

## SAWLEY PARISH COUNCIL

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### Minutes of Sawley Parish Council Meeting held on Tuesday 23 May 2017 at 7.00pm at Sawley Memorial Hall

**Present:** Councillors Aram, Briggs, Powell, J Sewell, R Sewell and Simmons.

The Parish Council held a minute's silence as a mark of respect and remembrance for those killed and affected by the terrorist bombing in Manchester.

#### **54/17 Election of Chairman for municipal year 2017/18 and Declaration of Acceptance of Office**

**RESOLVED** that Parish Councillor John Sewell be elected as Chairman for the municipal year and that it be noted that he made the Declaration of Acceptance of office.

#### **55/17 Election of Vice-Chairman for the municipal year 2017/18 and Declaration of Acceptance of Office**

**RESOLVED** that Parish Councillor Thomas Aram be elected as Vice-Chairman for the municipal year and that it be noted that he made the Declaration of Acceptance of office.

#### **56/17 Co-option of Parish Councillor**

**RESOLVED** that Helena Richardson be co-opted on to the Parish Council for the remainder of the council's term and that it be noted that she made the Declaration of Acceptance of Office.

#### **57/17 Election of Committees and representatives to other Bodies for 2017/18**

**RESOLVED** to approve the establishment of the following committees and memberships

<b>Committee</b>	<b>Membership</b>
<b>Personnel Committee</b>	<b>Aram (Chair) Walton Beard Powell R Sewell Richardson</b>
<b>Finance Committee</b>	<b>All councillors Aram (Chair)</b>
<b>Community Developments &amp; Improvements (Advisory Group)</b>	<b>Aram (Chair) Beard Bird Briggs J Sewell Simmons Walton Richardson</b>

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<b>War Memorial and Remembrance Service (Advisory Group)</b>	<b>J Sewell (Chair) Aram Beard Bird Briggs Richardson R Sewell</b>
<b>Christmas Lights and Decorations (Advisory Group)</b>	<b>Aram (Chair) Beard Bird J Sewell R Sewell Simmons Powell Richardson</b>
<b>Events and Communications (Advisory Group)</b>	<b>Aram Beard Bird Briggs R Sewell Simmons Powell Richardson</b>
<b>External Funding &amp; Grant Application</b>	<b>Appointment as required</b>
<b>Business Plan</b>	<b>Appointment as required</b>
<b>Lakeside Park (Advisory Group)</b>	<b>Appointment as required</b>
<b>Parochial Church Council of Sawley Parish</b>	<b>Simmons</b>
<b>Friends of Sawley Park</b>	<b>Aram</b>

### **58/17 Appointment of Internal Auditor**

**RESOLVED** to approve the appointment of Brian Wood as the internal auditor as recommended by the Parish Clerk.

### **59/17 Apologies for absence**

**RESOLVED** to note the apologies for absence received from Councillors Beard, Bird and Walton.

### **60/17 Declaration of members Interest**

Cllr J Sewell - Planning.

### **61/17 Public Speaking**

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- (a) The following issues were raised by members of the public:
- (i) **Planning application** – concern was raised by a member of the public present at the meeting relating to the planning application for 5 Roosevelt Avenue. Concerns had also been received by email by the Parish Clerk about the impact of the proposed development on the listed building within its vicinity and road safety. It was also brought to the council's notice that illegal notices had been attached on below the official Planning Notices placed by Erewash Borough Council and the Chairman confirmed he would contact the Neighbourhood Wardens to request that these be removed. Following discussion the Parish Council agreed to submit a representation to Erewash Borough Council on behalf of the residents including the comments that had been received as previously stated in this minute.
- (b) **Report from the Police** – in the absence of the police representative the Chair read out the list of reported crimes in the area since the previous meeting. Although the level of crimes reported appeared low the Parish Council was asked to request more detail than just a list from the Police to provide more context.

### **62/17 Minutes of Sawley Parish Council meetings held on Tuesday 25 April 2017 and Matters Arising**

#### **Resolved**

- (1) that the minutes be approved and signed as a true record by the Chair:
- (2) that the following matters arising be noted:

44/17(a)(i) – the Chair confirmed that he had spoken to Erewash Borough Council about the waste bins which needed to be emptied and it was confirmed that these were emptied on a rota basis and the Clerk will ask the litter picker to keep an eye on these and report if they need emptying.

44/17(a)(ii) – the Chair confirmed that both sites had been visited by the Neighbourhood Wardens and confirmed that some of the vehicles which had been parked on the highway were not taxed. The DVLA have been informed. Where the law allows vehicles can be clamped and removed and they have also spoken to the proprietors of both businesses concerned. The oil on the highway should have been removed by now.

### **63/17 Reports from Cllr T Aram**

- (a) Lakeside park - Councillor Aram confirmed that there had been a delay to the works on the car park starting due to the discovery and required treatment of Japanese Knotweed. An approved contractor has now injected the stems of the Japanese Knotweed which has to be left for two weeks before being removed. The guarantee is that if it recurs the contractor will treat it again for up to two full growing seasons following the completion of the car park resurfacing. .

The scheduled resurfacing works will now commence on 30 May. Cllr Aram will meet with the contractor and manage the works for the duration.

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- (b) Unregistered land –Councillor Aram confirmed that there were four sites of unregistered land that the Parish Council are proposing to take responsibility for the maintenance of. Councillor Aram has produced an 8 paged report relating to this proposal including pictures of the sites had been sent to councillors before the meeting. During his research, Councillor Aram found that it was not uncommon for Parish Councils to do this however this needed to be formally agreed and minuted. One note of caution is that the legal owner may lay claim to the land but having undertaken checks at the Land Registry these pieces of land had not changed hands since 1985 and there was no indication as to whom this land belongs to and in its current unregistered status Erewash Borough Council and Derbyshire County Council have confirmed it will not carry out any further works on any of the proposed sites. However, Erewash Borough Council has confirmed in writing that it will provide maintenance works on these sites if the Parish Council officially takes responsibility for these sites. There has already been budget allocated this year for all the sites except the flower bed outside the Co-operative store.

Councillor has also liaised with the Parish Councils insurance provided for legal advice and HM Land Registry.

Councillor Simmons was concerned that the Parish Council was proposing to spend funds on the site near the highway which has previously been cleared/tidied up by Derbyshire County Council once it becomes a hazard and that this was surely the County Council's responsibility. It was accepted that ultimately this was the County Council's responsibility to maintain the safety of the highway only however, it was suggested that this was always unsightly and overgrown with a maximum of one/two cuts per year. The aim was to keep this area clean and tidy which is why it was proposed as part of the ongoing maintenance regime for the Parish Council when the original budget was for 2017/18. A vote was taken 6:1 in favour of formally adopting these sites and contracting Erewash Borough Council for a maintenance regime.

### RESOLVED

- (1) That the Parish Council takes legal responsibility for the following sites;

Site A – Small Grass Verge / Tamworth Road B6540 – Eastern Side (situated between KAM's garage and the first residential property).

Site B – Laurel Hedge / Tamworth Road B6540 – Hedge/Western Side (situated between Tamworth Road and the public footpath).

Site C – Thron Hedge / Tamworth Road B6540 – Hedge/Eastern Side (situated between Tamworth Road and the service road).

Site D – Flowerbed outside The Co-operative on Draycott Road, Sawley).

- (2) the following resolution is to be formally recorded that the Parish Council will take up the maintenance of these plots of unregistered land:

***'after exhaustive and unsuccessful efforts to try to identify who owns the land the parish Council agree to maintain sites (A,B,C and D) in an effort to improve***

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*them for the parishioners and the community until such time as a legitimate claim on the land is made'*

- (3) that Erewash Borough Council be contracted to carry out the planting, maintenance and watering regime for the flowerbed outside the Co-operative Store at an annual cost of £390.
- (4) to note the appreciation of the Council for the research, report and work carried out by Councillor Aram in presenting this item for a decision.
- (c) **Pillar clock** – at the previous meeting the Council had agreed to explore the options for the installation of a pillar clock with no financial commitment at that time. Councillor Aram confirmed that he had carried out a full review of the options and consulted with a range of interested parties including Network Rail, East Midlands Trains, CrossCountry Trains, Erewash Borough Council (Planning), Derbyshire County Council (Highways) and Western Power Distribution. This is a complicated site which has a range of cables under the pavement, issue of providing power to the Pillar Clock etc. Further complications included that the site is owned by Network Rail who lease it to East Midlands Trains. However, informal support for the proposal has been received from Derbyshire County Council, Network Rail and East Midlands Trains who would only charge a pepper corn rent which will make it easier for the Parish Council to insure and carry out any maintenance to the pillar clock. Councillor Aram had previously circulated a report including CAD drawings and more details of the proposed location, designs and costings. A similar clock had been installed at Borrowash at a cost of £10,000 and the parish council had to decide about applying for a grant and how much match funding may be required.

The costings in the detailed report include moving the current sign, electricity and civil works needed which include removing/installing cobble stones and realignment of the pavement edges. There are still some unknowns but at present it is estimated that the Parish Council will need to allocate approximately £5,700 (subject to final quotations) towards this project as laid out below:

Electricity from the current street light to the Pillar clock	£1,500
Civil works (has to be on a Sunday)	£2,500 (estimate)
Annual electricity cost to run the pillar clock	£ 28.25 pa
Foundations	£1,700
Moving the existing sign to new site	£1,500

The Chair thanked Councillor Aram for all the hard work, research and report provided to the Parish Council on the Pillar Clock proposal.

### RESOLVED

- (1) that a grant application be submitted to cover the cost of the purchase and installation of the Pillar Clock and that the Parish Council set aside a minimum of £6,000 from the 2018/19 budget towards the works required (subject to successfully winning the grant);

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- (2) that a consultation and petition be carried out to gauge residents views and the level of support for this scheme in local shops by the railway station etc as well as canvassing the views of station users;
- (3) that the appreciation of the work undertaken by Councillor Aram in respect of this scheme be recorded.
- (d) **Dog fouling** – Councillor Aram confirmed that the stencils had been applied on Tamworth Road and can be replaced if required. At present it appears that the stencils were working.
- (e) **Christmas lights** – Councillor Aram provided an overview and update on the Christmas lights scheme form 2017/19. An additional £1,500 had been set aside in this year's budget for further improvements to the Christmas lights with £650 to be spent on lights for the Christmas tree at Lakeside Park. The electricity bill for the 2016/17 Christmas lights was higher than expected. Councillor Aram suggested that the Parish Council should focus on retaining the same level of Christmas lights as these had received great positive comments.

### **64/17 Parish Clerk Report**

**RESOLVED** to note the following reports from the Parish Clerk:

- a) **National pay rise** – this was set at 1% and was to be backdated for the Parish Clerk and Litter picker to 1 April 2017.
- b) **Training for councillors** – a training session will be arranged once the vacancy following the resignation of Mrs Corsham had been filled.
- c) **Use of social media and emails** – the clerk reminded councillors of the need to be careful when using social media and council emails that they were not expressing libellous comments or opinions or views which could be misconstrued by the public or considered to be those of the Parish Council.

The Parish Councils social media accounts are currently managed by Councillor Aram and the Parish Clerk.

- d) **Annual Parish meeting** – this will take place prior to the monthly Parish Council meeting and will provide an opportunity for feedback from different groups and a question and answer session for residents of Sawley. A separate agenda will be published at the same time as the regular monthly parish council agenda.

### **65/17 Planning**

**RESOLVED** to note the following planning applications, appeals and decisions

- (a) **Consultation notices**

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- (i) Land north of 5 Roosevelt Avenue – erection of a two storey building containing four one bedroom flats with parking to the rear. Following discussion at the public speaking session at the start of the agenda and concerns raised by email to the Parish Clerk to report to this meeting relating to the location and potential impact it was **RESOLVED** that the Parish Council submit a representation including some of the concerns raised on behalf of residents.

**(b) Decision Notices:**

- (i) **61 Peveril Crescent – ERE/0317/0021**

<b>Application Description</b>	RETROSPECTIVE PLANNING APPLICATION FOR COMPLETION AND RETENTION OF NEWGARAGE
<b>Received Date</b>	15/11/2016
<b>Application Type</b>	Full Planning (Householder, Alts, exts)
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	05/05/2017
<b>Decision Expiry Date</b>	05/05/2020

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(ii) **Grounds Farm – ERE/0217/0033**

CASE DETAILS	
<b>Application Description</b>	BUILDING 1 (PROPOSED EXTENSION) - APPLICATION FOR THE APPROVAL OF THE RESERVED MATTERS OF APPEARANCE AND SCALE FOLLOWING OUTLINE APPROVAL ERE/0516/0026
<b>Received Date</b>	31/01/2017
<b>Application Type</b>	Reserved - New Non Res MAJOR
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	02/05/2017
<b>Decision Expiry Date</b>	02/05/2019

(iii) **Grounds Farm – ERE/0217/0034**

CASE DETAILS	
<b>Application Description</b>	BUILDING 2 - APPLICATION FOR THE APPROVAL OF THE RESERVED MATTERS OF APPEARANCE AND SCALE FOLLOWING OUTLINE APPROVAL ERE/0516/0026
<b>Received Date</b>	31/01/2017
<b>Application Type</b>	Reserved - New Non Res MAJOR
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	02/05/2017
<b>Decision Expiry Date</b>	02/05/2019

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(iv) **Grounds Farm – ERE/0217/0035**

CASE DETAILS	
<b>Application Description</b>	BUILDING 3 - APPLICATION FOR THE APPROVAL OF THE RESERVED MATTERS OF APPEARANCE AND SCALE FOLLOWING OUTLINE APPROVAL ERE/0516/0026
<b>Received Date</b>	31/01/2017
<b>Application Type</b>	Reserved - New Non Res MAJOR
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	02/05/2017
<b>Decision Expiry Date</b>	02/05/2019

(v) **Grounds Farm – ERE/0217/0036**

CASE DETAILS	
<b>Application Description</b>	BUILDING 4 - APPLICATION FOR THE APPROVAL OF THE RESERVED MATTERS OF APPEARANCE AND SCALE FOLLOWING OUTLINE APPROVAL ERE/0516/0026
<b>Received Date</b>	31/01/2017
<b>Application Type</b>	Reserved - New Non Res MAJOR
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	02/05/2017
<b>Decision Expiry Date</b>	02/05/2019

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(vi) **Grounds Farm – ERE/0217/0037**

CASE DETAILS	
<b>Application Description</b>	BUILDING 5 - APPLICATION FOR THE APPROVAL OF THE RESERVED MATTERS OF APPEARANCE AND SCALE FOLLOWING OUTLINE APPROVAL ERE/0516/0026
<b>Received Date</b>	31/01/2017
<b>Application Type</b>	Reserved - New Non Res MAJOR
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	02/05/2017
<b>Decision Expiry Date</b>	02/05/2019

(vii) **21 Draycott Road – ERE/0317/0019**

CASE DETAILS	
<b>Application Description</b>	CREATION OF VEHICULAR ACCESS AND DROPPED KERB
<b>Received Date</b>	07/02/2017
<b>Application Type</b>	Full Planning (Householder, Alts, exts)
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	03/05/2017
<b>Decision Expiry Date</b>	03/05/2020

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(vi) **29 Wren Court – ERE/0317/0017**

CASE DETAILS	
<b>Application Description</b>	FELL 4 PROTECTED TREES (1 x MAPLE & 3 x POPLAR)
<b>Received Date</b>	03/03/2017
<b>Application Type</b>	Tree Preservation Order
DECISION DETAILS	
<b>Decision Level</b>	Delegated
<b>Decision</b>	Approve with Cond(Delegated)
<b>Decision Date</b>	04/05/2017
<b>Decision Expiry Date</b>	04/05/2019

(c) **Alleged breach of planning conditions – McColl’s 473-479 Tamworth Road**

Councillor Aram confirmed that officers from Erewash Borough Council had visited the site and confirmed that the three non-illuminated car park advertisements, appear to be being displayed with Deemed Consent under the Advertisement Regulations and do not therefore require Express Consent. With regards to the externally illuminated fascia advertisement, this does require Express Advertisement Consent.

The manager has also been informed that the fascia lights light were too bright and that the sign should be turned off when the shop was closed. This case has been raised with McColl’s Head Office to address.

**66/17 Reports from other meetings Councillors have attended**

None.

**67/17 Committee and Advisory Group minutes and reports**

**RESOLVED to note that with the exception of the Events and Communications Groups none of the following groups have met since the last full Parish Council meeting:**

- (a) Finance Committee
- (b) Community Developments & Improvements (Advisory Group)
- (c) Lakeside Park (Advisory Group)

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- (d) Events & Communications (Advisory Group) – Councillor Aram confirmed that this group had met and circulated the minutes. **RESOLVED** that £60.00 be allocated to support the Parish Council in attending and running a raffle at the Community Fun Day (Summer Fair) at Sawley Park on 8 July 2017.
- (e) External Funding & Grant Application
- (f) Christmas Lights and Decorations (Advisory Group)
- (g) War Memorial and Remembrance Service (Advisory Group)

### 68/17 Finance

#### a. PAYMENTS:

cq. SDCVS	Wages for May 2017	=£520.60
cq. Clerk Expenses:		
	Travel to meeting (Ilk – Sawley – Home)	
	18 miles x £0.45	= £ 8.10
	Work from home expenses March	= £ 18.00
	Mobile phone top up April	= £ 7.50
	<b>Total</b>	<b>= £ 33.60</b>
cq. Cllr Aram:		
	Travel to (Sawley – Derby – Sawley – Home)	
	22 miles x £0.45	= £9.90
	Erewash Borough Council – 4 x UFO LED wiring harness Fitted with 50 multi coloured LEDs – extra lights for Christmas tree at Lakeside Park	=£810.00
	Zurich Insurance renewal 2 <sup>nd</sup> year 01/6/17 to 31/5/18)	=£559.65
	Facade mounted Christmas tree scheme (Reimbursement to Cllr Aram)	= £508.04
	Woodgrow Horticulture (Knotweed treatment)	= £150.00

### 69/17 Correspondence

**RESOLVED** to note the following items of correspondence:

- (a) DALC – Freedom of Information and Data Protection Training;
- (b) DALC – Circular 06/2017.

### 70/17 Date of next meeting

**RESOLVED** to note that:

- (i) The Annual Parish Meeting take place at 7.00 pm on Tuesday 27 June 2017 at the Wesleyan Chapel;

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- (ii) the next full meeting of Sawley Parish Council to take place on **Tuesday 27 June 2017** at the rising of the Annual Parish Meeting at the Wesleyan Chapel.