

BURNASTON PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON THURSDAY 30th NOVEMBER 2017
IN THE VILLAGE HALL, BURNASTON AT 7.00PM

PRESENT: Cllr O Bottomley (Chair), Cllr G Allen, Cllr I Potter, D Mead
In Attendance: Mrs J Storer (Clerk), Cllr D Muller (to 7:23pm)

PART 1 NON –EXEMPT INFORMATION

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

17/341 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Brown, Cllr Ford.

17/342 VARIATION OF ORDER OF BUSINESS

There was no variation to the order of the business

17/343 MEMBERS TO DECLARE AN INTEREST.

No declarations were made.

17/344 TO GRANT ANY DISPENSATIONS

No dispensations were required.

17/345 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 reported that a full planning application is to be received for 21 houses within the Farm sections of New House Farm.

Travellers were on Green Lane and have now moved on. The Clean Team have cleared the area. Whilst they were in the village, the vehicles were parked on the highway and blocked the Toyota emergency exit, Cllr Muller agreed to make enquiries as to whether the police or the Highways Dept have the powers to move on the travellers should there be further incidents of blocking the highways and/or emergency exit.

Complaints have been received by SDDC about the waste collection calendar; which was late in being distributed and was incorrect. New ways are being considered by SDDC about grass cutting and attending to the street scene to make more efficient use of assets and to work out routes to cope with the increase in house building in the area.

Rumours continue about the Railhead application, but no details or information is available.

The fire on Sutton Lane was discussed and the situation as to why the fire is being allowed to die naturally were explained.

Cllr Muller was informed that there have been further incidents at the roundabout on the A516.

The rumble strips are considered to be insufficient; comments, complaints and suggestions were made about the design, signage and lighting.

7:23pm Cllr Muller left the meeting.

c) Police reports

No reports were presented by the police.

- 17/346 TO APPROVE THE ORDINARY MINUTES OF THE MEETING HELD ON 28th SEPTEMBER 2017 (COPY ALREADY CIRCULATED).
RESOLVED: the minutes of the Ordinary Meeting, held 28.09.17 as previously circulated, were read, accepted and signed as a correct record by the Chairman.
- 17/347 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.
- 17/348 CO-OPTION OF PARISH COUNCILLOR
a) to consider the application to be a co-opted Cllr
Ms Tara Paonessa has expressed an interested in becoming a co-opted Parish Cllr, her application was previously circulated to all Cllrs. Ms Paonessa was unable to attend the meeting and consideration of her co-option as a Parish Cllr was deferred to the next meeting.
- 17/349 CHAIR'S ANNOUNCEMENTS ON FUNCTIONS ATTENDED
The Chair reported on the First Remembrance Service held on 11th November; this was very well supported. A bugler was in attendance and the Parish Council was delighted with the attendance and feedback; the service was very much appreciated and was a good social event.
The Chair will also attend the 25th Anniversary celebrations at Toyota on 15th December.
- 17/350 TO RECEIVE THE CLERK'S REPORT
The report as previously circulated was accepted with no comments or amendments.
The Clerk reported that an order had been placed for a defibrillator and housing unit as per Min 17/306 and Min 17/327, and since then an application has been submitted to Toyota for grant funding (maximum £500). Payment has not been made for the order and the items remain on hold until a decision has been made by Toyota. The order has not been cancelled as this would incur a 25% restocking fee (£399).
- 17/360 TO CONSIDER AND MAKE RECOMMENDATIONS REGARDING GDPR
The Clerk's circulated report contained an update on the progress and of actions required. The Clerk reported on the meeting held with local Clerks on 23rd November and a further meeting is to take place on 20th December.
As the guidance is that data is held as required to attend to issues at the time and then is to be destroyed when the issue has been resolved, it was RESOLVED to hold an Issues Register starting on 1st January 2018 as a means of logging issues which arise; no data personal data will be kept.
- 17/361 NEW HOUSE FARM DEVELOPMENT UPDATE
The Parish Council has been asked to comment upon the proposal to name the new streets at the Development, the names proposed are surnames of the fallen in WW1 from Mickleover. The Parish Council supported the idea and asked for the names of the fallen from Burnaston to be included. Cllr Potter agreed to inform Radbourne of the consultation.
- 17/362 MICKLEOVER COUNTRY PARK MATTERS
The gritbin on Sandpiper Lane remains full and is in position. Once the bin is empty, it will be removed. Cllrs will ensure that the bin is still in situ (Min 17/302).
- 17/363 VILLAGE HALL
The Clerk has undertaken a Fire Risk Assessment on the Village Hall, using the information gathered at the course on 7th November. The assesment of the Hall is good, but changes are required to the Hall Booking Form to ensure hirers are held responsible for activities within the Hall, including Fire prevention and evacuation and any equipment that hirers use must be PAT

tested.

Improving access to the Hall - as per the last meeting and following a request for action from a user of the Hall, Cllrs discussed options available to improve access to the Hall.

RESOLVED for Cllr Allen to seek advice regarding access from Occupational Health and Cllr Bottomley will also pursue alternative sources of advice on disability access.

17/364 BURNASTON VILLAGE MATTERS INCLUDING THE VILLAGE MAP AND NOTICEBOARDS

The Clerk has previously circulated information relating to varying styles, materials and suppliers of noticeboards. One supplier can provide a lecturn style board to house the map, the exact price for this is unknown as the dimensions of the map are required, but the prices for a standard A1 size board were provided as an indication.

The draft of the map was shown to the meeting. Having regard to the local spate of burglaries, crime prevention and GDPR; amendments were suggested and photographs will be included on the map. It was agreed to display the map in the Hall for people to see and to have the opportunity if they wish, to have any reference to their property removed from the map.

A record of thanks were given to Cllr Potter for his work on the map.

17/365 TO RECEIVE REPORTS ON THE PUBLIC FOOTPATHS IN THE PARISH AND TO DECIDE UPON ACTIONS TO BE TAKEN

The stump referred to at the last meeting needs to be dug out; Cllrs agreed to look again as to possible options and the Clerk will obtain a quote from the contractor as to the cost of its removal.

17/366 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 feedback from the Remembrance Service was for a bigger event to be held next year.

RESOLVED to hold the Remembrance Service next year with a Cadet Band.

Consideration was given to the practicalities of hosting a larger event; the Clerk explained the process of a road closure.

It was raised that a name was missed off the Remembrance plaque mounted on the exterior of the Village Hall; the reasons and history for the missing name was given to the meeting. The family of the soldier has been contacted and they welcome the inclusion of his name on the plaque.

RESOLVED the Clerk will make enquiries about the costs and any additional implications of adding an additional name to the plaque.

Cllrs will consider arrangements and bring suggestions to the next meeting about ways of commemorating and celebrating the end of WW1.

17/367 TO CONSIDER CONSULTATIONS

SDDC – Names for the roads at the new development.

This Parish Council had not originally been a consultee, and was only invited to make comment after the Clerk had found out that another unrelated Parish Council had been invited to make comments. This matter was discussed earlier in the meeting.

17/368 RISK ASSESSMENTS

The Clerk had no suggested changes to make to the risk assessment. Observations relating to the fire risk assessment for the Village Hall were discussed earlier in the meeting.

17/369 PLANNING

Planning applications

9 2017 1023 - the felling and pruning of trees covered by SDDC TPO number 132 at 8 Finch Crescent, Mickleover Country Park

NO OBJECTIONS

9 2017 1060 - the erection of an extension at 1 Kingfisher Clse, Mickleover Country Park
NO OBJECTIONS

9 2017 0293 - retrospective application for the change of use of land to form domestic garden and formation of a track at Rayworth Cottage, Grassy Lane, Burnaston
NO OBJECTIONS

9 2017 1114 - the pruning of 7 lombardy poplars covered by SDDC TPO number 173 at 5 Lark Hill, Mickleover Country Park
NO OBJECTIONS

9 2017 1122 - certificate of lawfulness for proposed extension at 122 Merlin Way, Mickleover Country Park
NO OBJECTIONS

9 2017 1041 - crown lift and lateral crown reduction to oak tree covered by SDDC TPO number 119 at oak tree house 11 Hospital Lane, Mickleover
NO OBJECTIONS

9 2017 1042 - the crown lift and general reduction of an ash tree covered by SDDC TPO number 301 at 10 Hospital Lane, Mickleover
NO OBJECTIONS

9 2017 1057 - the erection of an extension at Long Croft, Staker Lane, Mickleover
NO OBJECTIONS

9 2017 0955 - installation of pipework associated with a new treatment plant at day nursery Staker Flatt Farm, Staker Lane, Mickleover
NO OBJECTIONS

9 2017 1186 - the felling of a horse chestnut tree covered by South Derbyshire District Council TPO number 132 at 30 Sandpiper Lane, Mickleover Country Park
NO OBJECTIONS

9 2017 0349 - outline application (all matters except for access to be reserved) for the residential development of up to 1,100 dwellings, an extra care facility, a local centre comprising: a small supermarket with a floorspace not exceeding 1000 sqm (net); a smaller shop retail unit with a total floorspace not exceeding 200sqm (net); a cafe/restaurant with a floorspace not exceeding 200 sqm (net); a public house with a floorspace not exceeding 650 sqm (net); 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, Mickleover
NO OBJECTIONS

2017 1189 - the erection of an extension at The Lodge, main Street, Burnaston
Cllrs Allen and Bottomley declared prejudicial interest in this application as it is a neighbor.
NO OBJECTIONS

To be considered at the Planning Committee at 28th November 2017

9 2017 0361 - 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 withdrawn application ref. 9/2016/1277 with minor amendments) at the day nursery, Staker Flatt Farm, Staker Lane, Mickleover.
This was granted at the Planning Committee meeting.

17/370 CORRESPONDENCE

1. DALC – Various papers
 2. Ashbourne Little Bus Company – New connect dial-a-bus service
 3. Clerks & Councils Direct – November 2017 edition
 4. SDDC - Summer holiday provision 2018
 5. Dr K Griffin – Providing minutes of the meeting held with Redrow
- All items of correspondence were noted.

17/371 FINANCE

a) Finance – accounts for payment

The following accounts were passed for payment
Cheques raised since last meeting

000310	Imperative Training Ltd - Defib and housing unit (Payment deferred whilst grant application is submitted)	£1596.00
--------	--	----------

Cheques for approval

000311	Mrs J Storer	Expenses	£98.36
000312	Mrs J Storer	Clerk's use of home for the PC (Oct – Dec 17)	£102.00
000313	Mr E Smith	Gardening at Village Hall (Oct – Nov incl)	£84.00
000314	Miss K Shuttlewood	Lengthsman fee (Oct – Nov incl)	£34.00
000315	Royal British Legion	Donation for 2 Wreaths	£50.00
000316	WaterPlus	Water at V Hall (31.03 – 03.11.17)	£63.45
000317	Cllr Bottomley	Mileage claim relating to Remembrance Service	£25.20
000318	Clever Computer Solutions –	Web hosting & updates Nov 16 – Oct 17	£230.40
0003	Grant Thornton	2017 Annual Return fee	£120.00
s/o	DCC	Pension for Oct	£84.87
s/o	DCC	Pension for Nov	£84.87
s/o	Mrs J Storer	Oct salary	£xxx
s/o	Mrs J Storer	Nov salary	£xxx
s/o	HMRC	Sept deductions	£3.00
s/o	HMRC	Oct deductions	£2.80
d/d	British Gas	Electricity at V Hall	
	Unity Bank	charges	£18.00

Money Received

500132	Mr & Mrs Maltby	Hire of Village Hall	£5.00
Unity Bank		Gross interest for quarter to 30.09.17	£6.29
500134	Mrs J Silvester –	hire of Village Hall	£25.00
500135	Mr & Mrs Maltby	Hire of Village Hall	£5.00
500136	Historical Society	Hall hire	£15.00
500137	Art Group		£30.00

b) To consider requests made under S137

A request for funding was received from Etwall Welfare Trust. Cllrs considered the application and the balance of funds held. The Clerk provided a verbal report from Mr Simon Burns, who is the Parish Council's representative on the Etwall Welfare Trust. This report was accepted.

RESOLVED: to make a donation of £250.00 to the Etwall Welfare Trust (*Power: S137 LGA 1972*)

c) To receive the actual to budget report to October 2017

This report was circulated prior to the meeting and discussed.

RESOLVED the report was accepted.

d) To consider the first draft of the 2018/19 budget

The first draft of the budget had been previously circulated to all Cllrs. Cllrs considered the budget and the budgetary requirements for the next financial year. Amendments were agreed and the revised budget will be brought to the next meeting. To assist with planning of activities, the Clerk recommended that a Five Year Financial Plan is drafted.

RESOLVED for a Five Year Plan to be brought to the next meeting for consideration.

e) To consider the effectiveness of the internal audit for the next financial year.

The Clerk had circulated the report and reported that the new external auditors had been appointed. There was a change in the audit fee, previously due to the level of income, this Parish Council fell within the Band which had a £100 + VAT audit fee, the new fee is likely to be in the region of £250.

RESOLVED: to appoint Mr B Wood as the internal auditor for the current financial year, 2017/8.

17/372 ITEMS FOR INFORMATION

a) To receive reports on meetings attended

- Fire Safety Training for Community Halls and Faith Buildings – 7th November
The Clerk had reported upon this training session, when discussing the Village Hall.
- Data Protection Training – 16th October with DALC
The Clerk attended the meeting and circulated a report to all Cllrs.

b) To advise on Forthcoming meetings/Training sessions

None known, but any courses relating to new Cllr Induction will be circulated to Cllr Mead.

17/373 ITEMS FOR THE NEXT MEETING

- 2018/19 Budget
- 2018/19 precept
- Consideration of a five year plan
- Co-option of a Parish Cllr

17/374 DATE OF NEXT MEETING

The next Ordinary Parish Council meeting will be held on

25 th January 2018,	15 th March 2018,	24 th May 2018
26 th July 2018,	27 th September 2018,	29 th November 2018

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

There being no further business, the meeting closed at 9:05 pm.

Signed.....

Date.....