

SAWLEY PARISH COUNCIL

Minutes of Sawley Parish Council Meeting held on Tuesday 26 September 2017 at 7.00pm at Sawley Memorial Hall.

Present: Councillors Aram, Bird, Briggs, Richardson, Simmons and Walton.

115/17 Apologies for absence

RESOLVED to note the apologies for absence received from Councillors Powell and Sewell.

116/17 Declaration of members Interest

None.

117/17 Public Speaking

(a) members of the public

None.

(b) report from the police liaison officer

The following crime reports were read out by Cllr Aram:

- Vehicle Crime-9 incidents
- Criminal Damage-11 Incidents
- Theft-14 Incidents
- Burglary Dwelling-4 Incidents
- Burglary Non-Dwelling-3 Incidents
- continuing theft of bikes, despite being locked and having CCTV. Bike thieves are attending leisure Centres and Gyms with a bolt cutter, cutting the bike locks and stealing the bikes.

RESOLVED to note the update provided and the request for support for the Cuppa with a Copper event proposed in Sawley.

118/17 Minutes of previous meeting

RESOLVED that the minutes of the meeting held on Tuesday 22 August 2017 as a true record and be signed by the Chair.

119/17 Matters arising

None.

120/17 Reports from Cllr T Aram

Cllr Aram provided the following updates:

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(a) Remembrance Wreath

Cllr Aram confirmed that he had researched how long the British Legion and Erewash Borough Council retained the remembrance wreaths following the Remembrance Service. Neither organisation had a policy and following discussion it was decided that it may be construed as disrespectful if wreaths were removed after a specific period of time rather than leaving them and removing them once they were beginning to look worse for wear.

(b) The Tree Council Grant – Lakeside Park

Cllr Aram confirmed that the planting of the trees and morning session with school children at Lakeside School which is being in partnership with the contractor would take place between 25 November and 3 December 2017. The date will be confirmed in due course.

(c) Hanging baskets

The fixings for the hanging basket trees had all been installed in the pavements with a view to planting the baskets out next summer.

(d) Street planters

This is a proposal for 2018/19 budget. The proposal to place these outside the Nags Head and White Lion has been well received by both premises. The planters will be bolted to the ground and have feet to ensure that they are level given the gradient of the pavements. Cllr Aram requested that the parish council approve to proposal for the planning application to be submitted to Derbyshire County Council as this generally takes about six months to complete.

RESOLVED to approve the cost of and submission of the planning application for the installation of the street planters to Derbyshire County Council.

(e) Rebranding works

Cllr Aram informed the parish council of the options for the colour scheme for the street planters and suggested that these should remain consistent with the hanging basket trees. The option of finding sponsorship for the planters was discussed but would require further exploration. If the parish council name was to be included on the street planters this would require additional funding as it had not been included on the original proposal/feasibility.

(f) Pillar clock

Cllr Aram confirmed that all the relevant permissions had been received for the installation of the pillar clock and that an application had been made to Cross Country Rail for funding. The parish council now needed to submit a planning application to Erewash Borough Council although following initial discussions it was unlikely that there would be any difficulties with the application.

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RESOLVED to approve the submission of the planning application and associated costs.

121/17 **Casual Vacancies**

The clerk informed the Parish Council that in total four applications had been received for the two casual vacancies.

RESOLVED to note the feedback from the clerk.

122/17 **Call to hold an election**

The clerk confirmed that Erewash Borough Council had received a request to hold an election for the third vacancy. The election will be held on Thursday 2 November 2017. The cost of the election could be in the region of £5,000 however, this would be reduced significantly if the Parish Council decided not to have poll cards delivered. Publicity for the by election will be on the Parish Council website, notice boards as well as the Erewash Borough Council website.

RESOLVED that the clerk inform Erewash Borough Council that poll cards were not required for the by election.

123/17 **Parish Clerk report**

(a) **Financial regulations**

The Clerk confirmed that the changes had been made to the financial regulations as advised by DALC. A copy of the revised Financial Regulations had been circulated to councillors.

RESOLVED to approve and publish the revised Financial Regulations.

(b) **Request for a quote for clearing of dog mess and dog litter bins**

The clerk confirmed that a request for a quote had been sent to Erewash Borough Council for the removal of dog mess and emptying of dog bins on Lakeside Park and that this would be reported back.

(c) **Clerks hours**

The clerk requested that her weekly hours be reduced to a standard six hours with the additional 2 (making a total of 8 per week) being used flexibly throughout the month as the workload varied greatly. The total monthly hours equating to 34 hours per month.

RESOLVED to approve the request for the clerk to use her hours more flexibly throughout the month with a total of 34 per calendar month.

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124/17 **Planning**

RESOLVED that the parish council would not be submitting any comments to the following consultation notices and that the planning decisions be noted:

(a) Consultation notices

- (i) Land West of 62 Turner Road – New 3 bedroom detached house – ERE/0817/0046 - dated 22/08/17
- (ii) 10 Shirley Street, Sawley – ERE/0817/0048 – 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/01117/0042
- (iii) 51 Northfield Avenue, Sawley – ERE/0817/0080 – demolition of existing single storey rear projection. Construction of a new single storey rear/side extension dated 1 September 2017
- (iv) 139 Peveril Crescent, Sawley – ERE/0817/0068 – erect 2 storey rear extension to form new kitchen and bedroom, re-site and replace garage and erect new front porch

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

- (i) 73 Wilmot Street – ERE/0717/0043 – prior notification for single storey rear extension with mono-pitched roof

(c) Decision Notices:

- (i) Grounds Farm – Discharge of condition 2 for application ERE/0217/0038 – materials – 13/09/17
- (ii) 43 Austen Avenue – ERE/0717/0028 – part two storey, part single storey rear extension – approved with conditions – 07/09/17
- (iii) 83 Draycott Road – ERE/0617/0062 – erection of 2m high close boarded timber fencing with driveway and pedestrian gates – approved 29/08/17
- (iv) 50 Kingsley Crescent – ERE/0617/0045 – single storey garage extension approved 11/8/17
- (v) Kam Autos – ERE/0617/0048 – demolition of existing store and erection of extension to garage approved 02/08/17
- (vi) 39 Repton Road – ERE/0617/0044 – proposed single store rear extension – approved with conditions by Planning Committee on 03/08/17
- (vii) 66 Netherfield Road – ERE/0617/0001 – single storey rear extension – approved with conditions 24/7/17

125/17 **Reports from other meetings Councillors have attended**

RESOLVED to note the attendance of councillors at the following meetings:

- Cllr Aram at DALC finance training for councillors which he reported had proven to be very useful.

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- Cllrs Aram and Richardson attendance at the All Saints' Church – Sawley Flower Festival consultation meeting. Cllr Simmons confirmed that a steering group had been set up to review options for future events and a consultation with the public on ideas will take place with the proposal to move the date from the August bank holiday to enable more children to participate. It was confirmed that the Silver Prize band had been booked for the August Bank Holiday in 2018.
- Cllr Aram at Sawley and District Historical Society – it was confirmed that there had been some miscommunication and that this was actually Long Eaton Historical Society.

126/17 **Committee and Advisory Group minutes and reports**

RESOLVED to note that 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)
- (d) Events & Communications (Advisory Group)
- (e) External Funding & Grant Application
- (f) Christmas Lights and Decorations (Advisory Group)
- (g) War Memorial and Remembrance Service (Advisory Group)

127/17 **Finance**

RESOLVED that the following payments be approved:

(a) PAYMENTS:

	£
SDCVS Wages for September 2017	= £515.62

cq. Clerk Expenses:

Travel to meeting (Home –Sawley Community Hall – Home)	
20 miles x £0.45	= £ 8.10
Travel to training 45.7 miles x £0.45	= £ 20.56
Work from home expenses September	= £ 18.00
Mobile phone top up September	= £ 5.00
Stationery	= £ 4.55
Postage stamps 12 x 1 st class	= £ 7.80
To be signed for letter	= £ 2.08
Total	= £ 66.09

DALC - clerks training finance for responsible	
Officers/clerks – 11/09/17	=£60.00
DALC - finance training for councillors – 11/09/17	
(Cllr Aram)	=£40.00

cq. Cllr Aram Expenses:

Travel to meeting (Home –Ilkeston Town Hall – Home)

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14 miles x £0.45	= £ 6.30
Travel to training (Home – Cromford Mill – Home)	
57 miles x £0.45	= £25.62
Travel to meeting with clerk (Home – Lenton – Home)	
15 miles x £0.45	= £6.75
Travel to meeting (Home – County Hall (Matlock) – Home)	
60 miles x £0.45	= £27.00

(b) Additional support financial monitoring support

RESOLVED that approval be given for the clerk to seek additional support for budget monitoring and following requests for additional information from the External Auditor.

(c) Contingency and Reserves

As a result of the by election that has been called the council's reserves would be depleted and the clerk informed the Parish Council that it was essential that allowance is made in the budget for 2018/19 to establish sufficient reserves but also a contingency fund to ensure there is always the equivalent of six months running costs put aside.

RESOLVED that a minimum of £5,500 be placed in reserves in the event that of any future requests for a by election and the equivalent of six months running costs be held as contingency.

128/17 Correspondence

- (a) Autumn Footprints walking festival in Erewash – Marion Farrell
- (b) HS2 Information events leaflet
- (c) Email from Sylvia Corsham re Sawley Historical Society meeting 14 Sept 2017
- (d) DALC Circular 10/2017 – emailed to all councillors
- (e) Snow Warden Scheme 2017/18 – emailed to all councillors
- (f) DALC Circular 11/2017 – emailed to all councillors
- (g) Email from EBC confirming election date of 2 November 2017 – emailed to all councillors
- (h) SOL Pearch – HS2 invitation to attend a Parish meeting to discuss HS2 – emailed to all councillors
- (i) Email from J Pantling – offering their xmas tree to the Parish Council if the Parish Council cuts it down
- (j) Derbyshire County Council – Mobile Library Service – emailed to all councillors
- (k) DALC – email including agenda for the AGM – emailed to all councillors
- (l) EBC – email from Colin Handley advising that the EBC Community Grants Scheme is open until 13 November 2017
- (m) Derbyshire County Council – Flu Vaccine information email
- (n) Letter from Mr and Mrs Allen requesting the Parish Council apply for a cultivation licence on Berresford Road
- (o) EBC Rural Grants scheme – Colin Handley
- (p) Weekly licensing applications from EBC

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RESOLVED that

- (1) Sol Pearch be contacted regarding their request to talk to the parish council regarding HS2 with a proposal to invite them to attend a future meeting;
- (2) that the appreciation of the Parish Council be conveyed to Mr Pantling regarding the offer of the Christmas tree and to inform them that the parish council had already contracted a supplier to provide the Christmas tree this year;
- (3) the timetable for Derbyshire County Council – Mobile Library Service be placed on the council's website;
- (4) that the clerk write to Mr and Mrs Allen confirming that the Parish Council would not be applying for a cultivation licence for Berresford Road.
- (5) that the correspondence be noted.

129/17 Date of next meeting

RESOLVED to that the next full meeting of Sawley Parish Council to take place on **Tuesday 24 October 2017** at Wesleyan Methodist Chapel.

130/17 Exclusion of the public

RESOLVED that the press and public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 S1 in view of the confidential nature of the following items.

131/17 (a) Council Property

RESOLVED to note the information provided by Cllr Aram.

(b) Clerk's appraisal and incremental pay increase

RESOLVED that the clerk be awarded an incremental pay increase following successful completion of the appraisal.

(c) Staffing and feasibility studies

RESOLVED that the proposal for a lengthsman be delayed indefinitely until a full feasibility study can be carried out which includes an evaluation of the costings and satisfaction with the current contractors.

132/17 Interviews

The parish council interviewed four candidates for co-option onto the parish council with majority votes being achieved by the two successful candidates.

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133/17 Co-opton

RESOLVED that Mr Chris Corbett and Ms Samarah Dawson be invited to the next meeting of the parish council to be formally co-opted and make the declaration of office.