

01.06.2016

You are summoned to attend the exempt part of the Monthly Meeting of Findern Parish Council to be held at 6.15pm on Thursday 9th June 2016 at The Findern Parish Rooms

Yours sincerely

CMOrme

Mrs Clare Orme
Clerk to Findern Parish Council

AGENDA

- 1. To receive apologies for absence**
- 2. Variation of the Order of Business**
- 3. Declaration of Members Interests.**
- 4. Public Speaking – (10 Minutes)**
 - a) At the start of the meeting a period of not more than ten minutes will be made available for members of the public and members of the Council to comment on any matter already on the agenda. Where a member indicates they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comments were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).
 - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
 - c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 5. To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.**
- 6. Internet Banking – Previously reported under minute number 1945/16, 1957/16, 2008/16**
- 7. Update on the purchase of Stanhope Hole and Stanhope Wood – Previously reported under minute number 1416/15, 1638/15, 1655/15, 1683/15, 1699/15, 1716/15, 1747/15, 1765/15, 1782/15, 1782/15, 1785/15, 1909/16, 1946/16, 1958/16, 2009/16**
- 8. Voluntary Awards – Previously reported under minute number 1782/15, 1782,15, 1785/15, 1910/16, 1947/16, 1959/16,2010/16**
- 9. Date of the next Parish Council Meeting to be confirmed**

The next meeting of Findern Parish Council to be confirmed as 14th July 2016 at the Findern Parish Rooms commencing at 6.15pm for the exempt part of the Monthly Meeting.

Findern Parish Council
Clerk: Mrs Clare Orme
Findern Parish Rooms, Lower Green, Findern, Derbyshire. DE65 6AD
Tel: 0771 9599132

01.06.2016

You are summoned to attend the Monthly Meeting of Findern Parish Council to be held at 7pm on Thursday 9th June 2016 at The Findern Parish Rooms

Yours sincerely

CMOrme

Mrs Clare Orme
Clerk to Findern Parish Council

AGENDA

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- f) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 5. To confirm the Minutes of the Monthly Findern Parish Council Meetings held on 12th May 2016.**
 - 6. Findern Parish Room Management**
 - a) Future of the Findern Parish Rooms
 - 7. Chairman's report**
 - 8. Report of the Parish Clerk**
 - a) Village Pump – Previously reported under minute number 1621/15, 1638/15, 1655/15, 1683/15, 1699/15, 1716/15, 1739/15, 1757/15, 1774/15, 1894/15, 1921/16, 1937/16, 1970/16, 1995/16, 2025/16
 - b) Maypole – Previously reported under minute number 1739/15, 1757/15, 1774/15, 1894/15, 1921/16, 1937/16, 1970/16, 1995/16, 2025/16
 - c) Plaque for the Hornbeam Tree– Previously reported under minute number 1757/15, 1774/15, 1894/15, 1921/16, 1937/16, 1970/16, 1995/16, 2025/16
 - d) Replacement posts on the Village Green – Previously reported under minute number 1921/16, 1937/16, 1970/16, 2025/16
 - e) Summer Picnic with music – Previously reported under minute number 1937/16, 1970/16, 1995/16, 2025/16
 - f) Promotion of roll of Parish Council – Previously reported under minute number 1937/16, 1970/16, 1995/16, 2025/16
 - g) Proposal to purchase and install a small slide on the King George Playing Field – Previously reported under minute number 1970/16, 1995/16, 2025/16
 - h) Parish Council Website - Previously reported under minute number 1970/16, 1995/16, 2025/16
 - i) Visit to Findern Primary School - Previously reported under minute number 1970/16, 1995/16, 2025/16
 - j) Extra bench for the King George V Playing Field – Previously reported under minute number 2025/16**
 - k) Ring Fenced Safer Neighbourhoods money and repairs to the School car Park.**
 - l) Temporary Road Closure – Findern Village Fete – 25.06.2016**

- m) Temporary Road Closure – Findern Village event 10.09.2016
- n) Highways England Lane – Plot 2 and 4 Common Piece Lane

9. Risk Assessments

Risk Assessment - General

- a) Wooden Bench by the bus stop Village Green to be repaired/replaced
- b) Trees on the Village Green – **Clerk chased Martin Buckley at SDDC for the permission to complete the work**
- c) Rotten Posts on the Village Green – **This item is already in hand and the bollards will be replaced shortly**
- d) Signage to be replaced on the electricity box on the Village Green clearly highlight this key hazard for **users of the facility**
- e) **All posts on the Village Green to be linked together to prevent persons running out into the road – This item is in hand and will be completed shortly**
- f) De-grass and weed kill the grassy bits on the path – **Path to be top soiled and reseeded**
- g) New signage with emergency contact details to be installed at the King George Playing Field at each entrance
- h) The pitch to be filled and rolled at the King George Playing Field – **The Clerk to ask Aucuba to give a price for this work to be completed**
- i) The area in front of Bob Cleggs bench on the King George Playing Field to be filled in – **The Clerk to ask Aucuba to give a price for this work to be completed.**
- j) A Tree report to be completed on the trees on the King George Playing Field – **The Clerk to ask Martin Buckley at SDDC to complete the report.**
- k) Parked lorry at the entrance to the King George Playing Field causing an obstruction for our maintenance vehicles and any emergency services that may be called to the site.
- l) Bench on the King George Playing Field to be repaired or replaced
- m) Play equipment requiring soft tarmac matting around the bottom for the children's safety

Fire Risk Assessment for the Findern Parish Rooms

- a) Council to commission Asbestos Survey for this building to comply with legislation.
- b) Process to be put in place so that venue hirers are aware of their responsibilities in an emergency if no clerk or other on site
- c) Council to provide information to hire groups' reference emergency procedures. All groups to confirm understanding by signature
- d) Council to get the buildings electricity distribution board certified by a competent person as this has not been done for some time and is required by law every 5 years
- e) Council to apply green man emergency exit signage to inside of front door downstairs to denote it as a fire exit
- f) Council to consider an alternative exit from upstairs as currently only one. A throw out ladder fixed to the wall would suffice
- g) Council to instigate regular documented checks (weekly) of emergency lighting & fire extinguishers
- h) Council to purchase a means of raising the alarm should a fire be detected – A hand bell would suffice
- i) Council to consider training Booking Clerk, Caretaker & others who work from the building in Fire Extinguisher use
- j) Council to discharge its duties under relevant legislation by undertaking & recording an annual fire evacuation

10. Planning Matters for Decision

There is nothing to report.

11. Reports from Councillor's that have attended any other Meetings.

- a) Toyota Community Liaison Committee
- b) Village Hall
- c) Findern Footpaths Group Meeting
- d) Other meetings attended
- e) Notification of forthcoming meetings

12. Finance

- a) Items for payment

CHEQUE NO	PAYEE	DESCRIPTION	AMOUNT
002595	Sure 24 Ltd	Wildlife Cameras x 2	283.20
002596	SLCC	Subscription	113.00
0025967	Zurich Municipal	Insurance	1,400.17
002598	Devmac Trading Ltd	Website	107.82
002599	Signs Express	Plaque for Hornbeam Tree	86.40
002600	House Services Ltd	Repairs to fire exit	220.00
002601	M Goodall	Plants for planters and items for Fete	310.26
002602	S Brook	Balloons & Helium Gas for Fete	55.57
002603 to 002607	Salaries, Tax, NICs and Expenses		£1,120.54

13. Items for discussion

There is nothing to report.

14. Items for Information

- a) SDDC – Press release – Photograph Opportunity 9.30am Thursday April 28.04.2016 at The Green Bank Leisure Centre, Swadlincote – SDDC Chair Neil Atkin will officially open the Swadlincote Job and Skills Fair 2016
- b) SDDC – Press release – Photograph Opportunity 10.45am on The Delph, Swadlincote, Thursday 28.04.2016 with SDDC Chairman Neil Atkin and members of History Archive, The Magic Attic, who are launching their new book. Also 11.am on The Delph, Swadlincote with members of the Box Motor Club who will be accompanied by some classic cars to promote the upcoming Swadlincote Festival of Transport.
- c) SDDC – Press release – Cycle Action Plan and Viva Women's Tour of Britain
- d) SDDC – Press release – Sponsored Walk for group's eighth anniversary
- e) Clerk and Council Direct Magazine May 2016
- f) SDDC – Press release – Outdoor Adventure at Swadlincote Woodlands
- g) TCV The Conservation Volunteers – Are looking for practical conservation projects
- h) SDDC – Press release – Biggest and best Swadlincote Festival of Transport yet
- i) Get Active in the Forest – The National Forest Walking Festival Thursday 26.05.2016 at 10.30am at Sharpe's Pottery Museum Courtyard
- j) DCC – Derbyshire and Derby Minerals Local Plan
- k) The National Forest – The National Forest Walking Festival 14th – 26th May 2016
- l) SDDC – Press release – Make sure you know how to have your say
- m) SDDC – Press release – National Forest Walking Festival 2016 is just around the corner
- n) SDDC – Press release – Private Hire Operator used unlicensed driver
- o) SDDC – Press release – Town Crier search intensifies
- p) SDDC – Press release – Global Boost to South Derbyshire's healthier communities drive
- q) SDDC – Press release – Cycling legacy plans roll into action
- r) SDDC – Press release – Veolia – Kate's Pond means pond-dipping can make a splash once more

15. Derbyshire Association of Local Councils

- a) Circular 08/2016
 - Governance and Accountability
 - Locum Clerks
 - Neighbourhood Planning Champion
 - Local Council Award Scheme
 - Section 137 and the Power of General Competence
 - Tesco Bags of Help
 - NALC launches Star Councils 2016 Awards
 - Sheepwatch UK
 - Arnold-Baker on Local Council Administration Tenth Edition – 25% discount
 - Certificate in Local Council Administration Training Sessions
 - Vacancies

16. Date of the next Parish Council Meeting to be confirmed

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