

BURNASTON PARISH COUNCIL
MINUTES OF THE ANNUAL & THE ORDINARY
PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14TH MAY 2014
IN THE VILLAGE HALL, BURNASTON AT 7.30PM

PRESENT: Cllr C Burns, Cllr M Holland, Cllr P Haynes
 In Attendance: Mrs J Storer (Clerk), 1 member of the Public

ANNUAL PARISH COUNCIL MEETING

1. Election of Chairman
 Cllr Holland nominated Cllr Haynes; Cllr Burns seconded the motion. There being no other nominations, Cllr Haynes was unanimously elected as Chairman of the Parish Council for the ensuing year.

2. Chairman to take and sign the Declaration of Office
 Cllr Haynes took and signed the Declaration of Office of Chairman

3. Election of Vice Chairman
 Cllr Haynes nominated Cllr Holland and Cllr Burns seconded the motion. There being no other nominations, Cllr Holland was unanimously elected as Vice Chairman of the Parish Council.

4. Vice Chairman to take and sign the Declaration of Office
 Cllr Holland took and signed the Declaration of Office of Vice Chairman.

5. Review/Completion of Register of Interests
 There were no alterations made to the Register of Interests

6. Review of the delegations arrangements to committees, sub committees, employees
 RESOLVED there was no current need for any Committees; if the need should arise the Parish Council will convene and make the necessary arrangements.

7. To consider terms of reference and nominations for committees (if any)
 None were necessary as no delegation had been made.

8. To review the Financial Regulations (Already circulated)
 The Financial Regulations as previously circulated were reviewed and no amendments were made.

9. To review the Standing Orders (already circulated)
 The Standing Orders as previously circulated were reviewed and no amendments were made.

10. Review inventory of land and assets
 The inventory had been circulated with the accounts for the year ending 31st March 2014. The inventory was agreed.

11. Appointment of Cllrs to External Bodies and arrangements for reporting back
 The following appointments were made
 Etwall Welfare Trust Cllr Burns
 Etwall Area meeting Any Councillor to attend
 SDDC & Parish Council Liaison Cllr Silvester

Police Liaison/Safer Neighbourhood	Cllr Holland
Age Concern	Cllr Haynes will discuss this with Mr K Yeomans
Finance Committee	To be agreed at budget setting
Village Hall Booking Clerk	Mrs A M Ross
Toyota CLC	Cllr Haynes
Joint Highways Forum	Any Councillor to attend
DCC & Parish Council Liaison	Any Councillor to attend

12. Review and confirmation of arrangements for insurance cover in respect of all insured risks.
The insurance policy falls due on 1st June 2014. The premium and joint cover for the Parish Council and the Village Hall was confirmed as being correct by the Clerk. The insurance cover will be renewed subject to the building cover being increased from £116,000 to £200,000.
13. Review of the Council's and/or employees' memberships of other bodies.
The Parish Council is member of only one organisation – DALC. RESOLVED to continue with the membership of DALC.
14. Reviewing the Council's complaints procedure.(Already circulated)
There being no alterations, the Complaints Procedure continues as before.
15. Establishing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
No action was taken on this matter
16. Adoption of the Council's DDA policy (Already previously circulated)
RESOLVED to adopt the DDA policy as previously circulated.
17. Adoption of the Council's H&S Policy (Already previously circulated)
RESOLVED to adopt the H&S policy as previously circulated.
18. Establishing the Council's policy for dealing with the press/media – any requirement
There is currently no policy in place, but any contact with the press/media will be made following consultation with the Clerk.
19. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
16th July 2014 17th September 2014 19th November 2014
14th January 2015 11th March 2015
All meetings will take place in the Village hall, Burnaston at 7.30pm.

ORDINARY PARISH COUNCIL MEETING
PART 1 NON –EXEMPT INFORMATION

- 14/03 TO RECEIVE APOLOGIES FOR ABSENCE
Apologies were received and accepted by Cllr Silvester and Cllr Lemmon.
- 14/04 VARIATION OF ORDER OF BUSINESS
There was no variation in the order of business.
- 14/05 MEMBERS TO DECLARE AN INTEREST.
No declarations of interest were made
- 14/05 TO GRANT ANY DISPENSATIONS
No dispensations were required.
- 14/06 PUBLIC SPEAKING
a) Public
Mrs Thornton sought and received further details about the WW1 commemoration event. The WI has agreed to provide refreshments for the event and are looking to provide a display on the life of women during WW1. Cllr Burns agreed to investigate if a link to the Historical Society is available, a link which can provide information on the Pastures Hospital during WW1. Cllr Holland will make online enquiries with the National Achieves, again on the subject of Pastures during WW1; the Council agreed to reimburse a Cllr if a fee was due to obtain any of this information.
The Clerk was requested to arrange a specific meeting in June when the topic would solely be to discuss the arrangements for the WW1 exhibition.
- Mrs Thornton raised some items relating to the Village Hall. These items were considered later in the agenda.
- 14/07 TO APPROVE THE NON- CONFIDENTIAL MINUTES OF THE MEETING HELD 19th FEBRUARY 2014
RESOLVED: the minutes of the meeting, held 19.02.14 as previously circulated, were read, accepted and signed as a correct record by the Chairman.
- 14/08 TO APPROVE THE NON- CONFIDENTIAL MINUTES OF THE MEETING HELD 8th MAY 2014
RESOLVED: the minutes of the meeting, held 8.05.14 as previously circulated, were read, accepted and signed as a correct record by the Chairman.
- 14/09 TO DETERMINE WHICH ITEMS IF ANY ON PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED.
There were no items to be taken in exclusion.
- 14/10 CHAIRMAN’S ANNOUNCEMENTS
The Chairman had no announcements to make.
- 14/11 TO RECEIVE THE CLERK’S REPORT
The report as previously circulated was accepted.

14/12 CO-OPTION OF PARISH COUNCILLORS

The Clerk reported that there had been no expressions of interest received.

RESOLVED: Given that the notices have been displayed, amended and updated since the vacancies arose (2011), no further notices will be placed in the immediate future. A period of rest will be had before the notices are redisplayed.

Cllr Holland expressed his frustrations about the lack of interest and involvement displayed by residents at MCP.

14/13 MICKLEOVER COUNTRY PARK MATTERS

Cllr Holland reported that he had met with Dianne Addlington (Director of Mickleover Social Club) and with the Games Officer from SDDC relating to the Summer Sports activities. The following sessions are booked to be held at the Social Club.

Thursday 31 st July	Morning	Play & Commonwealth
Monday 18 th August	Afternoon	Play & Extreme
Tuesday 2 nd September	Afternoon	Commonwealth & Extreme

Cllr Holland has also spoken with two Junior Schools in Mickleover who are willing to distribute leaflets about the events to their pupils.

Cllr Holland reported that there are instances of dog fouling within MCP, notably along Merlin Way and he enquired about the cost of purchasing a bin in an effort to aid the problem.

The Clerk provided some guidance on figures for the purchase of the bin and for the weekly collection. The Clerk also reported that dog fouling can be placed into a normal litterbin.

RESOLVED: for a litter bin to be ordered, and to have weekly collections of the waste.

14/14 VILLAGE HALL

The matters raised in the public section were discussed.

RESOLVED: to locate the original deed of transfer, this will then be copied and mounted in the Hall.

RESOLVED: The Clerk will purchase 2 new noticeboards for the interior of the Hall.

RESOLVED: Mrs Thornton had raised the matter of disabled access to the Hall. This matter had been discussed in length previously, and the Clerk reported that previous investigations revealed that a ramp was not feasible, as the slope would have to be on the Parish Council land, and this would make the angle of the ramp too steep. Having regard to this information, no further action can be taken on this matter; the temporary wooden ramp is still available.

RESOLVED: Mrs Thornton had earlier requested the installation of curtains or blinds within the Hall. The Clerk reminded the meeting that a decision was made at the February meeting not to have any curtains, blinds and also advised that decisions could not be revisited within 6 months. Therefore no action was taken regarding this matter.

The surface of the noticeboard, next to the Village Hall gate is too hard for notices to be attached to.

RESOLVED: To make enquiries with Brown & Earnshaw about a replacement surface for the noticeboard.

RESOLVED: for a large stacking trolley to be purchased to store the Village Hall tables.

There continues to be reports from users of the Hall that they cannot work the heating within the Hall. Cllr Burns has placed a notice providing step by step instructions, but he reported that despite the instructions, people are still misusing the heating controls, leaving the heating system

in chaos for future users.

RESOLVED: the Clerk will contact all regular users of the Hall and a training session will be held to explain how to work the heating controls.

Cllr Burns will obtain a price for a new front door to the Hall. It was agreed that there were too many keys to the Hall still in circulation, so when the new door is installed, careful control of the keys will be made by the Clerk.

14/15 BURNASTON VILLAGE MATTERS

a) Toyota matters

A sign has been propped up at the junction of Green Lane, Findern Lane and Main Street. The Clerk was requested to make enquiries with Toyota as to when the proper directional signs will be installed.

The Clerk provided the meeting with an update on the request for a new surface on the Toyota path. The Clerk reported that Toyota was unable to assist and that the matter had been reported to the Footpaths Officer (DCC) in January 2014. In mid April 2014, a reply was received, acknowledging the Clerk's request and that it was being investigated.

b) Other matters

The height of the grass at the junction of Dee Lane and A516 was considered to be excessive and a hindrance to the visibility of motorists. The Clerk reported on the frequency of the verge cuts, this being 3 cuts per year for verges which are outside the 30mph limit.

RESOLVED: the access at the junction is difficult and is being made worse due to the poor visibility caused by the height of the grass. The Council accepted the offer of a local farmer to cut the verges. The farmer has the necessary insurance cover and equipment. A maximum budget of £100 per cut was agreed. No other areas were identified as requiring additional cuts.

14/16 WORLD WAR ONE COMMEMORATIONS

Mr Roberts has circulated the proposed wording for the commemorative plaque; the wording is acceptable subject to the change of date from 1914-1919 to 1914-1918. The material for the plaque will be decided at the meeting in June.

RESOLVED: to approve a budget of £1500 (incl VAT) for the whole commemoration event.

14/17 RISK ASSESSMENTS

The risk assessments were reviewed but no matters were identified as being needed to be included or amended.

14/18 PLANNING

9 2014 0128 – The pollarding of an ash tree covered by SDDC TPO 132 at Wilson Close, Mickleover

NO OBJECTIONS if the Tree Officer is content that the work is necessary

9 2014 0162 – the felling of a cedar tree covered by SDDC TPO 132 at 6 Linnet Hill, Mickleover

NO OBJECTIONS if the Tree Officer is content that the work is necessary

92014 0165 – the felling of an oak tree covered by SDDC TPO 132 at 7 Siskin Close, Mickleover

NO OBJECTIONS if the Tree Officer is content that the work is necessary

9 2014 0309 – The pruning and felling of various trees covered by SDDC TPO 132 at 10 Linnet Hill, Micklover

NO OBJECTIONS if the Tree Officer is content that the work is necessary

9 2014 0307 – The erection of an extension and alterations at 10 Wren Way, Micklover

NO OBJECTIONS

9 2014 0325 – Amended scheme to previously approved application 9/2013/0045 – re-design of single storey rear extension at 6 Manor Farm Mews, Main Street, Burnaston

NO OBJECTIONS

9 2014 0344 – Prior notification for the erection of an extension to an existing agricultural building to store corn at The Lawns, Etwall Lane, Burnaston

OBJECTION – the proposal is outside of the village boundary and should be refused, for reasons to prevent the setting of a precedent for other developments outside of the village.

9 2014 0296 - The erection of a dwelling and car port at Park Farm, Main Street, Burnaston

NO OBJECTIONS

9 2014 0377 – The erection of an extension to the paint shop and the installation of equipment to provide a new regenerative thermal oxidiser plus associated works at Toyota Motor

Manufacturing UK Ltd, Burnaston

NO OBJECTIONS

9 2014 0249 – 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 at land at New House Farm, Etwall Road, Micklover

Cllr Holland has drafted a letter of objection to this application. This letter will be circulated to all Cllrs and if agreed, will be submitted by the Clerk.

9 2014 0414 - the felling of a horse chestnut tree and pruning of a cedar tree covered by SDDC TPO 132 at 26 Linnet Hill, Micklover

NO OBJECTIONS to the pruning work, but objections were raised to the felling of the tree, unless the Tree officer (SDDC) was in agreement that the work was necessary.

9 2014 0412 – The pruning of a horse chestnut tree covered by SDDC TPO 132 at 21 Sandpiper Lane, Micklover

NO OBJECTIONS

14/19 CORRESPONDENCE

1. DALC – Various papers
2. Toyota – Stakeholders Newsletter
3. Clerks & Councils Direct – March 2014
4. Christian Aid – Notification of House to House collection 11-17 May 2014
5. SDDC – Notification of Joint Meeting with Parish Councils and SDDC – 30th April 2014
6. DCC – Request for stone on Toyota path (made 19.01.14) is being considered
7. Mr S Hoare – Formation of a Steering Group for the Railhead application
8. Planning Inspectorate – Change of time of hearing for the Gas Pipeline
9. DCC – Request for the Toyota path to be stoned – acknowledgement of request and informing
10. Mr J Roberts- Request to convert the telephone kiosk to host book swaps.
The Parish Council considered the request, along with possible criminal and antisocial implications, plus the risk of offensive material being placed in the kiosk.

RESOLVED: to invite Mr J Roberts to the next Parish Council meeting so that he can explain the proposal fully and address the concerns of the Parish Council.

11. SDDC – Annual Civic Meeting 29th May 2014

14/20 FINANCE

a) Finance – accounts for payment

cheques written since last meeting

000128	P Haynes – new clock for VH	£12.00
000129	SDDC – Git bins refilled	£144.00
000130	British Gas – Gas at VH	£78.43

Cheques to be raised

000131	Miss K Shuttlewood – Lengthsman fee (Feb, March, April)	£51.00
	HMRC – Clerk’s PAYE (April onwards)	£nil
000132	DALC subscription 2014/2015	£300.66
000133	Mr E Smith – Gardening at V Hall (March- June)	£140.00
000134	SDDC – Refilling of grit bins	£144.00
	SDDC – NNDR for V Hall 2014/15	£nil
000135	B Wood – Internal Audit fee	£70.30
000136	Mrs J Storer – expenses	£69.69
000137	Miss J Austin – V Hall caretaking	£56.53
000138	SDDC – Water at V Hall	£29.34
000139	Aon Ltd – Insurance 01.06.14 – 31.05.15	£871.66

Money Received

SDDC – first half of the Precept	£6306.50
SDDC – Grant	£148.50
DCC – Minor Maintenance Grant 2013/14	£315.00
HMRC – VAT for 13/14	£904.95
Hall Hire	£225.00

b) To consider requests made under S137

None received

c) Accounts for the year ending 31st March 2014

The accounts for the year ending 31st March 2014 were audited by Mr B Wood on Good Friday and they are in good order and no areas of concern were raised.

d) Banking

In the Clerk’s report, was an item about the current banking arrangements for the Parish Council, along with a recommendation to change banks.

RESOLVED: the Clerk was requested to obtain information on interest rates available; the matter of best rates available together with the banking arrangements will be considered at the next meeting.

- d) The Annual Audit Return was presented to Council and approved.
The Clerk and Chairman will sign the Audit Return.

14/21 FUTURE AGENDA ITEMS

Telephone kiosk
WWI commemoration

14/22 ITEMS FOR INFORMATION

- a) Meetings attended
No meetings have been attended

- b) Forthcoming meetings/Training sessions
Safer Neighbourhood & Area meeting – 4th June
SDDC – Flood Liaison meeting – 26th June 2014

14/23 CONFIDENTIAL ITEMS

No items of a confidential nature were raised.

14/24 DATE OF NEXT MEETINGS

The dates of the next Ordinary Parish Council meeting will be held on 16th July 2014 at the Village Hall, Burnaston at 7.30pm.

There being no further business, the Chairman closed the open meeting at 9.53pm

Signed.....

Date.....