue, Sandiacre, Derbyshire NG10 5FJ

PRESENT:

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

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

MEMBERS OF THE PUBLIC: One

The Chairman welcomed everyone to the meeting.

94. TO RECEIVE APOLOGIES FOR ABSENCE

	Apology for absence received and noted
Cllr S Jarrett	Prior meeting commitment
Cllr R Pound	Work commitment
Cllr T Sanghera	Work commitment

RESOLVED: to accept the apologies for absence received

95. TO RECEIVE DECLARATIONS OF INTERESTS

Item 101. Planning - ERE/0923/0022 1 Orchard Way

Cllr Hales and Cllr Mrs Hales declared an interest as neighbours of the applicant and abstained from voting on this item.

Item 103. Clerk's Report: Thursday evening club held at the Memorial Institute

The following Councillors declared a personal interest as Memorial Institute Trustees:

Cllr S Bilbie Cllr W Major Cllr K Stewart Cllr R Stewart

96. TO CONSIDER REQUESTS FOR DISPENSATIONS

Item 103. Clerk's Report: Thursday evening club held at the Memorial Institute

Parish Council to hire the Memorial Institute for 1 hour each Thursday evening.

The Clerk gave dispensation to the following Councillors to allow them to vote:

Cllr S Bilbie Cllr W Major Cllr K Stewart Cllr R Stewart

97. VARIATION OF ORDER OF BUSINESS

RESOLVED: to consider planning application ERE/1023/0001 10, Hatfield Avenue under Agenda Item 101 that was received after the Agenda was issued

98. PUBLIC PARTICIPATION

No items were raised.

99. TO RECEIVE REPORTS FROM THE FOLLOWING:

1. Police

PCSO Hawksworth's report, copies of which have been previously circulated to Members, was noted.

The police had advised they were working with local people and Asylum Seekers to reduce incidents around the Novotel.

2. County Councillor

Cllr Major reported on the following:

- DCC was seeking to reduce a predicted shortfall of £46m in the next financial year and a number of savings were being considered
- East Midlands Combined Authority was expected to be established in May 2024 and would see the introduction of an elected Mayor for Derbyshire, Nottinghamshire, Derby, and Nottingham
- Drain covers had been removed in several areas, including Sandiacre, but those responsible had been caught
- An outbreak of bird flu had recently spiked
- Millie Bright would soon become an honorary freewoman of the county having grown up in Derbyshire and captained the England Lionesses.

3. Borough Councillors

- The Recycling Centre at West Park had closed and the container raising funds for Air Ambulance was no longer available
- EBC Today was now only available on-line and concerns were being raised it would disadvantage those without internet access
- It was now proving difficult to speak directly with Planning Officers

100. TO RESOLVE THAT THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 5 SEPTEMBER 2023 ARE A CORRECT RECORD

RESOLVED: the Minutes of the Parish Council meeting held on 5 September 2023, copies of which have been previously circulated to Members, were confirmed as a true record

101. PLANNING

1. To consider planning application consultations received from EBC

ERE/0923/0016

Rockville Church Street

Tree works in a conservation area notification - T1-6 - Beech - Crown reduction by 1.5 metres, prune away from property by 2 metres. L1-23 -Leylandii - Reduce in height by 2 metres

Resolved: to note the application without comment

ERE/0923/0003 **Inglemount, 36 Maple Avenue**
Certificate of Lawfulness for widening drive by 2.5m from 2.98 to 5.45 and widening dropped kerb by 0.95m from 2.75m to 3.7m. The existing 3 dropped kerbs and 2 droppers to be changed to 4 dropped kerbs and 2 droppers.
Resolved: to note the application without comment

ERE/0923/0022 **1 Orchard Way**
First floor extension to existing bungalow to include raising roof height and addition of dormer windows to provide first floor accommodation plus alterations to existing fenestration and the dropped kerb
Resolved: to submit objections on the following grounds:

- The new development would be out of character with other properties in the vicinity
- The new development is overbearing and out of scale
- There are concerns over access and egress to the property

ERE/0923/0029 **14 Coronation Avenue**
New single storey mono pitched roof side extension, new single storey flat roof side extension. Additional hardstanding and ramp access to the front of the property.
Resolved: that no objections be made

ERE/1023/0001 **10 Hatfield Avenue**
Proposed single storey rear extension
Resolved: that no objections be made

2. To receive planning decisions taken by EBC

ERE/0723/0044 **12 Nursery Avenue**
Change of use of dwelling to a mixed use to include the construction of an outbuilding in rear garden to be used for a physiotherapy business
EBC: Approved 25/8/23

ERE/0723/0053 **8 Town Street**
Works to various trees within the Conservation Area
EBC: Approved 12/9/23

ERE/0823/0001 **8 Town Street**
Works to 2 Yew trees and 1 Yew hedge. Reduce height down to 12ft. Cut all lateral branches back to trunk
EBC: Approved 26/9/23

RESOLVED: to note the above decisions

102. CHAIRMAN'S REPORT

EBC Public Consultation (2/10/23 to 30/10/23) - Erewash Polling Places
The Chairman reported EBC had just begun a public consultation to review polling station sites across Erewash, although Ward boundaries remained unchanged.

Following discussion, the Clerk was asked to respond expressing the Council's view that no changes should be made to the two existing polling stations in Sandiacre sited at the Cricket Club and Memorial Institute.

EBC: Litter bins
It was noted EBC had recently installed 2 new pavement litter bins, but subsequently invoiced the Parish Council for costs without prior involvement of the Clerk or agreement of the Council. Consequently, the invoice had not been paid.

Councillors were reminded they could ask the Clerk to add an item to the Agenda if they felt a relevant subject should be discussed.

103. REPORT OF THE CLERK

1. Crime figures, latest recorded: July 2022: 69 / July 2023: 92
The above was noted.
2. Cemetery Boundary: Survey costs
The Clerk had established 2 companies and was currently awaiting quotes. Once details were received the Chairman and Clerk would meet with the resident.
3. East Midlands Audit Services: Mrs S Stack internal auditor from 1/4/24
Mrs Stack had been appointed by East Midlands Audit Services to undertake the Council's annual internal audit. She was accountancy and CILCA qualified and had been Clerk/RFO and Cemetery Manager to Nuthall Parish Council for many years.
4. Grant application: DCC £942 – Community Leadership Fund (Coronation trees)
Cllr Major was thanked for providing funding for two trees. They had been successfully planted and reimbursement of costs had been received from DCC.
5. Springfield Park: FCC application for £90,000 for perimeter footpath
It was confirmed a perimeter footpath could be considered for grant funding by FCC with the Parish Council making a 10.75% contribution (£9,826). This would allow use of the park's facilities all year round.

Local residents had previously asked for a perimeter footpath and the Council's newsletter would soon be distributed, which included consultation on the project.

RESOLVED: the Clerk apply for funding from FCC Communities Foundation for £91,407 (2024 costs) in their next round of applications starting in October

6. Thursday Evening Club held at the Memorial Institute from 14/9/23 (Ages 11-14)
The scheme had been running since 14/9/23 and a number of children had already signed up. Publicity had been provided by the schools and Parish Council.

In order to support the 12 month project, the Parish Council could cover hiring the hall for one hour each Thursday evening.

RESOLVED: that the Parish Council cover the cost of hiring the Memorial Institute for one hour each week from 14/9/23 (Current rate £10 per hour)

The Clerk would organise the booking.

104. FINANCE MONITORING

Income and expenditure payments monitoring from 1/4/23 to 31/8/23.
Cllr Hales and Cllr Mrs Hales received the 2023/24 Accounts for monitoring purposes and would check income received and payments made from 1/4/23.

105. CHRISTMAS LIGHTS

1. To consider approval of a new 3-year rental contract with LeisureLites Ltd
 - Period covered: 2023 to 2025
 - No change in hire charge: 37 lamp column motifs - £9,930 + VAT each year

- Including, Pea-lights on trees at Padmore Moorings and the main tree

RESOLVED: to enter into a new 3-year unchanged rental agreement for: 2023, 2024 and 2025

2. To agree designs for 37 motifs

A list of motif designs was circulated at the meeting.

RESOLVED: to approve the following two designs: 2.3m Double Star Swirls (white & gold) and Bauble Cluster (gold)

3. To receive details of the winning motif design from Cloudside Academy

Following a children's design competition, the winner and runner-up would be invited to join Cllr Major (as Parish Council Chairman) to switch-on the Christmas tree lights on 2/12/23.

Councillors were delighted with the winning designs: 1st Candy cane / 2nd Reindeer

106. POLICIES REVIEW

1. Cemetery Rules & Regulations

RESOLVED: to include the following:

Item 7. Disposal Certificate

No interment may take place unless a Registrar's Certificate or Burial or Coroner's Order for burial is *issued to the Clerk at least 3 working days before burial*

Item 8. Fees

Where the Exclusive Right of Burial is for non-Sandiacre residents, the cost is double

The Clerk would issue an updated electronic version to Funeral Directors and Masons.

2. Councillor Code of Conduct

RESOLVED: to review without change

3. Data Protection

RESOLVED: to review without change

4. Financial Regulations

RESOLVED: to update Item 4.5 Extreme Risk, as follows: The Clerk may authorise revenue expenditure, 'subject to a limit of £300' to read, '*subject to a limit of £500*'

5. Training & Development

RESOLVED: to review without change

107. CONCURRENT FUNCTIONS GRANT

To date, no response from Cllr Dawson (Leader of EBC) to correspondence issued by the Parish Council raising concerns over a reduction in funding to parishes from 2024.

Councillors raised concerns that no response had been forthcoming.

Cllr Major noted issues would be raised at the next Borough Council meeting.

108. CIVIC EVENTS 2023

Event	Date	Time	Venue
Remembrance Sunday evening service	Sunday, 12 November	6.30pm	St. Giles Church
Carols Around the Christmas tree	Saturday, 2 December	4.30pm	Opp. White Lion

- a) Invitation for all Councillors to attend civic events
- b) Invitations to local groups and organisation to be issued October
- c) Sandiacre Male Voice Choir confirmed they will lead carols on 2/12/23

The above was noted and Councillors were asked to highlight their diaries.

109. COUNCILLOR TRAINING

For Councillors to consider their training needs.

Cllr Ford confirmed he had been present with Cllr Pound at the virtual induction training session and both found it informative for developing their Councillor role and understanding the Council's processes and procedures.

110. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

Report on progress by the Chairman/Steering Group Chairman on final process.

- a) Consultation on NDP now completed and responses collated by consultant
- b) Submission made to EBC Planning Authority
- c) Independent examiner appointed by local Planning Authority
- d) Examination followed by Report
- e) Referendum (Minimum 25 days)
- f) Funding to be spent by 31/3/24

Cllr Major reported on the above and confirmed Mrs Metcalf was currently working on the final NP draft in preparation for examination.

111. CEMETERY MATTERS

- 1. Burials since the last meeting
 - Area 2, Row B, Grave 4 11/9/23
 - Area 1, G211 19/9/23
- 2. Interment of Ashes since the last meeting
 - None.
- 3. Reserved Graves / Plots since the last meeting
 - Area 2, Row D, Grave 14

112. PARKS & OPEN SPACES

To consider any incidents or maintenance issues since the last meeting.
Fly-tipping of household waste into park bins.

The Clerk advised that problems were now arising as additional household waste was being discarded in, or by, park bins, creating additional work for Mr Wallace. As bins were being filled to capacity, dog waste bags were being left on the ground.

Mr Wallace was not seeking extra work and was concerned it was left to him to remove fly tipping and dog waste bags not contained inside bins.

Councillors considered this was a result of a reduced service by EBC as household waste facilities had been closed and it was having a detrimental impact upon parishes.

The Clerk would continue to monitor the situation and support Mr Wallace.

113. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Newsletters circulated electronically to Councillors upon receipt: September 2023

114. FINANCE

1. To note the monthly financial report for September

- a) **RESOLVED:** to note the report presented by the Clerk
- b) **RESOLVED:** to write off the Brother colour printer/scanner from the Asset Register now a replacement had been purchased
- c) **RESOLVED:** that the Clerk be given delegated authority to transfer £5,000 from the Deposit Account to the Current Account during the month, if necessary, in readiness for payments

2. To authorise payments

DD 1/9	Water Plus (9648)	Office supply	18.05
DD 5/9	British Gas (0778)	Office electricity supply: 26/6/23 - 25/7/23	12.35
DD 18/9	BT (3766)	Phone rental	7.73
CHG 21/9	HSBC	Bank: Monthly charge	10.00
BP 3/9	AM Sports	Grant for Thursday Club (P&CC - Half)	2,500.00
BP 5/9	EBC	Cemetery bin collection 1/7/23 - 30/9/23	221.00
BP 5/9	AH Electrical	Premises: PAT testing	60.00
BP 11/9	Mrs Bloor	Duplicate key	10.00
BP 23/9	Printerland	Premises: Colour printer/scanner	491.90
BP 28/9	ROSPA	Annual inspection: Spr Park / DARG	1,026.00
BP 29/9	Mrs Bloor	Monthly salary: Sept	1,665.13
BP 29/9	HMRC	TAX/NIC's: Sept	455.53
BP 29/9	Andrew's GS	Litter picking: Sept (5 weeks)	858.00
BP 29/9	Andrew's GS	Low level work: Sept	360.00
BP 29/9	Andrew's GS	Amenity areas maintenance/planting	408.33
BP 29/9	Spen's GS	Litter picking cover (3 days)	72.00
BP 29/9	Spen's GS	Burial grounds/Park: Low level work	837.00
Total:			<u>9,013.02</u>

RESOLVED: to approve the accounts for payment shown above

3. To note income received

1	P&CC Grant (Half) Payable to A M Sports	2,500.00
4	Hawleys: Additional fee due for plaque	5.00

11	Area 2, Row D, G14 - Pre-payment grave/burials	970.00
15	Area 2, Row D, G9 - Pre-paid burial	180.00
15	Area 1, G53 - Ashes into grave	95.00
15	Groundwork UK: NP Consultancy fees (final)	5,000.00
19	Craftsmen in Stone: Area 2, Row D, G16 H/S – O of A	360.00
21	Hawleys: Area 2, Row D, G9 - Headstone	180.00
27	Memorial Ltd (Grantham) H/S G216	360.00
30	HSBC Savings (Deposit) A/C - Interest	145.31
30	Savings A/C: EBC - Electoral costs	11.67
30	HSBC Savings A/C: Grants - Interest	0.18
Total:		<u>9,807.16</u>

RESOLVED: to note income received

115. CORRESPONDENCE

EBC: Confirmation Longmoor Lane toilets will close on 29/9/23 due to costs

RESOLVED: to note correspondence received

116. 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.*

117. DATE & TIME OF NEXT PARISH COUNCIL MEETING

TUESDAY, 7 NOVEMBER 2023 at 7.00pm

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

The meeting closed at 8.45pm

Signed by the Chairman: _____ **Date:** _____