

**BURNASTON PARISH COUNCIL  
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 6<sup>th</sup> MAY 2015  
IN THE VILLAGE HALL, BURNASTON AT 7.35PM**

PRESENT: Cllr M Holland (Chairman), Cllr S Burns, Cllr C Silvester  
In Attendance: Mrs J Storer (Clerk)

**PART 1 NON –EXEMPT INFORMATION**

- 15/01 TO RECEIVE APOLOGIES FOR ABSENCE  
No apologies were received.
- 15/02 VARIATION OF ORDER OF BUSINESS  
There was no variation in the order of business.
- 15/03 MEMBERS TO DECLARE AN INTEREST.  
No declarations were made.
- 15/04 TO GRANT ANY DISPENSATIONS  
No dispensations were required.
- 15/05 PUBLIC SPEAKING
- a) Public  
There were no members of the public present.
  - b) County Council and District Council reports  
There were no representatives from the District Council nor the County Council.
  - c) Police reports  
There were no one in attendance from the police. An email from the local PCSO about the local crime statistics for a twelve month period to December 2014, had previously been circulated by the Clerk to all Cllrs.
- 15/06 TO APPROVE THE NON- CONFIDENTIAL MINUTES OF THE MEETING HELD 11<sup>th</sup> MARCH 2015  
RESOLVED: the minutes of the meeting, held 11.03.15 as previously circulated, were read, accepted and signed as a correct record by the Chairman.
- 15/07 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.
- 15/08 CHAIRMAN’S ANNOUNCEMENTS
- a) Discussion on items raised in the public participation  
No items were raised as no members of the public were in attendance.
  - b) Chairman’s Report  
No report was provided.
- 15/09 TO RECEIVE THE CLERK’S REPORT  
The report as previously circulated was accepted with no comments or amendments.

15/10 MICKLEOVER COUNTRY PARK MATTERS

The wooden fence between the bridge and Wilson Close is in a poor state. This was reported to SDDC, but continues to await repairs.

15/11 VILLAGE HALL

Due to the lack of nominations, there will be a period when there will be no functioning Parish Council and no provision for payment of non regular invoices. As this is the case, no action has been taken regarding the repairs, a new front door or the valuation of the Hall as no guarantee can be provided as to when payment can be made to these contractors. These matters are not routine and as such will have to wait for a future Parish Council meeting.

RESOLVED the repairs to the Village Hall will be deferred until a functioning Parish Council is formed.

15/12 BURNASTON VILLAGE MATTERS

A request has been received for traffic lights to be installed at the junction of A516 and Dee Lane. The Cllrs agreed that exiting Dee Lane onto the A516 during the day is dangerous, but the suggestion of traffic lights was not a viable option.

RESOLVED whilst the Parish Cllrs did not consider the option to be feasible, it was agreed that the matter should be deferred for the new Parish Council to discuss fully and to make a decision.

15/12 TO CONSIDER CONSULTATIONS

No consultations have been received.

15/13 RISK ASSESSMENTS

No new matters have arisen that require any amendment to the Risk Assessments but the lack of nominations for the Parish Council at the recent election is a risk the Parish Council must acknowledge and make provision for (see min 15/17).

15/14 PLANNING

9 2014 1136 – Outline application for residential development of up to 300 dwellings with means of access for approval now and all matters reserved for the future approval (resubmission of application 9/2014/2049 but including the provision of a roundabout on the A516) on land at New House Farm, Etwall Road, Mickleover.

9 2015 0224 – the felling and pruning of trees covered by SDDC TPO 132 at 33 Mallard Walk, Mickleover Country Park  
NO OBJECTIONS

9 2015 0304 – Application to fell 2 scots pine, one cherry and one purple leaved plum tree covered by TPO 132 at 1 Finch Crescent, Mickleover  
NO OBJECTIONS

NOTICES OF APPEAL

Proposed Development: OUTLINE APPLICATION FOR RESIDENTIAL DEVELOPMENT OF UP TO 300 DWELLINGS WITH MEANS OF ACCESS FOR APPROVAL NOW AND ALL OTHER MATTERS RESERVED FOR FUTURE APPROVAL ON LAND AT NEW HOUSE FARM, ETWALL ROAD, MICKLEOVER, DERBY

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ROUNDBOUT ON THE A516) ON LAND AT NEW HOUSE FARM, ETWALL ROAD,  
MICKLEOVER, DERBY

15/15 CORRESPONDENCE

1. DALC – Various papers
2. SDDC – Notification of crime statistics for 12 months (2014/15)
3. Lisa Pritchard – Request to join the campaign to save school crossing patrols  
RESOLVED to support the campaign to save school patrol crossings in Derbyshire.  
Representations will be made to DCC.
4. Derbyshire Law Centre – Membership application form  
RESOLVED to join as a member of the Derbyshire Law Centre
5. Toyota – Minutes of the February 2015 Community Liaison Committee

15/16 FINANCE

a) Finance – accounts for payment

The following accounts were passed for payment

Cheques to be raised

00185	Burnaston Lawn – mowing verge	£96.00
00186	Miss K Shuttlewood – Lengthsman fee ( May & June)	£34.00
00187	Miss K Shuttlewood – Lengthsman fee (July & August)	£34.00
00188	Mrs J Storer – expenses	£108.54
BACS	HMRC – Clerk’s PAYE April 2015	£7.40
00189	Mr E Smith – Gardening at the Village Hall (April & May)	£76.00
00190	Mr E Smith – Gardening at the Village Hall (June, Jul & August)	£114.00
00191	Mrs J Storer – Use of home as the Parish Council’s office (Jan-Jun)	£317.70
00192	Mrs J Storer – Use of phone for Parish Council (Jan – Jun)	£95.94
00193	Mr B Wood – Internal audit fee for 2014/15	£69.10
0019	Aon – Parish Council & Hall annual insurance	£871.66

*Note: premium is exactly the same as last year*

s/o	Mrs J Storer – Clerk fee (April)	£322.14
s/o	DCC – Pension payment (April)	£77.39

Money Received

First half of the 2015/16 precept	£5000.00
Concurrent Function refund	£5588.00
Village Hall rent	£30.00
Village Hall rent	£60.00

b) To consider requests made under S137

No requests have been received.

c) The accounts for the year ending 31<sup>st</sup> March 2015

The internal audit was carried out by Mr B Wood on 20<sup>th</sup> April 2015. The internal audit did not raise any areas of concern or comments.

RESOLVED to accept the accounts for the year ending 31<sup>st</sup> March 2015, as circulated.

The Clerk has displayed the Audit Notice; this will be displayed for the requisite time period.

d) To complete the Audit Return for 2014/15

The Parish Council noted the comment made by Grant Thornton for 2013/14 about the high level of reserves and has gone some way to addressing this, by reducing the precept for 2015/16. The Council considered all the questions in the audit return and answered all in the affirmative. The Chairman and the RFO signed the audit return and the Clerk will forward the Audit Return to Grant Thornton.

15/17 Governance Arrangements

As there are no nominations for the role of Parish Councillor for Burnaston Parish Council, SDDC has advised that a new election will be called within 35 days following 7<sup>th</sup> May 2015; although no date has been fixed. Therefore until either Cllrs are elected or SDDC's S91 Order takes effect to assist in the running of the Parish Council, there is a period of time where there will be no means for decisions to be taken. During this time, there will be no facility for financial payments to be made, nor consideration of any S137 requests received for donations. To keep the impact of this to a minimum, it was

RESOLVED that the Parish Council authorises the Clerk to make the regular annual payments, which will ensure that the Village Hall remains open, no debts are accumulated and payments are made to contractors. The authority was granted to make payments for the following until a new Parish Council is in situ and can authorise the payments:-

- Lengthsman (Miss Shuttlewood)
- gardener (Mr Smith)
- minor maintenance contractor (Mr McCulloch)
- Fire service contract at the Village Hall (due July 2015) *last year = £99.00*
- HMRC payments
- the Clerk's salary and payments to DCC for the pension payment are made by standing orders which are to continue.

Until Parish Councillors are in post and a quorum achieved, it was RESOLVED

- Payments on account are made on the utilities for the Village Hall, for the Gas and Water at £100 each.
- To authorise the direct debit for the electricity at the village hall for a further 12 month period
- Any payments that the Clerk makes during the period without a quorum will be reported and ratified at the first legally held Parish Council meeting.

RESOLVED When a quorum is achieved, the Clerk will arrange for an internal audit to take place as a matter of priority, to provide confidence to the new Cllrs that the finances have been handled correctly during this period and that there have been no inappropriate use of the funds, nor abuse of the authority given to the Clerk during this period.

Until a new Parish Council is established, Cllr Burns will continue to be the Parish Council's representative on the Etwall Welfare Trust and Cllr Silvester will lay the Remembrance Wreath on behalf of the Parish Council.

Cllr Burns will retain a key to the Village Hall as an emergency key.

15/18 FUTURE AGENDA ITEMS

The installation of traffic lights at the junction of Dee Lane and A516

15/19 ITEMS FOR INFORMATION

No matters were raised.

15/20 DATE OF NEXT MEETING

The dates of the next Ordinary Parish Council meeting are unknown as no quorum has been achieved at the recent elections; but the Clerk will call an Annual Meeting of the Parish Council and an Ordinary Parish Council meeting, as soon as new Cllrs have been elected.

There being no further business, the Chairman closed the open meeting at 8.12pm by thanking all the retiring Cllrs for their work over their term of office and expressing a hope that representatives come forward and a new Parish Council can be formed. The Clerk was thanked by all Councillors.

Signed.....

Date.....