

**BURNASTON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING**  
**HELD ON THURSDAY 25<sup>th</sup> JANUARY 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 D Muller (to 7:20pm), Mrs T Paonessa (to 9:04pm)

**PART 1 NON –EXEMPT INFORMATION**

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

**18/375 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Mead (holiday), Cllr Brown, Cllr Ford.

**18/376 VARIATION OF ORDER OF BUSINESS**

There was no variation to the order of the business

**18/377 MEMBERS TO DECLARE AN INTEREST.**

No declarations were made.

**18/378 TO GRANT ANY DISPENSATIONS**

No dispensations were required.

**18/379 PUBLIC SPEAKING (As per Standing Orders 3e, f, g, h)**

a) Public

No members of the public were present.

b) County Council and District Council reports

Cllr Muller informed the meeting that SDDC has a new leader; Cllr Bob Wheeler has stepped down as leader and has been succeeded by Cllr Hilary Coyle. Subsequently changes have been made in the Committee memberships and these were explained.

The refuse collection in Burnaston has been exceptionally good recently but other wards in the district have experienced difficulties, including flytipping. Some funds are now available in the district to improve the street scene.

The bin in the layby on the A516 does not have sufficient capacity to hold the rubbish and the Clean Team regularly attends and clears the site.

The Area Forum and Safer Neighbourhood Meetings are poorly attended and the future of the meetings is under review. Any feedback as to how the format of the meetings could be improved are to be provided to Cllr Brown.

No further update is available regarding the proposed Railhead application at Egginton/Etwall. Cllr Muller provided an update on the progress of the improvements at John Port School.

7:20pm Cllr Muller left the meeting.

c) Police reports

No reports were presented by the police.

**18/380 TO APPROVE THE ORDINARY MINUTES OF THE MEETING HELD ON 30<sup>th</sup> NOVEMBER 2017 (COPY ALREADY CIRCULATED).**

RESOLVED: the minutes of the Ordinary Meeting, held 30.11.17 as previously circulated, were read, accepted and signed as a correct record by the Chairman.

17/381 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.

18/382 CO-OPTION OF PARISH COUNCILLOR

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

Mrs Tara Paonessa has expressed an interested in becoming a co-opted Parish Cllr, her application was previously circulated to all Cllrs and considered at the meeting.

RESOLVED unanimously to co-opt Mrs Paonessa as a Parish Cllr.

b) New Cllr to take and sign the Declaration of Office and Register of Interest.

Mrs Paonessa signed the Declaration of Office. The Register of Interest will be completed within the legal time frame and sent to SDDC.

The Chair welcomed Cllr Paonessa to the Parish Council and Cllr Paonessa took a seat at the table.

18/383 CHAIR'S ANNOUNCEMENTS ON FUNCTIONS ATTENDED

The Chair reported that she and Cllr Potter attended the 25<sup>th</sup> Anniversary of Toyota at its factory in Burnaston on 15<sup>th</sup> December. It was a very enjoyable event and both have been invited back to view the apprenticeship academy. Both confirmed that there was no Declaration to make regarding any gifts or benefits received.

18/384 TO RECEIVE THE CLERK'S REPORT

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

18/385 TO CONSIDER AND MAKE RECOMMENDATIONS REGARDING GDPR

The Clerk's circulated report contained an update on the progress and of actions required including the outcome of the meeting held on 20<sup>th</sup> December 2017.

The mapping of data has taken place and the templates of the various policies are awaited from DALC.

The Clerk explained that a Data Protection Officer (DPO) is a legal requirement of Parish Councils; various firms has offered to undertake the role of DPO with quotes being in the region of £2000p.a; the Chief Officer of DALC is considering undertaking the required training so that she can become the DPO for Derbyshire Parish Councils; this will be for a fee in the region of £300 p.a.

RESOLVED: to appoint the Chief Officer of DALC as the DPO is this option is available.

The Clerk sought assistance with the preparations for GDPR and the Data Protection Act 2018.

RESOLVED: Cllrs Allen and Potter will help with the data collection and Cllr Bottomley will assist with the drafting of the templates.

18/386 NEW HOUSE FARM DEVELOPMENT UPDATE

The second application for 1,100 houses at the site has been passed by SDDC. The Parish Council continued to have and to express concerns about the lack of infrastructure at and around the new development. No one from the Parish Council was able to attend the last Developer's Liaison meeting; no actions could be taken.

18/387 MICKLEOVER COUNTRY PARK MATTERS

A resident of MCP had submitted a request for the gritting of the estate; the Clerk had explained why this was not possible.

RESOLVED to move the gritbin on Sandpiper Lane to be near to the noticeboard at the roundabout on Merlin Way. (Min 17/302).

At the next meeting consideration will be given to installing a litter bin at the same location.

18/388 VILLAGE HALL

Occupational Health visited the Hall on 28<sup>th</sup> December 2017 and held a meeting with Cllrs Allen and Potter. The main priority areas were identified as access to the Hall and to the toilet area. A specification of works is known and will be provided to the potential contractors to provide quotations for the next meeting.

The list of approved contractors as identified by Occupational Health have been provided to the Clerk; a meeting with three suppliers will be arranged by the Clerk.

18/389 BURNASTON VILLAGE MATTERS

A resident has suggested to the Chair that the Parish Council considers purchasing land in Burnaston village to construct a children's play area. This item was brought by the Chair to the meeting.

The availability of the land was the first area of concern; no area was readily identifiable within the village. The cost of purchasing land was speculatively considered, and the meeting was made aware of the cost of play equipment, as the Clerk has placed orders for other Parish Councils' play equipment and is aware of the costs involved.

RESOLVED that the cost of acquiring the land, of converting it and then of purchasing the play equipment was considered to be disproportionate to the use which it would receive; therefore no further action will be taken on this matter.

18/390 TO RECEIVE REPORTS ON THE PUBLIC FOOTPATHS IN THE PARISH AND TO DECIDE UPON ACTIONS TO BE TAKEN

A fallen tree is blocking the access of the public footpath between Mickleover and Burnaston. Cllr Paonessa agreed to provide the Clerk with further details so that the matter can be reported to the Rights of Way Officer at DCC.

The stump at the top of the steps near to Robyn Hill is still in situ.

RESOLVED to ask the public footpaths maintenance contractor to remove the stump when he undertakes his routine maintenance of the footpaths.

The stile at the bottom of the steps near Danecastre is broken.

RESOLVED the Clerk will report this to the Rights of Way Officer at DCC.

18/391 COMMEMORATION AND CELEBRATION OF THE END OF WORLD WAR 1

As per Min 17/332, the Clerk has posted notices seeking ideas and volunteers for organised events and projects for commemorating the end of WW1; to date no responses have been received.

The Parish Council agreed that it would continue to attend and support the Remembrance Service at Etwall but focus is to be upon establishing a Remembrance Service for Burnaston. (Min 17/365)

The Clerk's attempts to obtain a quote for the additional inscription on the memorial plaque have to date been fruitless, she will continue to chase the stone mason for the costs and implications of adding the additional name to the plaque.

The practicalities of the Remembrance Service were discussed; the road closure and diversion route were considered and difficulties in establishing a viable diversion were discussed. The matter will be brought to the next meeting for a decision.

9:04 Cllr Paonessa left the meeting due to illness.

18/392 TO DECIDE UPON THE DESIGN OF THE NEW NOTICEBOARD AND UPDATE ON THE VILLAGE MAP (MN 17/328d)

The agreed size for the noticeboard is to be A0. Cllr Potter has met twice with the printer and is to have a further meeting early next week to finalise the artwork.

18/393 TO CONSIDER CONSULTATIONS

None received.

18/394 RISK ASSESSMENTS

The Clerk had no suggested changes to make to the risk assessments or to the Risk Register.

18/395 PLANNING

Planning applications

9 2017 1243 - the erection of an extension incorporating a garage conversion at 20 Wren Way  
NO OBJECTIONS

9 2017 1286 - the crown reduction and crown thinning of lime tree covered by SDDC TPO 132 at  
24 Merlin Way, Mickleover County Park  
NO OBJECTIONS

9 2017 1271 - the erection of a detached double garage at Elm Dene, Main Street, Burnaston  
NO OBJECTIONS  
Cllr Allen declared a prejudicial interest in this application as it is submitted by a neighbour

9 2017 01281 - the erection of extensions at 277 Rykneld Road, Findern  
NO OBJECTIONS

9 2017 1354 – The erection of extensions at 5 Sanderling Heath, Mickleover Country Park  
NO OBJECTIONS

9 2017 1334 - the erection of extensions at 3 Brambling Crescent, Mickleover Country Park  
NO OBJECTIONS

18/396 CORRESPONDENCE

1. DALC – Various papers
  2. Resident of MCP – requesting that the grit lorries extend their route to around MCP  
*This request has been forwarded to County Cllr Ford, but the estate is not on the gritting route and will not be as the roads are not primary or secondary roads.*
  3. Clerks & Councils Direct – January 2018
  4. DCC – Notification of changes to mobile library route and times
- All items of correspondence were noted.

18/397 FINANCE

a) Finance – accounts for payment

The following accounts were passed for payment  
*Cheques raised since last meeting*  
None

*Cheques for approval*

000322	Mrs J Storer	Expenses	£45.04
000323	Mr E Smith	Gardening at Village Hall (Dec - Jan incl)	£84.00
000324	Miss K Shuttlewood	Lengthsman fee (Dec - Jan incl)	£34.00
000325	RAD	Fire safety training for the Clerk	£30.00
000326	City Fire Extinguisher Service	– Annual fire checks	£28.80
000327	F J Gane Ltd	Annual service of boiler	£138.00

*Reissue cheques*

000328	Mr McCulloch - Minor Maintenance for August 2017	£100.00
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*Cheque 0307 sent to the old address and was not forwarded. The cheque as not been cashed*

000329	Etwall Age Concern - Donation		£150.00
	<i>Cheque 0309 was cut in half on opening the envelope568</i>		
s/o	DCC	Pension for Dec	£84.87
s/o	DCC	Pension for Jan	£84.87
s/o	Mrs J Storer	Dec salary	£xxx
s/o	Mrs J Storer	Jan salary	£xxx
s/o	HMRC	Nov deductions	£3.00
s/o	HMRC	Dec deductions	£2.80

Money Received

500138	WI	Hall hire	£30.00
500139	Resident	Hall Hire	£20.00
500140	WI	Hall Hire	£90.00

b) To consider requests made under S137

None received.

c) To consider the Village Hall during charges and policies

RESOLVED the review and re-issue of the policies relating to the Village Hall hire will be deferred to a future meeting to ensure that they comply with GDPR.

The Clerk had made a recommendation to the Parish Council regarding the proposed new hourly rate to rent the Hall. Parish Cllrs agreed that significant costs relating to the Village Hall are to be incurred during the next five years, these include internal and external redecoration, refit of the kitchen, the new access and toilets and possibly repairs to the windows. Whilst it was accepted that the Village Hall fees should theoretically cover the costs of the hall, this would not incur as the Village Hall was never and never will be, booked to its full capacity.

RESOLVED to increase the hourly fee from £5.00 to £6.50, with effect from 1<sup>st</sup> April 2018. The Clerk will advise users of the Hall of the increase in the fee and of the reasons for the decision.

d) To consider the 2018/19 budget

The Clerk has circulated the 2018/19 budget prior to the meeting; this incorporated the amendments agreed at the November 2017 Parish Council meeting. The budget for the next financial year is a deficient budget, with the Parish Council agreeing that as the level of reserves are high, reserves will be used to fund the changes to the access to the Village Hall and to the toilet facilities.

RESOLVED to accept the deficient budget as circulated.

e) To consider the setting of a Five Year Plan.

The future expenditure for the maintenance of the Hall had been identified earlier. The Parish Council had previously expressed aspirations for a Memorial Garden but no further plans have been identified.

RESOLVED to include the item on the agenda for the next meeting, allowing Cllrs time to think of proposals and projects for the village and for MSP.

f) To set the Precept for 2018/19

The Parish Council had accepted the budget for 2018/19.

RESOLVED to set the precept for 2018/19 at £8533.00.

The Clerk explained that she had attended a webinar on 23<sup>rd</sup> January 2018 with the new external auditors, PKF Littlejohn LLP. There are some minor changes to the audit process and these were explained. The major change is that qualifying Parish Councils meeting statutory conditions can

be exempt from an audit. This decision is for the Parish Council to make but cannot be made until after the year end.

18/398 ITEMS FOR INFORMATION

- a) To receive reports on meetings attended  
No reports were received.
  
- b) To advise on Forthcoming meetings/Training sessions  
None known, but courses relating to new Cllr Induction will be circulated to Cllr Mead and Cllr Paonessa when known.

18/399 ITEMS FOR THE NEXT MEETING

- GDPR
- Litterbins at MCP
- Consideration of a five year plan
- Co-option of a Parish Cllr
- Commemoration of the 100<sup>th</sup> anniversary of World War 1
- Village Hall Policies

18/400 DATE OF NEXT MEETING

The next Ordinary Parish Council meeting will be held on  
15<sup>th</sup> March 2018,                   An additional meeting maybe called in April  
24<sup>th</sup> May 2018                   26<sup>th</sup> July 2018,                   27<sup>th</sup> September 2018,  
29<sup>th</sup> November 2018

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

There being no further business, the meeting closed at 9:44 pm.

Signed.....

Date.....