

**BURNASTON PARISH COUNCIL  
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING  
HELD ON THURSDAY 5<sup>th</sup> JULY 2018  
IN THE VILLAGE HALL, BURNASTON AT 7.00PM**

PRESENT: Cllr O Bottomley (Chair), Cllr G Allen, Cllr I Potter  
In Attendance: Mrs J Storer (Clerk), Cllr Muller (to 7:26pm), Cllr Brown (to 7:26pm)  
1 member of the public, another member of the public arrived towards the end of the meeting.

**PART 1 NON –EXEMPT INFORMATION**

The Chair welcomed all to the meeting and as a quorum was established, the meeting took place.

18/457 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr Mead and Cllr Ford.

18/458 VARIATION OF ORDER OF BUSINESS

There was no variation to the order of the business

18/459 MEMBERS TO DECLARE AN INTEREST.

No declarations were made.

18/460 TO GRANT ANY DISPENSATIONS

No dispensations were required.

18/461 PUBLIC SPEAKING (*As per Standing Orders 3*)

a) Public

The member of the public advised that she had attended the meeting to see the village map and to raise some issues relating to the village hall.

The map was inspected and comments made. Comments regarding the village hall were to relocate the gate and path to match up with the ramp. The Chair explained that instructions have already been issued for a new gate, for the path to be relocated to be along the boundary hedge. The old path will be removed and the area grassed. A new noticeboard and the village map will be erected, the time scale for the completion of the works is the end of September. It was suggested that the height of the new grab rails in the disabled toilet were too low; but having tried them and having used an occupational health approved contractor, the Parish Council disagreed with this comment.

b) County Council and District Council reports

The written report from Cllr Ford had been circulated prior to the meeting and was noted by Cllrs. Cllr Muller reported that he is on the board of the Police & Crime Commissioner. There was an attempted distraction burglary on Findern Lane but the perpetrators were disturbed. Vigilance by all members of the public is being urged particularly during this period of hot weather where windows are being left open. The Commissioner is aware of local issues and a lot of resources are going towards cyber crime. Concerns were raised about the level of staffing within the PCC and the lack of police visibility in the area. Cllr Brown reported upon the new format of the Area and Safer Neighbourhood meetings. The planning services dept is being reviewed with a smarter IT system being installed. The Local Plan Parts 1 and 2 have been adopted with some challenges being made that have gone to judicial review. The national planning policy is being reviewed and relaxed which may make it possible to build small pockets of housing within Burnaston village. No further progress has been made on the railhead application. At Burnaston Cross a large

warehousing application has been submitted and a further application is due to go out to consultation after having addressed the concerns on the previous application. Whilst it is a complex application, it will be determined by SDDC.

The Clerk sought further information about the strategic review by SDDC of the litter collection in the district. Cllr Brown informed that the strategic review is to enhance the litter picking and to provide more funding rather than to review the provision or to push it to the Parish Councils.

7:26pm Cllrs Brown and Muller left the meeting.

c) Police reports

No reports were presented by the police.

18/462 To approve the Minutes of the Annual Meeting of the Parish held on 24<sup>th</sup> May 2018

RESOLVED: the minutes of the Annual Meeting of the Parish, held 24.05.18 as previously circulated, were read, accepted and signed as a correct record by the Chairman.

18/463 To approve the Minutes of the Annual Parish Meeting held on 24<sup>th</sup> May 2018

RESOLVED: the minutes of the Annual Parish Meeting, held 24.05.18 as previously circulated, were read, accepted and signed as a correct record by the Chairman.

18/464 TO APPROVE THE ORDINARY MINUTES OF THE MEETING HELD ON 24<sup>th</sup> MAY 2018

RESOLVED: the minutes of the Ordinary Meeting, held 24.05.18 as previously circulated, were read, accepted and signed as a correct record by the Chairman.

18/465 TO DETERMINE WHICH ITEMS IF ANY ON PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED.

No additional matters were identified to be taken in the exempt section of the meeting.

18/466 CO-OPTION OF PARISH COUNCILLOR

a) to consider the application to be a co-opted Cllr

No further expressions of interest have been received.

18/467 CHAIR'S ANNOUNCEMENTS ON FUNCTIONS ATTENDED

The Chair reported that she had not attended any official functions since the last meeting but she has met with the cadets to formally to put together the Remembrance Service.

18/468 TO RECEIVE THE CLERK'S REPORT

The report as previously circulated was accepted with no comments or amendments.

18/469 TO CONSIDER AND MAKE RECOMMENDATIONS REGARDING GDPR

The old paperwork and personal data is being removed and properly disposed of by a professional disposal and shredding company. Historical information is being retained and there are still some boxes within the attic of the village hall that need to be sorted; this will be done by the end of the summer.

The Privacy Policy was previously circulated to all Cllrs. There were no recommended changes.

RESOLVED to adopt the Privacy Policy as circulated

The village hall booking forms still need to be amended, Cllr Bottomley will undertake this task.

Thanks were extended to Cllrs Allen and Potter for sorting the paperwork.

18/470 NEW HOUSE FARM DEVELOPMENT UPDATE

It was reported that the new houses are not selling as well as anticipated and this was thought to be as the properties were overpriced. This may affect the speed of the development and may al

so mean that a change to the style and type of house may come about.

18/471 MICKLEOVER COUNTRY PARK MATTERS

No matters were raised.

18/472 VILLAGE HALL

Following advice from the electrician, the location of the defibrillator was agreed, and a notice will be erected on how to use the defibrillator. The outside light may need to be relocated in order to provide light to the path once it has been relocated. Cllr Bottomley will inform the neighbours of the change to the path and to the external lighting at the Village Hall.

The fire extinguisher and the coat hooks will be relocated as the current location hampers access to the emergency exit.

The Clerk will obtain a blind for the disabled toilet window.

18/473 BURNASTON VILLAGE MATTERS

The bin at the bottom of Green Lane is still to be re-instated.

No volunteers have come forward to run the NHW, the Parish Council expressed both disappointment and concern about the lack of volunteers.

18/474 TO RECEIVE REPORTS ON THE PUBLIC FOOTPATHS IN THE PARISH AND TO DECIDE UPON ACTIONS TO BE TAKEN

The fence at the bottom of Robyn Hill identifying the start of the public footpath is in a poor condition, the contractor has been instructed and the repairs will be completed when the paths are next attended to.

18/475 COMMEMORATION AND CELEBRATION OF THE END OF WORLD WAR 1

The full South Derbyshire Cadet band will be in attendance on the Remembrance Service on 10th November. All arrangements are in place to include the additional inscription on the war memorial, this will be unveiled by a family member. Cllr Bottomley will source some ceremonial curtains for the event. Nearer the date of the ceremony, an order of service will be agreed.

Cllr Bottomley will prepare the risk assessment for the event.

18/476 TO DECIDE UPON THE DESIGN OF THE NEW NOTICEBOARD AND UPDATE ON THE VILLAGE MAP (MIN 17/328d)

The map has been viewed by two members of the public. The location of the defibrillator will be included on the map. Agreement was reached about the colour, the content and the photographs to be included on the map. The map is on course to be completed before the end of September.

Thanks and appreciation were given to Cllr Potter for the work on this project.

18/477 TO CONSIDER CONSULTATIONS

None received.

18/478 RISK ASSESSMENTS

The Clerk had no recommended changes to make to the risk assessments or to the Risk Register; as above, Cllr Bottomley will prepare the risk assessment for the WW1 commemoration event.

18/479 PLANNING

Planning applications

9 2018 0551 - continued use of land as residential garden at land to the rear of 18 Sandpiper Lane, Mickleover Country Park

NO OBJECTIONS

9 2018 0571 - the erection of extensions and associated external works at 35 Sandpiper Lane, Mickleover Country Park  
NO OBJECTIONS

9 2018 - outline application (all matters to be reserved) for the residential development of two dwellings at land adjacent to Stables Lodge, Grassy Lane, Burnaston  
NO OBJECTIONS

9 2018 0598 - the felling of two cherry trees covered by SDDCTPO number 132 at land opposite 8 Kingfisher Close, Mickleover Country Park  
NO OBJECTIONS

9 2018 0626 – the erection of extensions at 2 Hospital Lane, Mickleover  
NO OBJECTIONS

#### 18/480 CORRESPONDENCE

1. DALC – Various papers
  2. SDDC – Enquiry if there are secure facilities within the Parish to install and use IT equipment for the use of residents to make claims for universal credit.
  3. SDDC – Enquiry about the lengthsman scheme operated by Parish Councils
  4. DCC – Notification of the Snow Warden scheme for 2018/19
- All items of correspondence were noted.

#### 18/481 FINANCE

##### a) Finance – accounts for payment

The following accounts were passed for payment

##### *Cheques raised since last meeting*

000353	British Gas	Gas at Village Hall	£163.21
000354	Mr McCulloch	Footpath work on 02.06.18	£100.00

##### *Cheques for approval*

000355	Richard Bull	Install ramp and new disabled toilet at V Hall	£4488.00
000356	Mr E Smith	Gardening at Village Hall (June-July incl)	£84.00
000357	Miss K Shuttlewood	Lengthsman fee (Jun - July incl)	£34.00
000358	Mrs J Storer	Expenses	£48.70
000358	Mrs J Storer	Clerk's use of home (Apr – Jun 18)	£180.95
000359	Cllr Allen	Mileage and shredding of personal data	£12.50

s/o	DCC	Pension for June	£89.97
s/o	DCC	Pension for July	£86.58
s/o	DCC	Pension for August	£86.58
s/o	DCC	Pension for September	£86.58
s/o	HMRC	May deductions	£3.00
s/o	HMRC	June deductions	£0.80
	HMRC	July deductions	£0.20
	HMRC	August deductions	£0.40

d/d	British Gas	Electricity at Village Hall	£58.34
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##### Money Received

500146	Hall Hire	£182.00
500147	Hall Hire	£39.00

500148	Hall Hire	£39.00
BACS	Second half of the precept for 2018/19	£4266.50

- b) To consider requests made under S137  
None received.
- c) To receive the actual to budget report for the period ending 30<sup>th</sup> June 2018  
The actual to budget report for the period ending 30<sup>th</sup> June 2018 was previously circulated to all Cllrs.  
RESOLVED to accept the report without comment or change.
- d) To consider the banking provisions for the Parish Council  
TSB is the current banker for the Parish Council, the Clerk recommended to the Parish Council that the banking arrangements are changed to Lloyds. The reasons cited were:-
- having regard to the difficulties with TSB and the associated lack of confidence in their systems
  - that only a chequebook is available, internet banking cannot be accessed for this account
  - the nearest branch is in Derby City centre and is not readily accessible
  - Lloyds offer more flexibility, transparency, scrutiny and local availability than the TSB does
- Cllrs considered the reasons to change the bank.  
RESOLVED unanimously to move banks from the TSB to Lloyds.  
Further details about internet banking arrangements are required before a decision about internet banking is made.

#### 18/482 COMMUNICATION WITH PARISHIONERS

- a) Parish Council website  
The Clerk recommended that the website contractor is changed as the updates for the website are slow to be posted on the website and there are concerns about GDPR compliance.  
RESOLVED to change the website contractor  
Cllr Bottomley will provide the Clerk with the contact details of a reputable website contractor; the Clerk will obtain a quote.
- b) Surgery Advert  
The Cllrs surgery will be held on 26<sup>th</sup> July between 7pm to 8.30pm. This will be an open session to gain ideas about the Five Year Plan for the Parish, to see the map and to meet Cllrs.

#### 18/483 ITEMS FOR INFORMATION

- a) To receive reports on meetings attended  
No reports were received. Cllrs were unable to attend the Safer Neighbourhood and Area Forum on 6<sup>th</sup> June but will endeavor to attend the next meeting in October 2018.
- b) To advise on Forthcoming meetings/Training sessions  
None are known.

RESOLVED: That in view of the confidential nature of the business about to be transacted (in respect of the confidential nature of commercial quotes to be considered) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

#### 18/484 TO CONSIDERATION OF QUOTES RECEIVED FOR NEW KITCHEN AT THE VILLAGE HALL

The quote from the same contractor who carried out the work on the new ramp and disabled toilet, was

received.

RESOLVED to accept the quote. The contractor will be invited to attend the open meeting on 26<sup>th</sup> July

The meeting returned to the non exempt section of the meeting.

18/485 ITEMS FOR THE NEXT MEETING

- GDPR

18/486 DATE OF NEXT MEETING

The next Ordinary Parish Council meeting will be held on  
 20<sup>th</sup> September 2018, 1st November 2018, 6<sup>th</sup> December 2018

All meetings will be held at 7.00pm in the Village Hall, Burnaston.

There being no further business, the meeting closed at 8:43pm.

Signed.....

Date.....