

# SAWLEY PARISH COUNCIL

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## Minutes of Sawley Parish Council Meeting held on Tuesday 28<sup>th</sup> June 2016 at 7pm

### 70/16 To receive apologies for absence

Apologies were received and accepted for Cllr R Sewell, Cllr A Walton.

### 71/16 Declaration of members Interest:

**Resolved:** Cllr J Sewell and Cllr D Walton declared an interest in 83/16 Planning

### 72/16 Public Speaking

Members of the public comments were as follows:

- The waiting restriction sign has come off the post near the Methodist Chapel. **Action:** Cllr D Walton said he would sort with DCC.
- The hedge from the Community Centre to the School has overgrown onto the path and needs cutting. This hedge is half owned by the school and half owned by EBC. **Action:** Cllr D Walton agreed to take this further and get sorted.
- The Church Warden and Church Administrator from All Saints Church were in attendance to notify the Parish Council that they had applied for a closed churchyard but as yet they had not received the Closure Order from the Minister of Justice. The Chair thanked them for coming and notifying the Council but until the Closure Order is in place then nothing further can be done. The Church Warden stated that he realised it was a very emotive subject and had come tonight to answer any queries from the public, but there were none. The Church Administrator informed everyone that the Parish Newsletter had gone out today. The Chair stated that now both the PC and Church websites were linked things were working well and he thanked Cllr Aram and the Church Administrator for working on this.
- The Noticeboards are a mess and the open sides need work on them. **Action:** the Chair agreed to look into this.

Derbyshire County Council and EBC update – Cllr Walton informed everyone that EBC was now going to do a double collection from the recycling centre near Sawley Park and that CCTV cameras would be installed along with new signage. This he said should help alleviate the problem. Wilne Road parking - Cllr Walton has spoken to Highways at DCC and they have no issues as the cars are not blocking the highway. As these cars are For Sale, the Enforcement team state they have to give them a warning first so it makes the whole process ineffective.

### 73/16 To confirm the minutes of Sawley Parish Council meeting held on 24<sup>th</sup> May 2016

**Resolved:** the minutes of the Sawley Parish Council Annual and monthly Meeting held on 24<sup>th</sup> May 2016 having been circulated were approved and signed as a true record by the Chair.

### 74/16 Complete declaration of Acceptance of Office (not done at last meeting) for all Councillors – the clerk had forgot to bring these again and will put on the next agenda.

### 75/16 Lakeside Park:

- i. Car Park locking – Cllr Aram. Cllr Aram explained that 6 sets of keys for the car park have been given out. Two to the businesses that need them with regards access to the rear of 501, Tamworth Road. These two businesses have agreed to be responsible for locking and unlocking of the car park in line with the original planning application approved via EBC and DCC. These two businesses have all signed an agreement, which states that no additional keys are to be cut and/or given out to anyone without prior agreement with the Council. The clerk has kept all the signed agreements for records. The other 4 keys have been given to the clerk; the grounds maintenance contractor, Cllr Aram and Cllr J Sewell. Three further keys have been given out tonight to the clerk, Cllr Aram and Cllr J Sewell for the lock on the gate post of the car park (this lock ensures the chain remains locked onto the gate post of the car park / no keys for this lock have been handed out. The clerk informed everyone that the manager of the Pizza Romance had phoned her and was quite upset about not having a key when his shop is open until 11pm at night and his staff have cars in the private car park at the rear of 501, Tamworth Road.

He pays his Council Tax and thinks it is outrageous that he is being treated this way. The Clerk had promised him that she would ask the Council tonight if he could have a key. The

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Councillors decided that as he is a tenant of one of the businesses who has a key already that he should approach this person first who could then ask the Council. The Council do not want too many keys being distributed and no one knowing who is opening and closing the gate plus in the past when this has been the procedure, key holders were getting more keys cut for others and it became a security risk. **Action:** clerk to report back to the Pizza Romance manager that he must approach his landlord first.

- ii. Pedestrian Gate – Cllr Aram. This has now been fixed at no extra cost to the PC and has been refitted at right height of the existing railings.
- iii. Clean up – Cllr Aram. Cllrs Aram, Beard and Sewell did a pre-event clean up of Lakeside Park and a post event clean up. They were thanked for their efforts.
- iv. Additional hedge cut – Cllr Aram. All Councillors in agreement for an additional hedge cut at a cost of £45. **Action:** Cllr Aram to arrange.
- v. Problem Area – Cllr Powell. Cllr Powell explained to everyone that a particular area in the park was being used by people to drink and congregate and it was a dark secluded area with overgrown trees and hedges. A picnic bench that is not cemented down keeps getting put there by the drinkers and it is causing problems. Cllr Powell proposed to have the hedge removed so it would open up the area and let light in and stop the hiding place. After discussion it was proposed to remove the bench completely – **action:** Cllr Sewell and Cllr Beard, proposed to get a quote for the removal of the hedge and to cut it back to waist height and then for the PC to compare quotes. **Action:** Cllr Aram and Cllr Beard to arrange the quotes.

- 76/16 **Adoption of an Equal Opps Policy** – Cllr T Aram. All Councillors in agreement to adopt the Equal Opps Policy with immediate effect.
- 77/16 **Long Eaton Railway Station** – Cllr T Aram. Cllr Aram explained to everyone that a lady called Ruth Stubbings has adopted the Long Eaton Station but he explained that this is a massive task for one person and suggested that the PC offer to help her with her task of tidying it up. All in agreement that this is a good idea. **Action:** Cllr Aram to contact Ruth Stubbings 'Station Adopter' and East Midlands Trains to offer support from the Council.
- 78/16 **Rural Community Grant** – Cllr T Aram. Cllr Aram told everyone that EBC has provisionally awarded the Parish Council (this is subject to EBC's Executive Council approval on 14<sup>th</sup> July). The amount awarded is for the lowest quote rather than the best quote (£12,101) to cover the cost of the car park work this Cllr Aram explained was never in the guidelines. However as part of our bid the Parish Council still has to apply to Awards for All for the match funding and if successful the amount from EBC will be reduced by 50% so it's a no win situation. Cllr Aram proposed that the work be done after April 2017 when the new budget has been approved as the Christmas Lights budget will have decreased from £8,000 to £2,000 giving the PC the extra £6,000 to get the Car Park work completed. All in agreement to get the work done in the Spring of 2017. **Action:** clerk to inform the contractor.
- 77/16 **Full Council meetings/location/2017** – Cllr Aram. During the Queen's Birthday event Cllr Aram visited the Methodist Chapel and spoke to the Church Wardens. A discussion took place regarding holding PC meetings at the Chapel to serve the other end of Sawley. There is a large meeting room at the back of the chapel with its own door and car park at the back. The Church Wardens are open for discussions for the use of the room for free for the PC meetings with a view to the Council offering two Christmas Tree and Bracket for free. All Councillors thought this a great idea for both saving money and serving the parishioners. Cllr D Walton thought that the PC should still use the Community Hall on Draycott Road and it was suggested that Cllr Beard takes the proposal to the Community Association that 'for a free Christmas Tree and bracket could the PC hold their meetings there for a reduced rate or for free?' **Action:** Cllr Beard to report back. Cllr Aram to email the Wesleyan Chapel with a suggestion that the Council would like to hold 4/5 of their Full Council meetings at the Chapel from January 2017. **Resolved:** The PC will alternate meetings between the Methodist Chapel and either WI Hall or the Community Hall.
- 78/16 **Flowerbeds** – Cllr Powell. Cllr Powell told the Council that both flowerbeds were full of weeds and looked very unsightly. Discussion took place around obtaining shrubs/flowers but everyone concluded that maintenance was the issue not the purchasing of plants. A suggestion of shrubs was raised but the clerk explained that this conversation has been had before and shrubs were planted and then Councillors complained they did not look colourful. It was proposed that Cllrs Aram, Sewell, Beard, Briggs and Powell would weed both and Cllr Beard would buy some flowers using the money donated from the Queen's Event. **Action:** clerk to ask Lengthsman if he would water both beds and to get a quote from Firs Nursery for planting them twice per year. It was also suggested by a member of the public that the After School could look after

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the planter near the Co-op. The hedge also needs cutting at the Co-op. **Action:** clerk to write to Regional Manager to ask for this to be cut.

**79/16 Sawley Parish Churchyard** – clerk. See public speaking above. There was no more to add at this point.

### **80/16 Parish Clerk Report**

1. Insurance for event on Lakeside. Clerk informed everyone that due to the lateness of the Risk Assessment she had not sorted the insurance before the last meeting and then had to use delegated powers to authorise the extra payment of £109.93 the day before the event so the correct insurance was in place.
2. 1% salary increase this year and next for clerk. The clerk informed everyone that she had been notified by DALC that clerks had been awarded a pay increase of 1% from 1<sup>st</sup> April this year taking her hourly rate to £13.80 and then another 1% increase from 1<sup>st</sup> April 2017.
3. Holiday and sick forms. The clerk informed everyone that she had devised a sick and holiday form for the clerk so the council could keep a check on time off. The Clerk asked if she could carry over a week's holiday from last year (ended 31<sup>st</sup> May) to this year and then take 3 weeks off at the start of August. Councillors unanimously agreed. The clerk then explained that this would then be all the leave for this year as she had decided, after handing her notice in back in December 2015, that she needed to leave now. The clerk explained that she had given another 6 months but was really struggling to do the hours and get the work done to a professional standard. The clerk proposed to do the profile exercise with DALC so the new clerk would be on the right hours and salary and this was agreed. It was also agreed to get the job advertised as quickly as possible and the Council were happy for Cllr J Sewell and Cllr Aram to take this forward. Cllr D Walton and Cllr Beard asked to be part of the interview panel along with the Chair and Vice Chair, concerns were raised about the panel being all male and too many. Proposed to give delegated powers to Cllr Aram and Cllr Sewell to arrange.

### **81/16 Planning**

There was nothing to report

### **82/16 Reports from Councillors who have attended other meetings**

Cllr Aram attended the DALC Councillor Induction training and said it was very interesting and it ought to be mandatory for all Councillors to attend.

### **83/16 Committee and Advisory Group Minutes and Reports**

1. Queen's 90<sup>th</sup> – Cllr Bonam was not in attendance and had only just sent the evaluation report by email to Cllr Aram before the meeting so the Chair stated it was unfair to read this out as it would raise questions again. It was decided to hold a de-brief meeting in the White Lion on 7<sup>th</sup> July at 7.30pm. Cllr Aram thanked Nigel, in the public section, for taking the photos on the day and informed everyone that he had agreed to take the photos at the Christmas Lights switch on too. Letters have been sent to all stall holders who attended and Cllr Aram read out comments from the social media sites. All very positive. The Chair formally thanked Cllr Bonam, Cllr R Sewell, Cllr A Walton and Cllr Powell for their time and effort in organising the event. The Chair formally dissolved the committee for this event but asked the clerk to add the formation of a new committee to the next agenda. **Action:** clerk.
2. Christmas Lights – there was nothing to report.

### **84/16 Finance**

a. PAYMENTS:	£
815. 839. SDCVS Wages for June	517.73
845. Clerk Expenses:	43.49
Travel to meeting = £13.50	
Work from home expenses June = £18	
Mouse for computer = 11.99	

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841. Cllr Aram	Expenses	62.18
	Lakeside Park (Additional Keys) - £11.20	
	Queen's 90th Birthday Celebration - £3.99	
	Cable Ties - £1.99	
	Fuel £45 – DALC and clerk meeting	
842. Zurich	Extra Insurance	109.93
843. EBC	Christmas Lights	4513.92
844. EBC	additional lights	960.00
845. Cllr Aram	Christmas Lights and Timers	332.35
846. Cllr Aram	Expenses for padlock and keys	16.10

### Income

Donations from the Queen's Birthday event £68

b. Internet banking with Unity Bank – clerk gave the application form to Cllr Aram to complete and then to pass to Cllr Sewell.

e. Updated Budget sheet for approval – the clerk presented a revised budget sheet for the remainder of the year and explained the key areas that had been changed and where money had moved from and to. The key area is the Christmas Lights budget which has now been increased to £8,400 from other underspent budget headings. The clerk had also had 2 VAT returns come in that had not been accounted for. **Action:** clerk to put new budget sheet on the website. **Resolved:** Parish Council to move forward using the revised budget sheet.

### 90/15 Items for information

The following items were circulated to Councillors by email:

- DALC Circular 09 and 10
- Email regarding speed checks on Lock Lane & Reedman road Sawley. Police have been informed
- Email from the WI re no room charge. See 77/16
- Access for All at Forbes Hole Local Nature Reserve email. No further PC action
- Email about Hathersage Avenue Bungalow Gardens not being cut. Cllr D Walton to action
- Message on Streetlife about litter near the park and Co-op

### 91/15 Date of the next meeting

The date of the next Sawley Parish Council monthly meeting is to be confirmed as Tuesday 26<sup>th</sup> July 2016 at 7.00pm and will take place at the **Sawley Community Hall, Draycott Road Sawley.**