



**Sawley Parish Council**  
**Clerk: Miss Angelika Kaufhold, 12 Shelby Close, Lenton, Nottm NG7 2FL**  
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18 July 2018

You are summoned to attend the **Monthly Meeting** of Sawley Parish Council to be held at 7.00pm on **Tuesday 24 July 2018** at Sawley Women's Institute.

Yours sincerely

*A Kaufhold*

Miss A Kaufhold  
Clerk to Sawley Parish Council

## **AGENDA**

### **94/18 Apologies for absence**

### **95/18 Declaration of members Interest:**

- a) members must ensure that they complete the Declaration of Members Interest sheet prior to the start of the meeting
- b) where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be under item c) of public speaking.

### **96/18 Public Speaking**

- a) at the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members of the council to comment on any matter already on the agenda.
- b) If the Police Liaison Officer, a County Council or Borough Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of council however will restrict police matters they raise to those relating to their council ward.
- c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to the agenda items shall do so at this stage.

### **97/18 To confirm the minutes of Sawley Parish Council monthly meeting and Annual Parish Meeting held on Tuesday 26 June 2018 and Matters Arising**

### **98/18 Closure of All Saints Churchyard**

Confirmation of the decision of the Privy Council made on 29 June 2018 received Saturday 14 July 2018 – members to confirm the decision to formally request that Erewash Borough Council takes over responsibility for the future responsibility and maintenance of All Saints Churchyard.

## **99/18 Reports from Councillors**

- (a) Cllr Dawson to confirm the timeframe for the hanging baskets to be completed and ready for installation at Lakeside Park
- (b) Cllr Dawson to report back following attendance at the Friends of Sawley Park and request for a donation to be made
- (c) Cllr Aram to discuss Speedwatch

## **100/18 Parish Clerk Report**

- (a) NALC – model standing orders 2018 – Sawley Parish Council to approve the updated standing orders (previously circulated on Monday 25 June 2018)
- (b) Parish computer – has stopped working and has been sent for repair and purchase of Microsoft 365 at an annual cost of £79.00 to ensure up to date software
- (c) Gambling Act 2005 – consultation on the statement of principles – members are asked to provide any feedback for Erewash Borough Council on this consultation

## **101/18 Dates of Parish Council Meetings 2018 and 2019**

- (a) To propose that the meeting of the monthly parish council meeting scheduled to be held on 28<sup>th</sup> August 2018 be cancelled and that authority be given for the clerk to issue cheques for payment such as regular salary payments to be counter signed by the chairman and reported back to the September meeting.
- (b) To inform residents that the Derbyshire Police and Crime Commissioner Hardyal Dhindsa will be attending on **Tuesday 23 October 2018 at 6.30 pm** at Sawley Women's Institute to explain his role and priorities but also to take questions.
- (c) To agree that the Parish Council meet at 7.00 pm on the following Tuesday's during 2019:
  - (i) 29 January 2019;
  - (ii) 26 February 2019;
  - (iii) 26 March 2019;
  - (iv) 16 April 2019 \* earlier due to Borough/Parish Council elections on 2 May 2019;
  - (v) 14 May 2019 \* earlier due to Borough/Parish Council election;
  - (vi) 25 June 2019;
  - (vii) 30 July 2019;
  - (viii) August – no meeting monthly;
  - (ix) 24 September 2019;
  - (x) 29 October 2019;
  - (xi) 26 November 2019;
  - (xii) December – no monthly meeting – Finance Committee to meet instead to prepare budget and precept for 2020 for discussion at full meeting to be held in January 2020.

## **102/18 Planning**

To consider the following planning applications, appeals and decisions as of 17 July 2018:

### **(a) Consultation notices**

- (i) ERE/0618/0026 – 204 Draycott Road – single storey rear extension

### **(b) Planning applications (Erewash Borough Council planning portal)**

- (i) ERE/0618/0026 – 204 Draycott Road – single storey rear extension

### **(c) Decision Notices:**

- (i) ERE/0618/0002 – Church Wilne Treatment Works – glass-reinforced plastic kiosk

- (ii) ERE/1116/0039 – 9-15 Victoria Street – variation of condition 2 of planning permission ERE/0615/0028 – to allow external alterations to the approved dwellings consisting of increasing the width of the single storey elements to the rear of the dwellings.

**103/18 Reports from outside bodies Councillors have attended**  
Cllr Dawson – Friends of Sawley Park

**104/18 Committee and Advisory Group minutes and reports**

- (a) Finance and Business Plan Committee – proposal to meet quarterly at 6.15 pm prior to monthly Parish Council meetings to monitor the budget and review the business plan:
  - (i) Tuesday 25 September 2018 (Qtr 1 and business plan);
  - (ii) Tuesday 23 October 2018 (Qtr 2 and business plan);
  - (iii) Tuesday 3 December 2018 (draft budget meeting);
  - (iv) Tuesday 29 January 2019 (Qtr 3 and business plan);
  - (v) Tuesday 16 April 2019 (Qtr 4 and business plan).
- (b) Personnel Committee
- (c) War Memorial and Remembrance – action notes from meeting held on 11 June 2018 and next meeting to take place on 15 October 2018 (to be circulated separately)
- (d) Christmas Tree Lights and Community Events (Advisory Group) – 1<sup>st</sup> meeting to be held prior to the Monthly Parish Council meeting on Tuesday 24 July 2018.

**105/18 Finance**

**A. PAYMENTS:**

cq. SDCVS Wages for July 2018 = £ TBC

**cq. Clerk Expenses:**

Work from home expenses July = £ 18.00

Mobile phone top up July = £ 5.00

Mileage – Mtg with chair Tues 12/7 (12 x £0.45) (ILK/Chilwell/ Home) = £ 5.40

Mileage – SPC 24/7 (20 x £0.45) (home/Sawley WI/Home) = £ 9.00

Ink cartridges – black and colour = £ 32.00

**Total expenses = £ 69.40**

C Boyd invoice for replacing Union flag with Derbyshire Flags = £120.00

**B. APPROVAL FOR THE PAYMENT OF THE FOLLOWING INVOICES:**

Invoice for filling and delivery of hanging baskets to Lakeside Park = £TBC

Installation of hanging baskets at Lakeside Park = £TBC

Flagpole Express and Flag for War Memorial = £TBC

Room hire for Sawley Women's Institute – Tues 24 July = £TBC

Purchase of PA system (reimbursement to clerk) = £179.00

Reimbursement to Chair for parish rooms keys being cut = £ 16.50

Microsoft 365 subscription = £79.00 pa

**C. APPROVAL SOUGHT FOR PLACING FOLLOWING ORDERS:**

EBC – contract for hanging basket sponsorship, planting and maintenance of 10 hanging baskets at Lakeside Park (Tamworth Road) at a cost of £95.00 per basket x 10 x 3 to be paid Annually (total cost over 3 years = £2,850) = £ 950.00 pa

Purchase of 20 x lamp post poppies at £3.00 per poppy from RBL To be installed down Draycott Road	= £ 60.00
EBC – cost of maintenance/watering of 10 hanging baskets at Lakeside Park	= £TBC
Wreath including the SPC crest for Remembrance Event	= £TBC

#### **D. APPROVAL FOR PAYMENTS IN AUGUST:**

South Derbyshire CVS – salaries	= £TBC
<b>Clerk Expenses</b>	
Work from home expenses	= £ 18.00
Mobile phone top up August	= £ 5.00
Mileage – Mtg with chair (12 x £0.45) (ILK/Chilwell/ Home)	= £ 5.40
<b>Total expenses</b>	<b>= £ 28.40</b>

#### **106/18 Correspondence**

- (a) EBC – weekly list of licensing applications – 17 July (circulated to cllrs)
- (b) National neighbourhood Watch – alert email 13 July
- (c) Rural Action Derbyshire – Affordable housing invitation to conference to be held on Tuesday 11 September 2018 in Lincolnshire
- (d) EBC – Rural Grants Scheme – reminder of closing date 8 August 2018
- (e) EBC – weekly list of licensing applications
- (f) Joint Police and Fire Open Day – 4 August (on website)
- (g) DCC – Derbyshire County Council Bus Strategy (circulated to cllrs)
- (h) EBC – weekly list of licensing applications – 3 July (circulated to cllrs)
- (i) EBC – Gambling Act 2005 – consultation on the statement of principles

#### **107/18 Date of next meeting**

Proposal to cancel the meeting of Sawley Parish Council scheduled to take place on Tuesday 28 August 2018 and note that the next meeting of the Parish Council will take place on Tuesday 25 September 2018 at 7.00 pm at Sawley Memorial Hall.