

# SAWLEY PARISH COUNCIL

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## Minutes of Sawley Parish Council Meeting held on Tuesday 26<sup>th</sup> April 2016 at 7pm

### 41/16 To receive apologies for absence

Apologies were received and accepted for Cllr R Sewell, Cllrs J and I Bonam.

### 42/16 Declaration of members Interest:

**Resolved:** Cllr J Sewell and Cllr D Walton declared an interest in 49/16 Planning

### 43/16 Public Speaking

Members of the public comments were as follows:

- A piece of garden on Arnold Crescent which belongs to EBC has never been looked after for years and there is a tree too that needs looking at her. **Action:** Cllr D Walton to speak to the tree officer at EBC to go and have a look and Cllr J Sewell to go and look at the actual area and see what needs doing. The lady said she had been doing it for years but as she is getting older it needs someone to take care of it.
- Bus shelter on the main road is leaking. The Chair explained that all the bus shelters belong to Derbyshire County Council.
- Noticeboards will be going back up later this week
- The hedge from 1 Arnold Crescent is across the path. **Action:** clerk to write a letter asking them to cut it back.
- Church has a new warden and he has asked if the Parish Council can complete and promote a survey they are doing. **Action:** clerk to put on the next agenda.
- Riverside Football Club would like to train on Lakeside. **Action:** Cllr J Sewell to ask DCC if this is allowed.

Derbyshire County Council update – Cllr Walton informed everyone that he had called in 5 pot holes to be done and only 1 had been done. He then explained the 5 year plan from DCC which details all the roads that need work but pointed out that within this time the roads change and more need doing. Cllr Walton said he was still waiting feedback on the traffic calming.

### 44/16 To confirm the minutes of Sawley Parish Council meeting held on 22<sup>nd</sup> March 2016

**Resolved:** the minutes of the Sawley Parish Council Monthly Meeting held on 22<sup>nd</sup> March 2016 having been circulated were approved and signed as a true record by the Chair.

### 45/16 To consider a resolution to close the meeting for public participation.

Proposed by Cllr A Walton and seconded by Cllr T Aram and approved by all.

### 46/16 Newsletter approval.

Cllr T Aram circulated the newsletter to everyone and explained that 4000 copies were going to be printed for a cost of £200. These would then be delivered to 3150 homes in Sawley for a cost of £180. The newsletter would be produced twice a year and on these costs would mean a £10 overspend. Cllr Aram had spoken to EBC to see if they would print the newsletter but they said no so Cllr Aram selected the cheapest quote out of the 3 he received. The delivery person also produces a GPS report on the delivery. Newsletter approval and costs were proposed by Cllr Beard and seconded by Cllr Woollford and all in agreement to proceed.

### 47/16 Adoption of a Social Media policy.

The clerk had circulated a copy of the policy to all Councillors and no one had any comments. Proposed by Cllr D Walton and seconded by Cllr A Walton. **Action:** Sawley Parish Council now adopted the policy and the Chair signed the master copy.

### 48/16 Parish Clerk report

- a. Car park locking on Lakeside. Cllr Aram has replaced all the locks and given out 4 keys: himself, Cllr J Sewell, the clerk and the landscaper. The current lease does not cover the car park however in February 2009 a planning application was put in for a car park and then withdrawn. On 4<sup>th</sup> September 2009 another planning application was submitted but refused, the final application was submitted on

## SAWLEY PARISH COUNCIL

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29<sup>th</sup> September 2009 and approved provided security lights were fitted (as per the plan by the architect) and they were switched on between 9pm and 9.30am every day. However this was changed and agreed that instead of lights for security the car park would be locked every night. The shop at 501 Tamworth Road then submitted a planning application for an extension with access through the Parish Council's car park to his property and the provision on one car parking space and he agreed to lock the car park every night and unlock it in the morning. The planning application is also only for 12 spaces. The Parish Council cannot be seen to be in breach of their own planning application so the shop owner needs asking again if he will lock and unlock the car park. **Action:** clerk to write to him and ask.

- b. Awards For All bid and Lakeside Lease – covered under exempt as relate to an item in exempt.
- c. EBC Grant – covered under exempt as relates to the item above and one in exempt.
- d. Bus stops – the clerk updated everyone on the electronic bus signs that don't work. Trent Barton told the clerk they belonged to Derbyshire County Council. The clerk then spoke to someone at DCC who said they contract out the signs to Nottinghamshire county Council as it is near their border but she then explained that there are no parts for them yet but they are not taking them down as when they have sufficient funds and can get them working again then they will need them.
- e. Bridge cleaning – clerk had submitted a cleaning request on the Leicestershire website and received a code but not heard anymore.
- f. Councillors correct emails – the clerk explained that she needed clarity on what email addresses each councillor is using and whether they want them displayed on the website. All present are happy for their emails to be advertised except Cllr Powell and Cllr J and R Sewell. All Councillors present use a personal email account except Cllr D Walton who wants his Erewash Borough Council email using for everything. The clerk sought clarity from Cllr A Walton who has two accounts but wants everyone to use the sky account. Cllr Aram explained that everyone needs to be clear on what emails are being used so communication does not break down. **Action:** clerk to speak to Cllrs I and J Bonam who were not present.
- g. Neighbourhood Planning Training/Course – the clerk informed everyone that she had been on a DALC course regarding neighbourhood Planning and was the only clerk there, the rest were Councillors. From Erewash only Breaston were present. The clerk explained what the Neighbourhood Plan was all about but Cllr Sewell and Cllr D Walton both said that one was not necessary for Sawley. The clerk explained that most parishes were doing them now and funding was available to support a plan and it was not just about looking at development but also having a say in the whole area and how it looks. A Neighbourhood Plan would add weight to any planning applications and the borough Council would have to take note of it. The clerk explained that there was a Neighbourhood Plan Champion who could come and talk to the councillors for no cost just his fuel costs from Chapel-en-le-frith. **Action:** clerk to ask him if he can attend the June meeting an hour before it starts at 6pm.

### 49/16 Planning

There have been 3 applications submitted:

- 0416/0035 – land to rear of 547 Tamworth Road – erection of a pair of bungalows
- 0316/0071 – land to rear of 461 Tamworth Road – erection of a new dwelling
- 0316/0064 – plot nearest to 23 land of west of 27 lakeside Avenue – retention of semi-detached dwelling as built

### 50/16 Reports from Councillors who have attended other meetings

Cllrs J and R Sewell and Cllr Powell attended the DALC Councillor Induction training and said it was very interesting and all Councillors should go on it really.

### 51/16 Committee and Advisory Group Minutes and Reports

1. Queen's 90<sup>th</sup> – update, minutes and budget for approval

In Cllr Bonam's absence Cllr Powell feedback from the minutes but there were too many questions from the Councillors which could not be answered or were not in the minutes, it was decided that the Chair will ask Cllr Bonam if she can meet up with some of the Councillors to go through the areas raised. **Action:** Chair to speak to Cllr Bonam

2. Christmas Lights – updates and minutes for approval

## SAWLEY PARISH COUNCIL

Cllr Aram feedback on the actions so far as the minutes were no detailed. DCC were never applied to for a licence to use the street lights – last year or the previous year but this has now been done. All the lights from the Co-op have been collected, checked and registered and are now at EBC. All the Parish Council's timers don't work and there is not enough money in the budget to replace them this year so the lights will be left on 24 hours. Cllr Aram circulated the A3 plans for the new lights and went through these with everyone (see attached). There were a few options for the Lights – Location A was deemed too expensive this year but the rest on the sheet all agreed to go ahead. It was proposed to work with EBC on this year's lights and everyone was in agreement to go ahead with the schedule presented without the tree A.

It was also mentioned that the tree opposite Draycott Road entrance needs crowning. **Action:** Cllr J Sewell to speak to Dave Bramall at EBC as this is their tree. Cllr Beard made a suggestion about using a tree at the War Memorial for hanging Christmas comments on – like a remembrance tree. Everyone thought this was a good idea. **Action:** Cllr J Sewell to put on the agenda for the Remembrance Meeting in September.

Christmas tree Brackets. It was proposed to install Christmas Tree brackets on businesses throughout Sawley and then leave these in place all year. The Parish Council will own these lights, timers and brackets and Cllr Beard has volunteered to put these up. The clerk has asked him for his Insurance and Risk Assessments for the job. **Action:** Cllr Beard to supply both insurance certificate and risk assessments before the work can be done. Proposed to purchase these and for Cllr Beard to install – all in agreement.

Everyone thanked Cllr Aram and Cllr Sewell for their hard work.

### 52/16 Finance

#### a. PAYMENTS:

	£
815. Mr Tetley for April	80
816. Clerks salary for April plus expenses	455.76
Travel to meeting = £13.50	
Work from home expenses April = £18	
Mileage claim for DALC N Planning course 9.60	
818. Cllr Sewell fuel cost to DALC – 86 miles	38.70
819. J C Signworks Ltd - Signage	1545
820. Cllr Powell – items for Queens Party	84.00
821. Christmas Tree brackets	450.00 (this is £129.17 overspend on budget but everyone was in agreement to go ahead)
822. E-on – Christmas Lights electricity bill	63.93
823. C. Lowe – removal of Christmas Tree from Sawley Hall	50.00
Came and Company Insurance renewal	658.57 – to go on next agenda
824. Cllr T Aram expenses	93.80

b. Internet banking with Unity Bank – all Councillors in agreement that the Parish Council should move bank accounts.

c. Present the accounts for the year 2015/2016. The clerk presented the unaudited accounts for the year ending 31<sup>st</sup> March 2016. Councillors thanked her for her hard work. The books balanced and will now be sent to the Internal Auditor. **Action:** clerk to arrange transfer of finances and accounts to the Internal Auditor.

d. Financial Risk Assessment for approval – to go on next agenda

e. Updated Financial Regulations for approval – to go on next agenda

The Parish Council noted and accepted the payments listed.

### 53/16 Items for information

The following items were circulated to Councillors by email:

- DALC Circular 07
- Email from lady about inappropriate poster on Tamworth Road – this has now gone and been replaced
- Email regarding the word local on the website
- Information on the Sawley Shop Front grant from EBC (now finished)
- Marina boat trips promotion

## SAWLEY PARISH COUNCIL

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The Council noted the information.

### **54/16 Date of the next meeting**

The date of the next Sawley Parish Council Annual and Monthly meeting is to be confirmed as Tuesday 24<sup>th</sup> May 2016 at 7.00pm and will take place at the **Sawley Community Hall, Draycott Road Sawley.**

### **55/16 Resolution under the Public Bodies Act 1960 to exclude members of the public**

Due to the commercially sensitive nature of the business the meeting was closed to the public to discuss the quotes for the car park at Lakeside and employee matters.

The Councillors unanimously agreed to accept the quote from Baldwins. Clerk to contact him regarding a schedule of work.

The matter regarding the litter picking of lakeside was discussed and the possibility of employment for the current contractor. **Action:** clerk to write to the person concerned.

Everyone agreed for Cllr Aram to complete the EBC Grant – The Rural Community Grant Scheme for Lakeside Park re-surfacing.