

04.07.2016

**You are summoned to attend the exempt part of the Monthly Meeting of Findern Parish Council to be held at 6.30pm on Thursday 14<sup>th</sup> July 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. 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, 2039/16**
- 7. Date of the next Parish Council Meeting to be confirmed**

***The next meeting of Findern Parish Council to be confirmed as 11.08.2016 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**

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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 9<sup>th</sup> June 2016.**
  - 6. Chairman's report**
  - 7. Clerks Report**
    - a) Newsletter for approval**
  - 8. 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

**9. Planning Matters for Decision**

- a) 9/2016/0629 - 109 DOLES LANE FINDERN DERBY DERBYSHIRE DE65 6BA - THE ERECTION OF AN EXTENSION AND ALTERATIONS TO THE ENTRANCE INCLUDING GATES AND BOUNDARY WALLS
- b) 9/2016/0592 - HOLLYBROOK WAY, PORTICO ROAD AND BOWBANK CLOSE (HIGHFIELDS FARM) LAND TO THE SOUTH AND EAST OF RYKNELD ROAD FINDERN DERBY - THE VARIATION OF CONDITION 37 OF PLANNING PERMISSION REF: 9/2015/1079 (RELATING TO THE ERECTION OF UP TO 1200 RESIDENTIAL UNITS [C3], NEW PRIMARY SCHOOL (UP TO 1.3HA), NEW COMMUNITY FACILITIES AND LOCAL CENTRE (UP TO 1HA, INCLUDING LOCAL RETAIL UNITS [A1], RESTAURANTS [A3], PUBLIC HOUSE [A4] AND HOT FOOD TAKE AWAY [A5]), ASSOCIATED INFRASTRUCTURE (INCLUDING SEWERS, DRAINAGE AND SERVICES)) IN ORDER TO VARY DELIVERY HOURS AT THE LOCAL CENTRE
- c) 9/2016/0590 - HOLLYBROOK WAY, PORTICO ROAD AND BOWBANK CLOSE (HIGHFIELDS FARM) LAND TO THE SOUTH AND EAST OF RYKNELD ROAD FINDERN DERBY - APPROVAL OF RESERVED MATTERS OF PLANNING PERMISSION REF: 9/2011/0640 FOR THE CONSTRUCTION OF NEW LOCAL CENTRE TO CONSIST OF ONE 450 SQM A1 CONVENIENCE STORE, ONE 93 SQM A1/A3 UNIT AND ONE 93 SQM A5 UNIT WITH ASSOCIATED CAR PARKING, FENCING AND PUBLIC SPACES

**10. Finance**

- a) Items for payment

<b>CHEQUE NO</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
002609	The Butler Pantry	Buffet – Awards event	£130.00
002610	J Ashford	Materials – Well Dressing	£16.28
002611	M Johnson	children’s entertainer for picnic	£70.00
002612	Bailey Engineering	Pump refurbishment	£580.00
002613	Aucuba Landscapes	mowing the Village Green	£109.20
002614	R Brook	Banner and cards for Fete	£12.84
002615	NFU Mutual	Mower insurance	£183.15
002616	M Goodall	Trolley, watering cans and wine	£105.96
002617 to 002620	Salaries, Tax, NIC’s and Expenses		£852.63

- b) **Accounts for approval from 01.04.2016 to 30.06.2016**

**11. Items for Information**

- a) SDDC – Press release – Fresh effort to show domestic abuse the red card during Euro 2016
- b) SDDC – Press release – Feel the rhythm at Festival of Leisure spectacle
- c) SDDC – Press release – South Derbyshire Local Plan Part 1 Adopted
- d) SDDC – Press release – Eureka Park cycling spectacular to greet the world's finest
- e) SDDC – Press release – Noise guide to convey loud and clear message
- f) SDDC – Press release – Themed walks in South Derbyshire
- g) SDDC – Press release – Top Tips (of asparagus) at Swadlincote Farmers Market
- h) SDDC – Press release – Peter Rabbit is coming to South Derbyshire
- i) SDDC – Press release – Corporate Plan document spells out future success for South Derbyshire
- j) SDDC – Press release – Support group's walk a huge success
- k) SDDC – Press release – Music and fun on the agenda as Cllr Pat Murray makes it a hat trick
- l) SDDC – Press release – Guide showcases all that Swadlincote has to offer
- m) SDDC – Press release – Cycling guide special edition heralds the Aviva Women's Tour 2016
- n) Groundwork Cresswell, Ashfield and Mansfield – Newsletter
- o) SDDC – Press release – New cycling hub & guide build on legacy bid
- p) Notification from SDDC that the Local Plan Part 1 was adopted on 13.06.2016
- q) DCC – Child Sexual Exploitation "Say Something if you see Something" Campaign
- r) Get Active in the Forest – Butterfly Walk 09.07.2016 at 2pm
- s) Get Active in the Forest – Walk and Story Time Sharpe's Pottery 06.07.2016 at 10.30am
- t) Clerk & Council Direct Magazine – July 2016

## 12. Derbyshire Association of Local Councils

- a) Circular 09/2016
  - PAY SCALES 2016 2018
  - NEW FINANCIAL REGULATIONS 2016
  - TRANSPARENCY FUND FOR SMALLER AUTHORITIES
  - COMMUNITY RESILIENCE – HOW PARISHES CAN BE INVOLVED
  - COMMUNITY PAYBACK CONTACT DETAILS
  - COURSES – CEMETERIES MANAGEMENT; THE LOCAL COUNCILS AWARD SCHEME; UNDERSTANDING THE PLANNING PROCESS
  - VACANCIES
- b) Circular 10/2016
  - DALC Chief Officer
  - DALC Annual Executive Meeting and AGM
  - Call for Executive Members for the period 2016-2019
- c) Circular 11/2016
  - DALC Forthcoming training
  - Bus Service Bill
  - 'Blue Light' deal for National Parks
  - Managing performance and older workers
- d) Circular 12/2016
  - DALC ANNUAL EXECUTIVE & AGM

## 13. Date of the next Parish Council Meeting to be confirmed

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