

SAWLEY PARISH COUNCIL

Minutes of Sawley Parish Council Meeting held on Tuesday 28 November 2017 at 7.00pm at the Sawley Memorial Hall.

Present: Councillors Aram, Bird, Bond, Corbett, Dawson, Powell, Richardson, Simmons and Sewell.

149/17 Apologies for absence

RESOLVED to note the apology for absence received from Councillor Briggs and Walton.

150/17 Acceptance of Office

RESOLVED to note the Acceptance of Office by Denise Bond who was elected at the Sawley By-election on Thursday 2 November 2017.

151/17 Declaration of members Interest:

Cllr Sewell - Planning

152/17 Public Speaking

- (a) Mr Malcolm Hollingsworth expressed his concerns regarding the lack of poll cards and publicity relating to the parish council by election. His concerns included the lack of transparency and that there were no posters put up in conspicuous places. He had expressed his concerns to the Electoral Commission who had confirmed that when it is an unscheduled election then more could be done to advertise the election. The parish council appears to have only done the minimum required by law to publicise this by-election and should have made more efforts to inform residents whether through posters or leaflets.

In response to Mr Hollingsworth's concerns the chair read out the following statement which included information taken from the Electoral Commission's guidance for Returning Officers:

"This guidance confirms that the requirement to send poll cards does not apply to parish or community council elections. The decision not to have polling cards was taken at full council in the presence of the public. Information relating to the by-election was made available on Erewash Borough Council's website. The Borough Council also issued a press release with full details of the by-election including details of the candidates. A notice of Election and Notice of Poll was displayed on both Parish Council notice-boards, the Parish website and social media channels. There were very large banners and boards displayed at both polling stations on polling day. The Parish Council cost is £4,218.14 to date. We are still waiting for the invoice from Royal Mail for the postal votes which is estimated at £300/£400. This would take the estimated cost of the By-election to £4,600 which represents 8% of our total budget for 2017/18."

- (b) Sawley beat crime statistics 29/10/17 to 27/11/2017

In the absence of the police representative the Chair read out the information submitted by the PCSO:

- 14 recorded shop thefts
- 9 recorded vehicle crimes
- 5 recorded burglaries
- 6 recorded criminal damage

A prolific shop thief who was committing a lot of thefts in the Sawley beat area was arrested on 10 November and has since then been on remand and sentenced.

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With regards to vehicle crime, as with the rest of the force area and the country, there has been an increase in thefts from vans, and theft of high powered Ford vehicles. There are now 4 dedicated officers to investigate leads dealing with these specific crimes who work in the South division.

(c) Feedback from Derbyshire County Councillor Kewal Athwal

Cllr Athwal confirmed that the road works had finished on Tamworth Road and traffic flow had improved. The issue of overheight vehicles having to turn down Roosevelt was due to the sign being blocked by overgrown trees on Draycott Road. These trees have now been trimmed back in an effort to resolve this issue.

There was funding available from Derbyshire County Council for sustainable projects and bids are welcomed from local community groups. Cllr Walton suggested that a bid could be made for a defibrillator in Sawley.

153/17 HS2 engagement session

A joint presentation was made by HS2 representatives Benita Wishart, Robert Smith, Gwyn Ouda and Jonathan Holdcroft. A copy of the presentation is appended to the minutes.

Key information provided included:

- The Parliamentary approval process continues in 2019 with the basic scheme and design being deposited to begin the parliamentary process through the House of Commons and The House of Lords. The final approvals are expected in 2022 and the work contracts will be let in 2023.
- The HS2 line is expected to be open in this region by 2033.
- The Environmental Impact Assessment Regulations require that environmental impact assessment factors are included within the engineering design and mitigated from the start. The Environmental Impact Assessments will include surveys on air quality and predictions for noise levels. Ecology surveys will take place during the summer 2018 and at present access is being sought to private land and licences being sought prior to surveying. This will start with establishing a baseline of current levels. A working draft report will be published in September 2018 for consultation with the full impact assessment being published in January 2019 when it will be included in the full Hybrid Bill (HS2) being submitted to Parliament for approval.
- HS2 Limited is only responsible for building the railway and any proposed changes to motorway junctions, access roads and mitigation for traffic around Erewash would be require local authorities to apply for funding from Highways England and the government for infrastructure works.
- The route has now been approved by Parliament and no further changes to routes are proposed.

It was suggested that more information should be made available at the library for residents to access as not all people had access to the website.

RESOLVED that representatives of HS2 be invited back to a future meeting to provide an update on progress and outcome of the Environmental Impact Assessments etc.

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154/17 Minutes of Sawley Parish Council meeting held on Tuesday 24 October 2017

Cllr Corbett moved and Cllr Aram seconded that the minutes be approved as a true record.

RESOLVED that the minutes be approved.

155/17 Matters Arising

None

156/17 Report from Clerk and Responsible Officer

The clerk reported the complaint received regarding the Parish Council's decision not to issue poll cards for the recent election which was dealt with earlier in these meeting at minute number 152/17.

157/17 Reports from Cllr T Aram

- (a) Remembrance Service Parade – Cllr Aram confirmed that Cllr Richardson will be producing a summary of the event and provide some recommendations for future events. Thanks were expressed for the work done by Cllr Richardson and Cllr Aram in writing risk assessments and helping in the organisation of this event which is growing in attendance year on year.
- (b) Christmas Lights feedback discussion - the Christmas lights looked great but still need tweaking in minor areas. The cost of employing a contractor for putting up and taking down of the facade Christmas tree scheme as well as flags is to be explored as it is proving labour intensive and so far only been carried out by a few volunteers from the parish council. The switch on event proved to be very popular again and attendance numbers are increasing year on year and in future may necessitate having first aid provision as well as separate insurance for the event.
- (c) 'End Polio Now' - Planting crocus bulbs – The Rotary Club of Long Eaton will lead of this project at Sawley Junior School. Rotarian Barbara James will make a Rotary presentation 'End Polio Now' to year 5 students (approx. 250 crocus bulbs – which will represent all students and staff members will be planting within the school grounds.
- (d) National Tree Week – Lakeside Park – the trees will be planted tomorrow and our contractor is working with the school children as part of the grant funding requirements. Cllr Aram, Bird and Corbett will be supporting the planting of the trees.
- (e) Councillors email accounts / associated policy and procedure – Cllr Aram confirmed that he has now setup email accounts for new councillors as circulating the parish council's social media and email policy.
- (f) Budget 2017/18 – the draft budget would be brought to a meeting of the Finance Committee which will take place at the rising of December's monthly parish meeting. Following the election it is clear that funds needed to be put into reserves for any potential future elections being called but also to increase the reserves to include six months running costs for the parish council as recommended by DALC. Cllr Aram has agreed to draft the budget and send onto all councillors prior to the Finance Committee meeting.
- (g) Lakeside Park – Cllr Aram confirmed that he has made an approach to Derbyshire County Council for the park to be handed over to the Parish Council as part of the community asset transfer. However, Derbyshire County Council has declined this request but did confirm that they would consider extending the lease for a further 25 year period. There is approximately 16 years remaining on the lease so with the proposed extended the lease for a further 25 year period.

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Cllr Corbett moved and Cllr Aram seconded the proposal to have the lease on Lakeside Park extended by a further 25 year period and it was unanimously agreed that this lease extension should be requested.

- (h) Laurel hedge on Tamworth Road B6540 (western side)

The laurel hedge has been cut and now looks much better to have this done on a regular basis would cost approximately £164 plus VAT. This is unregistered land which the Parish Council has agreed to maintain and the costs will need adding to the budget 2018/19. Cllr Aram has previously proceeded a detailed report in regards to unregistered land site with Sawley which was approved by Full Council.

158/17 Parish councillors reports

- (a) Request for an audio speaker system – Cllr Powell
Cllr Powell requested that an audio speaker system be purchased by the Parish Council and that this should be included in the 2018/19 budget. The preferred portable system does include wireless microphones and will cost approximately £200.
- (b) NALC – Star Councillor Award – Cllr Powell
Cllr Powell confirmed that Cllr Aram came in the final 3 for the Star Councillor Awards and that this is in recognition of all his hard work and achievements and projects he has spearheaded for Sawley Parish Council including the submission for grant funding for the car park, the facade Christmas tree schemes, liaison and networking with Network Rail and East Midlands Trains and others to improve the street scene at our local railway station.

RESOLVED to acknowledge the great work and achievements that Cllr Aram has made for the Parish Council.

- (c) Sawley Park litter – Cllr Simmons
Cllr Simmons raised the issue of the littering on Sawley Park and although this area is not the responsibility of the Parish Council it was confirmed that Erewash Borough Council had tidied up the park and removed the litter. The neighbourhood wardens would also visit more frequently as well as the rubbish and recycling bins to be emptied more frequently.

159/17 Meeting dates for 2018

RESOLVED that Sawley Parish Council meet on Tuesday's at 7.00 pm on the following dates:

- 23 January 2018 – Sawley Memorial Hall
- 27 February 2018 – Sawley Women's Institute
- 27 March 2018 – Sawley Memorial Hall
- 24 April 2018 – venue to be confirmed
- 29 May 2018 – Sawley Memorial Hall
- 26 June 2018 – Sawley Memorial Hall
- 24 July 2018 – Sawley Women's Institute
- 28 August 2018 – venue to be confirmed
- 25 September 2018 – Sawley Memorial Hall
- 23 October 2018 – Sawley Women's Institute
- 27 November 2018 – venue to be confirmed
- 18 December 2018 – Sawley Memorial Hall

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160/17 Planning

RESOLVED to note the following planning applications, consultation notices and appeals and decisions

(a) Consultation notices

ERE/1117/0044 – 42 Fairfield Crescent –single storey extension

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

None

(c) Decision Notices:

- (i) ERE/0917/0034 – 473-479 Tamworth Rd – Retrospective advertisement consent to display a non-illuminated fascia sign to front elevation – approved 09/11/17
- (ii) ERE/0917/0045 – 48 Wilne Road – prior approval for proposed single story rear extension – approved (prior approval not required) 31/10/17.
- (iii) ERE/0817/0080 – 51 Northfield Avenue – demolition of existing single storey rear projection – construction of a new single storey rear/side extension – approved with conditions 23/10/17.
- (iv) ERE/0817/0068 – 139 Peveril Crescent – erect 2 storey rear extension to form new kitchen and bedroom, re-site and replace garage and erect new front porch – approved 16/10/17
- (v) ERE/0817/0048 – 10 Shirley Street – demolish existing garage, erect new first floor extension, two storey side extension and single storey side/rear extension (resubmission in amended form of application ERE/0117/0042) – approved with conditions 17/10/17

161/17 Reports from other meetings Councillors have attended

None.

162/17 Committee and Advisory Group minutes and reports

RESOLVED to note the membership of the following committees.

(a) Committee memberships – review and new appointments

Committee	Membership
Personnel Committee	Aram (Chair) Corbett Walton Powell Richardson
Finance Committee	All councillors Aram (Chair)
Community Developments & Improvements (Advisory Group)	Aram (Chair) Bird Briggs Dawson Sewell

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	Simmons Walton Richardson
War Memorial and Remembrance Service (Advisory Group)	Aram Bird Briggs Richardson
Christmas Lights and Decorations (Advisory Group)	Aram (Chair) Bird Sewell Simmons Powell Richardson
Events and Communications (Advisory Group)	Aram Bird Briggs Dawson Simmons Powell Richardson
External Funding & Grant Application	Appointment as required
Business Plan	Appointment as required
Lakeside Park (Advisory Group)	Appointment as required
Parochial Church Council of Sawley Parish	Simmons
Friends of Sawley Park	Aram

163/17 Finance

(a) Payments

RESOLVED to approve the following payments:

	£	
cq. SDCVS Wages for November 2017		= £ 517.02

cq. Clerk Expenses:

Travel to meeting (Home – Sawley Community centre – Home)		
20 miles x £0.45		= £ 9.00
Work from home expenses November 2017		= £ 18.00
Mobile phone top up November 2017		= £ 5.00
Total		= £ 32.00

TH Heath contracts (inv 12024) for grounds maintenance works		= £1,762.80
Amberol (inv 16565) for one two arm basket tree 3m black and 410 mm diameter self watering cup & saucer hanging		

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basket with chains (black) x 2	= £ 570.84
Precision Audio Solutions – remembrance service	= £ 96.00
Controlled Guarding Solutions – remembrance service	= £ 330.00
Bugler – remembrance service	= £ 50.00
Facade Mounted Christmas trees	= £ 666.00
Sawley Bakery (Christmas Lights / Switch On)	= £ 80.00
Cllr Aram: Stamps	= £ 7.80
Remembrance Parade / Service –	
Cable ties	= £ 1.25
Christmas Lights / Switch On Event -	
Refreshments (non-alcoholic mulled wine) for switch on	= £ 70.80
Switch on candy canes	= £ 5.00
Facade Christmas tree lights x 20 sets	= £ 184.75
Cups/glasses/catering items	= £ 16.21
Travel / Parking	= £ 40.20
Payment to EBC for Planning application (from Oct) for info	= £ 97.50
Community Pillar Clock	

(b) Bank reconciliation – the bank reconciliation for the period 9 September to 18 October 2017 was confirmed and signed by the Chair.

164/17 Correspondence

RESOLVED to note the following items of correspondence all of which have been sent to councillors.

- (a) Erewash Borough Council – weekly list of licensing applications dated 21 November
- (b) Complaint from Malcolm Hollingsworth re by election (dealt with earlier in the minutes)
- (c) Notification of external auditor appointments for the 2017/18 financial year
- (d) Erewash Borough Council – publication of electoral register December 2017
- (e) Erewash Borough Council – Borough and Parish Councils’ Forum agenda for meeting to be held on Thursday 30 November 2017 at 2.30 pm at Ilkeston Town Hall which was attended by Cllrs Bond, Sewell and Powell.
- (f) Erewash Borough Council – weekly list of licensing applications dated 14 November
- (g) Christmas Tea Dance on 13 December 2017 at 1.30 pm at Erewash Voluntary Action on Granville Avenue – poster
- (h) Query via the contact us page – “the remembrance service and parade at Sawley is always Church of England. Could this be more non-secular to represent both the non-religious and non Church of England? It was confirmed that anyone is welcome to attend as it is an act of remembrance and a community event and other denominations who would like to participate are welcome.
- (i) DALC circular 13/2017
- (j) Derbyshire Police and Crime Panel – newsletter 8 November 2017
- (k) Parish and Town Council Liaison Forum – 7 November 2017
- (l) Erewash Borough Council – licensing applications – 7 November 2017
- (m) Erewash Borough Council – result of poll – 3 November 2017
- (n) Complaint re election – non use of poll cards – 2 November 2017
- (o) Long Eaton and District 50+ forum – 11 December 017 at Long Eaton Town Hall

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165/17 Date of next meeting

To note that the next meeting of Sawley Parish Council to take place on **Tuesday 19 December 2017** at 7.00 pm at the Sawley Women's Institute with a meeting of the Finance Committee to take place at the rising of the monthly meeting.