

SANDIACRE PARISH COUNCIL

www.sandiacreparishcouncil.org

Minutes of the Parish Council meeting held on Tuesday, 4 June 2024 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	
A	Cllr A Gibson	
A	Cllr Mrs S Hales	
A	Cllr T Hales	
A	Cllr G Hickton	
	Cllr Mrs G Hickton	
	Cllr S Jarratt	
	Cllr J Lowrie	
	Cllr R Pound	
A	Cllr T Sanghera	
	Cllr Mrs K Stewart	
	Cllr R Stewart	

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

ABSENT: Cllr Gibson

MEMBERS OF THE PUBLIC: One

The Chairman welcomed everyone to the meeting.

Cllr Major advised a General Election had recently been called and guidance on pre-election period restrictions provided by DALC should be observed.

23. APOLOGIES & APPROVAL FOR ABSENCE

Councillor	Apology for absence received
Mrs S Hales	Holiday
T Hales	Holiday
G Hickton	Other meeting commitment
T Sanghera	Work commitment

RESOLVED: to accept the apologies for absence received

24. TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

25. TO CONSIDER REQUESTS FOR DISPENSATIONS

There were no requests for dispensations.

Cllr Mrs Stewart thanked Members for allowing her dispensation for absence. She was now hopeful to attend future meetings.

26. VARIATION OF ORDER OF BUSINESS

Refer Agenda Item 30.3 – Planning decisions

ERE/0424/0012

23a Barker Avenue North

Decision notice received after the Agenda was issued

27. PUBLIC PARTICIPATION

No items were raised.

28. TO RECEIVE REPORTS FROM THE FOLLOWING:

1. Police

PCSO Hawksworth's report was circulated at the meeting and no issues were raised.

2. County Councillor

Cllr Major reported on the following:

- a) A number of deep potholes remained unrepaired, including one by the traffic lights at the corner of Bostocks Lane and Derby Road

The Clerk was asked to contact Cllr Cupit (Cabinet Member for Highways, Assets and Transport) for action to be taken to address the hazard.

- b) Public consultation of the future of several Care Homes did not affect those located in Sandiacre

3. Borough Councillors

Cllr Major and Cllr Bilbie reported on the following:

- a) EBC was now in the process of making electoral arrangements for the forthcoming General Election
- b) Cllr Mark Alfrey (Lead member for Environment), had offered to attend the September meeting to meet with Councillors and residents to discuss positive changes brought about by reducing mowing to parks and grass verges throughout Erewash with the introduction of wilding

Councillors considered leaving areas to grow wild, especially by highways, created significant road safety issues affecting visibility for pedestrians, cars and cyclists.

It was felt helpful if Cllr Alfrey listened to the views and concerns of local people in order that he set priorities for work that most affected the needs of the community.

29. TO RESOLVE THAT THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 7 MAY 2024 ARE A CORRECT RECORD

RESOLVED: the Minutes of the Parish Council meeting held on 7 May 2024, copies of which have been previously circulated to Members, were confirmed as a true record

30. PLANNING

1. To consider planning application consultations received from EBC

ERE/0424/0043

17 Ilkeston Road

Construct single storey extension to side, construct part single and part two storey extension to rear and construct dormer roof to rear

RESOLVED: to note the application without comment

ERE/0524/0021

6 Barker Avenue North

Single storey side and rear extension

RESOLVED: to note the application without comment

ERE/0524/0030

37 Sudbury Avenue

Single storey side and front extension

RESOLVED: to note the application without comment

2. Certificate of Lawfulness

ERE/0524/0009

23 Hart Avenue

Certificate of Lawfulness for 11 dropped kerbs approximately 33 feet

RESOLVED: to note the application

3. To note planning decisions taken by EBC

ERE/0224/0035

29 Mountfield Avenue

Single storey front extension with other external alterations to forward elevation

EBC: Approved 10/4/24

ERE/0124/0046

25 Maple Avenue

Single Storey extension to forward elevation, Installation of balcony to rear elevation

EBC: Approved 24/4/24

ERE/0424/0014

4 Lincoln Avenue

Certificate of Lawfulness for a change of conservatory roof

EBC: Approved 24/5/24

ERE/0424/0012

23a Barker Avenue North

Single storey extension to the front extension

EBC: Refused 3/6/24

RESOLVED: to note the above

31. CHAIRMAN'S REPORT

There was no report under this heading.

32. REPORT OF THE CLERK

1. Crime figures, latest recorded:

February 23: 83 / February 24: 67	March 23: 99 / March 24: 46
-----------------------------------	-----------------------------

The above was noted.

2. Clerk's appraisal 4/6/24

Cllr Major reported that he and Cllr Bilbie had undertaken the Clerk's appraisal that day and considered she worked to a very high standard and ably supported the Council.

It would be known the next day if a grant she had submitted to FCC for £91,496.69 to introduce a new perimeter footpath around Springfield Park was successful.

The Clerk thanked Councillors for all their support and help over the past year.

3. Padmore Moorings: Bank restoration work undertaken

It was noted the C&RT had now finished work to restore the canal embankment and it appeared to be stabilised and well restored.

4. P&CC grant: Mid Term report submitted / Notified project ceased

The above was noted.

5. ROSPA: Annual inspection completed 10/5/24: Findings

No major findings were identified and 5 reports had been forwarded to Play, Maintain and Repair for remedial work to be itemised. Once a quote was received, necessary repairs could be completed before the start of the summer holidays.

6. Summer play scheme: Ladycross Infant School new venue / costs

Since Cloudside Academy was unable to hire out their hall for the summer play scheme, Ladycross Infant School could be used at an additional cost of £5 per day.

As the Council had set aside £4,000 for a 4 week scheme and EBC had withdrawn their grant of £1,200 and hire costs had increased by £100, the Clerk was asked to ascertain if the additional charge could be met through parental contributions.

It was considered the subsidised scheme gave local parents exceptional value for money with affordable child care costs over the summer.

33. INTERNAL AUDIT REPORT

1. Internal audit: Amended report to Council

Following discussion with East Midlands Audit, an amended version of the 70 item internal audit checklist had been produced.

The internal auditor had also prepared an overall governance statement, which included the following comment:

‘This is a very well organised and run Council and a credit to the Councillors that are obviously working very hard to keep it that way.

The Clerk is very experienced and has a good all round knowledge of all aspects of the parish and has dealt with some exceptional matters this year, such as those relating to the cemetery.

We have been able to be positive on all aspects of the Internal Audit and have no matters of concern to report.’

RESOLVED: to receive the amended internal audit checklist for display on the website

2. To consider a Mid-Year or End of Year review

Councillors considered the Clerk was very experienced and with regard to financial matters and a mid-term review was not required.

RESOLVED: that an internal audit should continue to be conducted at Year End

34. INSURANCE: YEAR 3 of 3

Small increase introduced by the legal cover provider for 2024/25

It was noted the Council was in a 3-year agreement with Zurich Insurance that ended in May 2025 and a further 3-year agreement could be considered for 2025 - 2028.

However, the legal cover provider had recently felt it is necessary to increase its premium after many years of keeping the same rate.

RESOLVED: to note the Council had a satisfactory level of insurance and to agree to pay the 2024 additional cost for legal cover amounting to £168.83

Insurance costs: 2023: £2,410.91 / 2024: £2,579.74 = 7% increase for legal cover

Zurich had advised the Clerk the office building and Pinfold should be revalued and the Asset Register could list all items requiring replacement in the event of a claim.

35. POLICY REVIEW

1. Action Plan

RESOLVED: to approve the Action Plan with 1 amendment - *Cemetery & Church grounds: Maintenance checks of headstones to be made at least every 5 years*

2. Complaints Policy

RESOLVED: to approve with 1 amendment – *Remove Cllr Major's old postcode*

3. GDPR Privacy Policy

RESOLVED: to approve without amendment

4. NALC: New Financial Regulations

RESOLVED: to review at the July meeting

5. Risk Management Assessment

RESOLVED: to approve with 1 amendment:

Item 1: Risk to the Council - *If the Council becomes inquorate with less than 3 Members, the Clerk will follow the appropriate legal process to fill the vacancies and in the first instance, through co-option*

36. CONSULTATIONS

1. National Grid Electricity Transmission (NGET) Upgrade – Stage 1 consultation

Public information events cancelled following timing of the General Election.

RESOLVED: to note the public meeting dates would be rescheduled in due course

2. Community Flood Warden Scheme

How to become a community volunteer: Event at County Hall, Matlock 13/6/24 - 5.30pm to 8pm

RESOLVED: to note the above and that details would be displayed on 4 public notice boards and the website

37. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

Report on progress

EBC had confirmed Chris Collison had been appointed to examine the NDP w/c 24/6/24.

RESOLVED: to note the above

38. CEMETERY MATTERS

1. Burials since the last meeting
G158 22/5/24
2. Interment of Ashes since the last meeting
A203 11/5/24
A174 20/5/24
3. Reserved Graves / Plots since the last meeting
A203 Plot for 2

RESOLVED: to note the above

4. To note NALC Legal Topics on management and responsibility for burial grounds
 - a) LTN 64: Tombstones and Memorials
 - b) LTN 65: Closed Churchyards and disused Burial Grounds (Updated Nov 2021)

RESOLVED: to note the above guidance, which permitted Parish Councils to act as the Burial Authority to take over future responsibility for maintenance of disused burial grounds

5. Memorial headstone testing
The Clerk confirmed she would establish the date IMI intended to visit the closed churchyard surrounding St. Giles' Church to undertake headstone testing.
6. Closed churchyard (1) maintenance
Since the Church Architect had confirmed he was required to charge for attending a site meeting, the Clerk had arranged to meet with Mr Ackroyd and the Church Warden on 11/6/24 to obtain a quote for prioritising restoration work to the wall.

39. PARKS & OPEN SPACES

To consider any incidents or maintenance issues since the last meeting

- a) Repairs required to section of public footpath by Memorial Institute and office fence.
The Clerk was obtaining a quote for repair work to sections of the public footpath.
- b) BMX Track: Bank dug out to create steep dip and ramp
Mr Spencer had infilled the bank at the earliest opportunity.
- c) Indelible graffiti to litter bin on Doncaster Avenue Recreation Ground (DARG)
The police had been notified of the incident. It was noted the Clerk would ascertain if an Awards for All grant of £20,000 could be sourced for new bins, seating and a sign for DARG. The sign would explain the park was maintained by the Parish Council.
- d) EBC none collection of waste bags
EBC had missed emptying bins on Saturday, 1/6/24 on parks and around Sandiacre.

The Clerk would contact EBC to notify them that no charge should be made and a regular service should be provided.

40. DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS (DALC) NEWSLETTERS

Newsletters circulated electronically to Councillors upon receipt: Newsletter May 2024

41. FINANCE

1. To note the monthly financial report

The Clerk circulated a financial report, which included a breakdown of monthly income and expenditure, a bank reconciliation and VAT paid since 1/4/24.

RESOLVED: the Clerk transfer £7,000 per month from the Deposit Account to the Current Account to top-up funds, as and when required

2. To authorise payments

DD 1/5	Water Plus (48)	Premises supply	15.20
DD 3/5	BT 69)	Broadband 1/4/24 - 30/6/24	272.63
DD 7/5	British Gas (78)	Premises electricity supply	94.72
DD 16/5	BT (66)	Phone rental	8.81
CHG 21/5	HSBC	Banking services monthly fee: £8 + £2 activity charge	10.00
BP 6/5	Mem. Institute	Hire of hall: PC meetings £205/Thurs. Club £270	475.00
BP 9/5	Fox GM	Parks/Burial grounds mowing: April	1,590.42
BP 26/5	ROSPA	Annual inspection x 5 areas	501.60
BP 26/5	Civic Pride	Lamp column testing for 38 motifs	456.00
BP 31/5	Mrs Bloor	Monthly salary: May	1,779.49
BP 31/5	HMRC	TAX/NIC's: May	464.45
BP 31/5	Spen's GS	Low level work: Burial grounds: May (4 weeks)	704.00
BP 31/5	Andrew's GS	Litter picking: May	750.00
BP 31/5	Andrew's GS	Low level work: Veg. removal Burial grounds	440.00
BP 31/5	Andrew's GS	Grounds Maintenance: Padmore / Village centre	400.00
Total:			<u>7,962.32</u>

RESOLVED: to approve the accounts for payment shown above

3. To note income received

22	Hawley's: Headstone - Area 2, Row C, G12 fee due	10.00
24	A208: Pre-paid plot x 2	189.00
24	Lymns ST: Un-consecrated ground: Plot opp. row 18	379.00
24	Lymns LE: G158	367.00
24	Lymns LE: G158 additional fee due	11.00
Total:		<u>956.00</u>

RESOLVED: to note income received

42. CORRESPONDENCE

Rural Village Services Group for Council: Reminder to join: Subscription £50 p.a.

RESOLVED: the Council would not subscribe to the scheme as the parish was considered to be located in an urban area

43. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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.

The resident was thanked for attending and left the meeting at 8.05pm.

44. CEMETERY BOUNDARY ISSUE

Tower Surveys Associates Ltd: Chartered Surveyors

The Chairman informed Members of the outcome of the report and explained the Surveyors had concluded their findings based on their expert opinion as to where the most likely location of the legally conveyed boundary line was located, based on mapping, a topographical survey and original plans submitted by both parties.

Both parties were now asked to reach agreement in order for the boundary line to be physically marked between both properties.

Cllr Major, Cllr Bilbie and the Clerk would offer to meet the resident on-site.

RESOLVED: to accept the findings of the Chartered Surveyor report, as presented

45. DATE & TIME OF NEXT PARISH COUNCIL MEETING

TUESDAY, 2 JULY 2024 at 7.00pm

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

The meeting closed at 8.25pm

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