

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

**MINUTES OF THE FINDERN PARISH COUNCIL MEETING HELD ON THURSDAY 9TH JUNE
2016 AT FINDERN PARISH ROOMS COMMENCING AT 6.15PM**

Present:

Cllr M Goodall (in the Chair)
Cllr R Brook, Cllr S Brook, Cllr B Goodall, Cllr Rose, Cllr Johnson and Cllr Smith.

AGENDA

1. **Minute Number 2033/16 - To receive apologies for absence**

Resolved: Apologies were received and accepted as follows:

- **Cllr Woodhouse due to work commitments.**

2. **Minute Number 2034/16 - Variation of the Order of Business**

There were no Variations to the Order of Business.

3. **Minute Number 2035/16 - Declaration of Members Interests.**

There were no Declarations of Members Interests.

4. **Minute Number 2036/16 - Public Speaking – (10 Minutes)**

Minute Number 2036/16/A – Public Speaking

There were no Members of the Public present at the meeting and there was nothing to report.

Minute Number 2036/16/B – Police Representatives Report

There were no Police Representatives present at the meeting and there was nothing to report.

Minute Number 2036/16/C – County Council Representatives Report

There were no County Council Representatives present at the meeting and there was nothing to report.

Minute Number 2036/16/D – District Council Representatives Report

There were no District Council Representatives present at the meeting and there was nothing to report.

5. **Minute Number 2037/16 - To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.**

Resolved: In view of the confidential nature of the business to be transacted, it was advisable in the public interest, that the press and public be temporarily excluded from the Meeting.

6. Minute Number 2038/16 - Internet Banking – Previously reported under minute number 1945/16, 1957/16, 2008/16

The Clerk reported that she had not yet sorted out the Bank Mandate but she would go to the bank prior to the next Findern Parish council meeting.

7. Minute Number 2039/16 - 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

The Clerk updated the Council on the letter that had been sent to the other side from the Parish Councils Solicitor.

8. Minute Number 2040/16 - Voluntary Awards – Previously reported under minute number 1782/15, 1782,15, 1785/15, 1910/16, 1947/16, 1959/16,2010/16

The Chair reported that the replies of attendance had started to come back in but a final count of numbers had not yet been completed.

Resolved: It was agreed that all Councillors would attend the awards ceremony if available.

9. Minute Number 2041/16 - Date of the next Parish Council Meeting to be confirmed

Resolved: The next meeting of Findern Parish Council was confirmed as 14th July 2016 at the Findern Parish Rooms commencing at 7pm.

Signed.....Dated.....

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2016 AT FINDERN PARISH ROOMS COMMENCING AT 7PM**

Present:

Cllr M Goodall (in the Chair)
Cllr R Brook, Cllr S Brook, Cllr B Goodall, Cllr Rose, Cllr Johnson and Cllr Smith.

2 members of the public were also in attendance.

AGENDA

1. Minute Number 2042/16 - To receive apologies for absence

Resolved: Apologies were received and accepted as follows:

- ***Cllr Woodhouse due to other work commitments.***

2. Minute Number 2043/16 - Variation of the Order of Business

There were no Variations to the Order of Business.

3. Minute Number 2044/16 - Declaration of Members Interests.

Resolved: Cllr Smith declared a Pecuniary Interest in item 6, item a) Future of the Findern Parish Rooms.

4. Minute Number 2045/16 - Public Speaking – (10 Minutes)

Minute Number 2045/16/A Public Speaking

Members of the Public raised the following matters:

- Wanting the Crime Reduction Money to be used to refurbishing the car park at the School due to the condition of the surface. In September the Staff car park will disappear as that is where a class room will be going.
- The Longlands Lane road sign had still not been replaced.
- The bridal path 13 sign was still leaning and had not been repaired, the resident said that they would report this matter again.
- It was reported that a resident on Hawthorne Crescent had knocked down a wall and were driving over the grass verge and pavement to park on their driveway – **The Clerk to report this matter to SDDC.**
- It was reported that residents were having problems on Brook Close in relation to the farmer's field and a trough that was very smelly and causing a fly problem.
- It was reported that parking overnight was starting to become a problem again at the car park at the back of Findern Church.
- It was reported that the footpath from Tower House to Burnaston Airfield was becoming impassable. It was agreed that this was the problem of the landowner. A footpaths group member replied that they would add this matter to the agenda for the next Footpaths Meeting.

Minute Number 2045/16/B – Police Representatives Report

There were no Police Representatives present at the meeting and there was nothing to report.

Minute Number 2045/16/C – County Council Representatives Report

Cllr Ford sent his apologies as he was at the SDDC Housing Committee Meeting, the Clerk read out his report as follows:

- Overgrown visibility splays and hedges reported to SDDC/DCC, will be cut within a week/10 days hopefully.
- Fly tipping on Bakeacre Lane also reported to Clean Team.
- Nothing to report on any further discussions regarding Pilot Fields adjacent to A38/A50 roundabout in Findern Parish.
- SDDC Local Plan Part 1 to be ratified at Council on Monday evening. All documents, lots of them, on the SDDC website.
- Local Plan Part 2 ongoing, no suitable sites showing for Findern.
- Trent/Barton contacted regarding The Villager, hopeful that company will be preparing proposals to consult with local communities to bring to Parish Council's to discuss with local stakeholders.
- Improvements in frequency COULD be up for discussion. Very early days on this so watch this space! Labour controlled DCC have launched a £2.3 million pound Community Improvement fund, don't hold your breath, 90% of funding going to "Deprived" Labour Divisions in north of county!

Minute Number 2045/16/D – District Council Representatives Report

There were no District Council Representatives present at the meeting and there was nothing to report.

5. Minute Number 2046/16 - To confirm the Minutes of the Monthly Findern Parish Council Meetings held on 12th May 2016.

Resolved: The Minutes of the Findern Parish Council Meeting held on 12.05.2016 having been circulated were approved and signed as a true record.

6. Minute Number 2047/16 - Findern Parish Room Management

- a) Future of the Findern Parish Rooms

Cllr Smith, before leaving the meeting as he had declared a Pecuniary Interest, thanked the Parish Council for what they had decided to date and said that in his opinion the Council had made a good decision.

The Chair reported that she, the Vice Chair and the Clerk had a meeting scheduled with the Tea Rooms on 16.06.2016 to try and progress this idea.

The Parish Council wanted it minuted that they were not looking at selling the Parish Rooms but they were looking at leasing it on a long term lease, to be used for something that would benefit the community.

7. Minute Number 2048/16 - Chairman's report

The Chair read out her report as follows:

Richard, Maurice, Rosemary and I had a very nice visit to Findern Primary School on 25th May to present the Queen's 90th birthday medals. The children told us about the activities they had carried out to mark her birthday. The pre-school would like us to attend next Thursday, 16th, at 9.30am to

present the medals for the children there.

A fortnight ago Wendy Hithersay and I replenished the village planters with summer bedding, so hopefully they will make a good show again this year.

8. Minute Number 2049/16 - 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

The Chair reported that the village pump has a new top on it and the handle has a bolt through it to stop it moving about, it also has a strap around it and has been painted, it will need another coat of paint and the old trough removing and the new trough installing and planting out. The Chair Reported that Cllr Woodhouse had already started to plant the area with shrubs and more would be planted shortly, everyone agreed it was looking great.

The Chair reported that the residents opposite the pump were helping to keep the plants watered around the pump.

The Chair reported that with the permission of the Clerk she had purchased a little truck for £60.00, to hold the watering cans to carry the water around the village to water the village planters.

Resolved: Findern Parish Council approved the purchase of the truck.

Resolved: Findern Parish Council agreed that if the trough could be removed complete the Parish Council could sell this. However it was thought that it may be unlikely to remove it complete as it was concreted in.

- 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

There was nothing to report.

Resolved: The Chair to contact Cllr Woodhouse re quotes for a new Maypole.

- 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

It was reported that the plaque had been ordered and would be fitted once it arrived.

- d) Replacement posts on the Village Green – Previously reported under minute number 1921/16, 1937/16, 1970/16, 2025/16

It was reported that Woodgrow had scheduled the work for July. Cllr Woodhouse had provisionally ordered the chain so that when the posts go in he could make sure they were right.

- e) Summer Picnic with music – Previously reported under minute number 1937/16, 1970/16, 1995/16, 2025/16

The Chair gave her report as follows:

- Everything was in place for the event.
- The event had been advertised on the Parish Council website and it would be advertised on the Parish council notice boards closer to the time.
- It was reported that people may attend from other areas but the Parish Council could not stop this from happening.
- The Chair asked if flyers should go in the school bags with the Head Teachers permission bearing in mind that not all children attending the school come from the village.

Resolved: Findern Parish Council agreed that leaflets should go in the school bags if the Head Teacher was happy to do this.

- f) Promotion of roll of Parish Council – Previously reported under minute number 1937/16, 1970/16, 1995/16, 2025/16

Cllr R Brook and Cllr S Brook reported that the balloons for the event had arrived along with the gas canister to blow them up on the day.

Resolved: Findern Parish Council agreed for Cllr R Brook to order a banner saying Findern Parish Council for the event.

Resolved: Findern Parish Council agreed for Cllr Johnson to ask if Findern Parish Council can borrow the gazebo for the event from Brook Close. Cllr Johnson to confirm back to the Chair.

Resolved: Findern Parish Council agreed that on the day there will be flyers to hand out, information to hand out about the Village Picnic, there will be a marble game and Councillors will be talking to people explaining what the Parish Council does.

Resolved: Findern Parish Council agreed for Cllr R Brook and Cllr S Brook to purchase some star cards to produce some visual aids for what Findern Parish Council does to stick around the gazebo.

- 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

Cllr Johnson was awaiting an installation date in July from Wickstead.

- h) Parish Council Website - Previously reported under minute number 1970/16, 1995/16, 2025/16

Cllr Rose explained that she had been wrestling with the website to try and get to grips with how to update it and how to update the calendar. She would be speaking to Devmac shortly on the issues that she was having problems with.

The Clerk said that she had updated the website with the agendas and minutes and the year-end financial information. The Clerk said that she was happy to continue to do this for the time being whilst Cllr Rose got to grips with the website.

- i) Visit to Findern Primary School - Previously reported under minute number 1970/16, 1995/16, 2025/16

The Chair reported that they had visited the School and had handed out the queens coins to the children as agreed.

- j) Extra bench for the King George V Playing Field – Previously reported under minute number 2025/16

Resolved: Findern Parish Council agreed to replace the two benches highlighted in the risk assessment and to purchase a 3 bench to be installed at the King George Playing Field.

Resolved: Cllr Johnson to obtain prices for metal benches as they will require less maintenance than wooden benches for the July 2016 Parish Council meeting.

Resolved: The Clerk to contact Aucuba to cut the Village Green on Friday 24.06.2016 the day prior to the Village Fete.

- k) Ring Fenced Safer Neighbourhoods money and repairs to the School car Park.

The Clerk reported that she had spoken to one of the committee members and had advised that under the Parish Council rules and regulations, the Parish Council could not be seen to be giving money to another local authority. She had advised that the Safer Neighbourhoods Group were required to set up a new bank account, once this was completed Findern Parish Council could then give them a cheque to refund the money less the cameras already approved and paid for from that ring-fenced fund.

Resolved; It was agreed that once the group had set up a new account, the Parish Council would refund them the money back less the cameras purchased from the ring fenced fund.

- l) Temporary Road Closure – Findern Village Fete – 25.06.2016

There was nothing further to report.

- m) Temporary Road Closure – Findern Village event 10.09.2016

There was nothing further to report.

n) Highways England Lane – Plot 2 and 4 Common Piece Lane

Resolved: Findern Parish Council agreed to extend the lease for the above plots from 1 to 2 years. Findern Parish Council accepted that Highways England would not extend the lease for longer than this.

Resolved: Findern Parish Council approved for the Clerk to sign the lease and return it to the Solicitor.

o) Approval from Cllr S Brooks to add a post to Facebook re speeding

Resolved: Findern Parish Council agreed for Cllr S Brook to post information onto Facebook to inform residents that Findern Parish Council have been working hard to resolve the speeding issue in the village but without any success.

Cllr Smith asked if there could be no parking signs installed around the Green for example on Fete Day. It was agreed that this would be down to the Fete Committee to decide and arrange.

9. Minute Number 2050/16 - 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 will 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

Resolved: It was agreed that the next meeting should be to discuss the Risk Assessments, everything else will be removed from the agenda other than for urgent matter.

Resolved: All other matter will be discussed in a separate meeting on 11.08.2016 at the Findern Parish Rooms, time to be confirmed.

Resolved: The Clerk to add the approval of the newsletter to the July 2016 agenda.

10. Minute Number 2051/16 - Planning Matters for Decision

There was nothing to report.

11. Minute Number 2052/16 - Reports from Councillor's that have attended any other Meetings.

- a) Toyota Community Liaison Committee

There was nothing to report.

- b) Village Hall

There was nothing to report.

- c) Findern Footpaths Group Meeting

Cllr B Goodall gave his report as follows:

Findern Footpaths Group Meeting held on Thursday 2nd June 2016

Due to this being a sparsely attended meeting several agenda items were deferred to the July meeting and there is therefore not a lot to report.

The 3 Marinas Charity Walk which was part of the National Forest Walking Festival took place on May 14th. The walk was led by members of the Footpaths Group and 18 members of the public attended.

Finger Post inscribed "Findern Local Services" have been installed on the canal towpath at Hicklins Bridge and the Nadee.

Forthcoming events with Findern Footpaths Group involvement are:

The Village Fete later this month

The installation of adoption signs on the canal towpath. July 16th suggested date.

A possible Big Hunt at Cardales Meadow with the Pre School.

Fun on the Green on October 28th. This may include a toasting of marshmallows on a BBQ. Findern Footpaths Group will check the insurance implications with the Clerk to Findern Parish Council.

There was nothing to report on Stanhope Wood or Stanhope Hole.

Resolved: The Clerk to contact the Insurance Company to establish if they would allow a fire hole for toasting marshmallow at Fun on the Green.

d) Other meetings attended

There was nothing to report.

e) Notification of forthcoming meetings

It was reported that the next Area Forum and Safer Neighbourhoods meeting would be held at Repton on 05.07.2016 commencing at 6.15pm

12. Minute Number 2053/16 - Finance

Resolved: Findern Parish Council approved the following payments:

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
002608	Flint Bishop Solicitors	Legal Fees	£2,218.20

13. Minute Number 2054/16 - Items for discussion

There was nothing to report.

14. Minute Number 2055/16 - Items for Information

Resolved: Findern Parish Council noted the following 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. Minute Number 2056/16 - Derbyshire Association of Local Councils

Resolved: Findern Parish Council noted the following information:

- 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. Minute Number 2057/16 - Date of the next Parish Council Meeting to be confirmed

Resolved: The next monthly meeting of Findern Parish Council was confirmed as 14th July 2016 at the Findern Parish Rooms commencing at 7pm.

Signed.....Dated.....