

BURNASTON PARISH COUNCIL

Mrs J Storer (Clerk)

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www.burnaston-online.co.uk

Date: 18th May 2017

To: The Chairman and Members of Burnaston Parish Council

ORDINARY PARISH MEETING

You are summons to attend the next Burnaston Parish Council Meeting, which will be held at the Village Hall on **THURSDAY 25th May 2017 at 7. 20pm.**

Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely

Jacqui Storer
Clerk

ORDINARY PARISH COUNCIL MEETING - AGENDA

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

- (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to
- (b) make representations and then leave the meeting prior to any consideration or determination of the item)
- (c) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

- 4 Public Speaking – (15 Minutes)

- (a) A period of not more than 15 minutes (as per Standing Orders 3f) will be made available for members of the public and Members of the Council to comment on any matter.
- (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
- (c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

- 5. To grant any dispensations relating to declared interests
- 6. To approve the Ordinary Minutes of the Meeting held on 30th March 2017 (Copy already circulated).
- 7. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:

"In view of the confidential nature of item to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item."
- 8. Co-option of a Parish Councillor
- 9. Chairman's Announcements on official functions attended
- 10. Report of the Clerk
- 11. New House Farm
 - a) Report of the Developers Liaison Committee held 11th May 2017
 - b) Report on latest Developers Own Liaison Meeting – Cllr Potter
- 12. To make recommendations relating to Mickleover Country Park matters
- 13. To make recommendations relating to Village Hall Matters
- 14. To make recommendations relating to Burnaston Village matters
- 15. To receive reports on the public footpaths in the Parish and to decide upon actions to be taken
- 16. To consider consultations received
- 17. Risk Assessments
- 18. Planning
 - a) Planning applications (see attached sheet)
- 19. Correspondence (See attached sheet)
- 20. Finance
 - a) Accounts for Payment (see attached sheet)
 - b) To consider requests made under S137
 - c) To receive the report from the Internal Auditor for the year ending 31.03.17
 - d) To complete the Annual Governance Statement 2016/17
 - e) To approve the accounts for the year ending 31.03.17 and to complete the annual accounting

statements

- f) To approve the Discretionary Policy relating to the Pension Scheme, based upon the model sent by DCC.

21. Items for information only

- a) To receive reports on meetings attended
- b) To advise on Forthcoming meetings/Training sessions
- Cllr's Induction training session scheduled for 18th May 2017 has been cancelled due to low numbers.
 - Area & Safer Neighbourhood meeting – 12th June at Hilton Village Hall commencing at 6.15pm

22. To move the following resolution - "That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

23. Date of next meetings for 2017

Thursday 20th July

Thursday 28th September

Thursday 30th November

Clerk's Report May 2017

Agenda item

8. Parish Cllr Vacancy
No expressions of interest have been received.
10. Report of the Clerk
The Clerk has no other matters to report other than those raised in the agenda and this report.
12. MCP matters
No matters have been reported to the Clerk
13. Village Hall matters
A new kettle has been purchased by the WI and reimbursement made.
The Clerk will provide a verbal report to the meeting about the compliance to DDA.
14. Burnaston Village matters
No matters have been reported to the Clerk.
The Clerk will provide a verbal update at the meeting relating to the proposal for a village map.
15. Public Footpath matters
No matters have been reported to the Clerk.
16. Consultations
None received.
17. Risk Assessments
Following the cyber attack on 11th May 2017, the Clerk is recommending that this is a risk that should be included on the Parish Council's risk assessment. The Clerk confirms that the Parish Council's laptop has up to date software protection and that regular backups are taken and stored in a fireproof cabinet. The Clerk is aware arecare is exercised in opening emails and attachments, unless they are from recognised sources.
18. Planning
 - a) Applications

9 2017 0349 - outline application (all matters except for access to be reserved) for the residential development of up to 1,000 dwellings, an extra care facility, a local centre comprising: a small supermarket with a floorspace not exceeding 500sqm; a group of smaller shops with a total floorspace not exceeding 500sqm; a cafe/restaurant with a floorspace not exceeding 200 sqm; a public house with a floorspace not exceeding 650 sqm; a doctors surgery or creche; and a community facility, as well as a primary school together with associated playing fields and the provision of associated infrastructure (including roads, footpaths, cycleways, sustainable urban drainage and open space) at land at New House Farm, Radbourne

9 2017 0325 - the change of use of part of access road verge to Walnut Manor to domestic curtilage associated with numbers 2, 4 and 4a Walnut Close to facilitate the creation of access drives, and parking areas and other associated works at access drive serving Walnut Manor, Walnut Close, Burnaston

9 2017 0455 – the extension to toyota despatch yard car park, including creation of further flood attenuation measures, earth screening and ecological landscaping at Toyota Motor Manufacturing UK

Ltd, Burnaston

9 2017 0361 - retrospective application for the retention of an existing portable building for use as part of the day nursery, retention of other existing buildings and structures, staff car parking and package treatment plant (re-submission of 9/2016/1277 with minor amendments) at day nursery, Staker Flatt Farm, Staker Lane, Mickleover

19. Correspondence - May 2017

1. DALC – Various papers
2. NALC – Become a Charter Branch
3. DCC – Notification of cessation of waste charges at waste sites

20. Finance

20a). Accounts for payment

Cheques raised since last meeting

000284	Mrs A Foord – reimbursement for new kettle at Village Hall	£24.99
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Cheques to be raised

000285	Mrs J Storer – expenses	£TBC
000286	Miss K Shuttlewood – Lengthsman (May & June)	£34.00
000287	Mr E Smith Gardening at the Village Hall (April & May)	£84.00
000288	DALC Subscription for 2017/18	£312.85
000289	S Staffs Water – Water at Village Hall	£13.49
000290	Mr B Wood – internal audit for 2016/17	£69.10
000291	Mr G McCulloch - Reinstate steps	£320.00
000292	Came & Company – insurance renewal	£ awaiting premium
s/o	HMRC – Clerk’s PAYE April 2017	£TBC
s/o	Mrs J Storer – Clerk fee (Apr)	£XX
s/o	DCC – Pension payment (Apr)	£76.75
s/o	HMRC – Clerk’s PAYE May 2017	£TBC
s/o	Mrs J Storer – Clerk fee (May)	£XX
s/o	DCC – Pension payment (May)	£76.75

Money Received

BACS	SDDC – Concurrent expenses for 2016/17 refund	£4954.00
BACS	HMRC – VAT refund for 2016/17	£518.64
BACS	SDDC – First half of the 2017/18 precept	£4183.00
BACS	SDDC – Tax support grant	£148.00
500127	DCC – reimbursement of Minor Maintenance claim 2016/17	£180.00
500126	Village Hall hire	£40.00
500125	Village Hall hire	£30.00

20b) To consider requests made under S137

No requests have been received.

20c) To receive the internal auditor’s report

No comments or concerns have been raised.