

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

MINUTES OF THE MONTHLY FINDERN PARISH COUNCIL MEETING HELD ON THURSDAY 9TH JULY 2015 AT FINDERN PARISH ROOMS COMMENCING AT 7PM

Present:

Cllr M Goodall (in the Chair)

Cllr R Brook, Cllr S Brook, Cllr B Goodall, Cllr M Smith, Cllr Harrison and the Booking Clerk for the Findern Parish Rooms.

There was 1 County Council Representative, 1 District Council Representative and 4 members of the public in attendance

AGENDA

PART I – NON EXEMPT INFORMATION

1. Minute Number 1707/15 - To receive apologies for absence

Apologies were received and accepted from Cllr Johnson and Cllr Williamson.

2. Minute Number 1708/15 - Co-Option of Councillors – Peter Harrison and Paul Futcher

Resolved: Mr Peter Harrison was co-opted with immediate effect.

Resolved: Cllr Harrison signed his Acceptance of Office Form in front of the Clerk.

3. Minute Number 1709/15 - Variation of the Order of Business

Resolved: Findern Parish Council agreed to vary exempt items item b) Update of the Bank Mandate to discuss at this point in the main part of the agenda.

It was reported that to date there were 2 couples on the Parish Council, the Clerk did not have an issue with all Councillors being signatures on the Parish Council bank accounts.

The Clerk explained that she had no issue with this as procedures and safeguards were in place to protect the Parish Council from any issues, for example all cheques required 2 signatures and were countersigned by her as the Clerk. Only the Clerk held or had access to the cheque books and all cheques were approved at the meetings.

Resolved: Standing Orders were suspended to allow members of the public to comment:

Members of the public in attendance at the meeting could see no issue with the proposals.

Resolved: Standing Orders were reinstated.

Resolved: Findern Parish Council agreed that all Councillors would be added to the bank mandate.

4. Minute Number 1710/15 - Declaration of Members Interests.

There were no Declarations of Members Interests.

5. Minute Number 1711/15 - Public Speaking – (10 Minutes)

Minute Number 1711/15/A – Public Speaking

Members of the public raised the following matters:

- The Parish Council were asked to consider extending Public Speaking.
- The Parish Council was asked if anyone would be attending the Area Forum on behalf of the Council as the overgrown foliage on Prism Lane was on the agenda to be discussed.- Cllr Ford replied that an order had been placed for this work to be completed.

- A resident had spoken to DCC to survey the Green with the view of the installation of a crossing, due to the increase in the traffic.
- It was reported that the bin on Turn Pike Way had still not been repaired – The Clerk replied that she would chase this matter up.
- A resident reported that they were concerned about the Oak Trees on the plan for the cemetery extension and how they should be covered by a TPO. – Cllr Ford replied that he would take this back to SDDC to see if a TPO could be added to these trees.
- It was reported that there was not really a lot that could be done about people parking overnight at the back of the Church as parking in that area was not enforceable.
- The Parish Council were asked to consider visiting the new owner of Stanhope Wood and Stanhope Hole if he had not replied to the letter sent last month by the Clerk.
- It was reported that the White Letter Hairstreak Butterfly had now been spotted at Stanhope Wood.

Minute Number 1711/15/B – Police Representatives Report

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

Minute Number 1711/15/C – District Council Representatives Report

Cllr Macpherson sent his apologies, there was nothing to report.

Minute Number 1711/15/D – County Council Representatives Report.

Cllr Ford was in attendance at the meeting and gave his report as follows:

- He had emailed the Clerk a plan of the Village Green and what areas were adopted.
- An order had been placed to cut back Prism Lane.
- Overhanging vegetation from the A50 bridge to the back of the King George playing field, the order for the works to be completed had been placed.
- He had attended a meeting with the Highways Officer and 3 locations re speeding had been looked at which were the A50 bridge, Doles Lane and Willington Lane. They were now looking at the possibility of the Speed gun checks, possibly on Doles Lane. Once this has been completed and the evidence has started to be compiled the Council could then look at a crossing and speed activated signs.
- He was aware that land was for sale on Heath Lane but as there was a lot of interest it was thought that the land would go to tender.
- The cemetery extension had been granted – Cllr Ford was asked if there was a possibility of installing water in this area. – Cllr Ford said that he would take this matter back to SDDC and ask the question.
- The Local Plan would be going back for re-examination in September 2015. Once the Local Plan is passed it will give SDDC a stronger argument to stop development in places where it is not wanted.
- There was not a live planning application yet for the ICT Suite at the School for the new pods. Several options have been discussed but nothing has yet been set in stone. They are currently looking into the temporary loan of equipment from DCC.

6. Minute Number 1712/15 - To confirm the Non-Exempt Minutes of the monthly Findern Parish Council meeting held on 11th June 2015.

Resolved: The Non-Exempt Minutes of the Findern Parish Council Meeting held on Wednesday 11th June 2015 having been circulated were approved and signed as a true record.

7. Minute Number 1713/15 - To determine which items if any from Part 1 of the Agenda should be taken with the public excluded.

There was nothing from Part 1 of the agenda to be taken with the public excluded.

8. Minute Number 1714/15 - Findern Parish Room Management

- a) Use of the Parish Rooms toilet by the Church when the Parish Rooms has a hirer – Previously reported under minute number 1683/15, 1699/15 – Clerks Report.

A meeting had taken place with members of the Church to discuss a way forward prior to the Parish Council Meeting.

Resolved: Findern Parish Council agreed with letter from one of the hirers concerned in resolving this matter as follows:

if there were to be a wedding at the Church the Parish Rooms Booking Clerk should be informed.

If another person wants to book the Parish Rooms for that day, they would be told about the wedding and the possibility of people coming over to the Parish Rooms from the Church to use the toilet.

The hirer would then be given 3 choices to choose from:

- 1) **Book another day for their hire.**
- 2) **Agree to the toilet arrangement with the Church and allow this to continue for the duration of their booking.**
- 3) **Say no to the toilet being used by the Church whilst they are hiring the Parish Rooms.**

b) Cover for the Well at the back of the Parish Rooms

Resolved: Cllr M Goodall was given delegated powers to arrange for a grill to be made and installed to the well at the back of the Parish Rooms for Health and Safety reasons.

c) Parish Room Guttering

Resolved: Cllr M Goodall was given delegated powers to arrange for the handyman to repair the guttering and install a spiral to collect the leaves in the future.

d) Purchase of new chairs for the Parish Rooms

Resolved: The Booking Clerk to purchase from Viking Direct a further 10 blue chairs. It was confirmed that upstairs at the Parish Rooms seats 40 people and we currently only have 30 chairs.

It was reported that the aim was to bring the Parish Rooms up to a good standard with everything matching where possible.

The Booking Clerk reported that work would take place next week to install a lock on the cleaning cupboard, to repair the lock on the toilet door, to fill the hole at the back of the cupboard and to put the backing back in the cupboard.

9. Minute Number 1715/15 - Chairman's report

The Chair gave her report as follows:

Thanks to everyone involved in the organisation the village had a very successful fete, despite the difficult weather conditions. Clearing in the region of £2,000.00 (there are a few more bills to come in).

Again a very professional newsletter was distributed to every house in the village. Thanks to Cllr S Brook, Cllr R Brook and Liz Froggatt for the production and to the Footpaths Group for the distribution.

Watering of the planters this end of the village has been greatly helped by the installation of the outside tap and hosepipe at the Parish Rooms.

A great deal of work has been done over the past few weeks with the help of the Footpaths Group to sort through and identify unrequired items both inside the Parish Rooms and the garages and area at the back of the Parish Rooms. This culminated in a skip last Saturday and helped by a great deal of hard work from the Payback Team. There is still work to be done with regards to the storing of the Parish Council's records.

10. Minute Number 1716/15 - Report of the Parish Clerk

a) Update on the A 50 Bus Shelter - Previously reported under minute number 1332/14, 1349/15, 1367/15, 1402/15, 1621/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report.

It had been reported in the minutes from June 2015, that the bus shelter should be installed by the end of July 2015.

b) Benches and the holes in the field on the King George Playing Field update - Previously Reported under minute number 1367/14, 1621/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report

It was reported that the benches would be repaired shortly and the holes in the playing field would be filled and levelled off.

c) Repairs to the Parish Council notice board by the Findern Parish Rooms and the replacement of the other Parish notice board's around the village update – Previously reported under minute number 1367/14, 1621/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report

Resolved: Findern Parish Council agreed to replace the other 3 notice boards as per the quote of £4,500.00 including fitting excluding VAT.

Resolved: The Clerk had already managed to obtain £150.00 discount on the fitting of a further 3 boards.

Resolved: The Clerk to try and negotiate a bigger discount if she can.

d) Village Pump – Previously reported under minute number 1621/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report

The Chair reported that she had been speaking to Martin Woodhouse. There is a conifer on the Village Hall car park which is outside their boundary. The Village Hall have now set out where their boundary is. The Village Hall have been asked if one of the conifers can be removed to allow for the continuing of the railings to make a good job. The Village Hall have already confirmed that they are happy for this work to take place. Martin Woodhouse has agreed to weed

spray the area ready for replanting in autumn 2015. There are other shrubs in that area which will be removed ready for the new planting.

- e) Purchase of a further Defibrillator for Burton Road end of Findern – Previously reported under minute number 1621/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report

The Chair reported that this matter was moving on, Wyvale Garden Centre had now received 3 quotes and discussions were underway in relation to which quote for the installation of the electricity they would be going with.

- f) Lease agreement for Stanhope Hole and Stanhope Wood – Previously reported under minute number 1416/15, 1638/15, 1655/15, 1683/15, 1699/15 – Clerks Report

Resolved: Delegated powers were given to Cllr M Goodall and Heather Hall to visit the landowner to see if an agreement can be reached.

- g) Parking in the centre of the village and keeping the access clear to the new footpath on the Village Green, also including the purchase of cones - Previously reported under minute number 1683/15, 1699/15 – Clerks Report

Resolved: Findern Parish Council agreed to purchase 5 cones from Viking Direct at £19.99 each plus VAT.

Resolved: The Booking Clerk to purchase the cones as soon as possible.

Resolved: The Clerk to contact DCC to see if anything can be done to enforce not parking over the entrance of the new path across the Village Green. The Clerk to ask if bollards can be installed.

Resolved: Standing Orders were suspended to allow a member of the public to speak.

A member of the public wanted to point out that it was not the Financial Insurance Company that were parking around the Village Green and blocking the new footpath.

Resolved: Standing Orders were reinstated.

Resolved: The Clerk to write to all businesses around the Village Green asking them if they would ask their customers not to park around the Village Green blocking the new footpath through the Green.

- h) Purchase of a replacement litter bin on the Village Green and opposite Murrays Funeral Directors – Previously reported under minute number 1699/15 – Clerks Report.

Resolved: Findern Parish Council agreed to the installation of a post mounted litter bin to be installed on the Village Green on the left hand side of the new footpath near the bus stop.

Resolved: The Clerk to establish who owns the litterbin opposite Murrays Funeral Directors as this bin needs to be replaced, the Clerk to contact SDDC.

- i) Speeding traffic through the village – Previously Reported under minute number 1699/15 – Clerks Report.

Resolved: The Clerk to speak to DCC to see if any help and support can be given.

- j) Donation requested from Findern Pre School Charity Number 1024075

Resolved: The Clerk to obtain a copy of their last Annual Accounts and check that everything is in order.

Resolved: If the accounts are in order the Clerk to raise a cheque to be signed at the September 2015 Parish Council Meeting for £1,000.00.

- k) Maintenance of the Village Green – mowing and strimming

Resolved: Findern Parish Council agreed to employ Aucuba Landscapes to maintain the Village Green at £45.00 plus VAT per 2 weeks.

Resolved: The Clerk to contact Martin Buckley the Tree Warden at SDDC to complete a tree survey of the Village Green.

- l) Parish Council website

It was reported that the website was still very clumsy and not user friendly.

It was reported that the website was difficult to maintain and that Devmac were not able to resolve problems for example the calendar.

It was reported that costings were required from Devmac to update the website, as currently we only paid for maintenance.

Resolved: Cllr R Brook, Cllr S Brook and Cllr Smith to get together and obtain costings for the next meeting.

m) Parish Council newsletter quote

Resolved: Cllr S and Cllr R Brook were given delegated powers to arrange the newsletter at the new negotiated price of £299.00 per 1,000.00 copies rather than £391.00 per 800 copies. The Parish Council were happy that the newsletter printing would take 7 working days rather than 3 to produce.

n) Cemetery extension – Request for a water supply

Resolved: Cllr Ford said that he would take this matter up on behalf of the Parish Council with SDDC.

11. Minute Number 1717/15 - Planning Matters for Decision

There was nothing to report.

12. Minute Number 1718/15 - Reports from Councillor's that have attended any other Meetings.

a) Toyota Community Liaison Committee

There was nothing to report.

b) Village Hall

The Chair read out her report as follows:

The Village Hall Committee had asked the Chair to thank the Parish Council for the chairs that we gave to them. These were 4 odd ones that did not match the blue ones and it was always the intention to remove them when the Parish Rooms was refurbished some 10 years ago, it just had not happened.

She reported that the well dressing equipment would be moved to the Parish Rooms garage on 16th July 2015.

The area around the new notice board is to be altered as at the moment it is difficult to gain access to it to put up notices.

There was no representative of the Fete Committee present, so she had asked that the following problems be passed onto them.

Residents at the back of the Green had moved their cars in front of the shops on Friday afternoon and left them there til the end of the Fete causing a loss of business to the shop. She had asked if this matter could be looked into for next year.

Also the loss of parking facility at the Wheel had caused more street parking and she had asked if the committee could look into the possibility of using Mr Hicklin's field off Lower Green for Parking in future year's, if Mr Hicklin was happy to lend his field.

The Fete Committee had stated that the trees on the Green would need to be trimmed for next year's Fete. She had said that the Parish Council was instructing a Tree Inspector to report on the trees, but they would not be trimmed just to accommodate the Fete, only if the Inspector recommended it.

c) Findern Footpaths Group Meeting

Cllr B Goodall gave his report as follows:

The question of whether the shop should be kept going or run down was raised, some of the stock is slow moving, but if the shop is to be kept going then more of the popular items need to be purchased. It was decided to keep the shop going and a stock-take of all items will be carried out for consideration at the August meeting with the proposal of which items need to be brought.

The butterfly nets and pots had gone missing and it was decided that two new nets would be purchased and the pots would be looked for. However during the subsequent clearing of the area behind the Parish Rooms the nets were found, presumably saving the Footpaths Group a few quid.

Footpath Group Members, the Chair and Clerk of the Parish Council spent the morning on 3rd July 2015 making a start on the sorting and tidying of the office and store cupboard in the Parish Rooms, this will be ongoing.

The Canal and River Trust are running summer trips for volunteers and certain members expressing an interest in going on the trip to Foxton Locks on 21st July 2015.

Derby Pride Academy had asked if the group could provide volunteering opportunities for students every Friday pm throughout the academic year. It was decided however that the group does not have sufficient members, or work, regularly available to fulfil this request.

The Ramblers Association are initiating "The Big Path Watch" which involves the surveying nationally of footpaths over 1km square grid. An app describing this can be downloaded and this will be considered further at the next meeting.

Hatton Parish Council are interested in a piece of land near the Nestle Factory which could perhaps be used as a wildflower meadow and the Footpaths Group were invited to their Parish Council Meeting to discuss the possible setting up of a similar group in Hatton.

A Health and Safety Training Session was held on 12th June 2015 at Stenson Bubble and the Footpaths Group were represented. In included sessions on rescuing people from the local canal, CPR, Risk Assessments and the use of Protective Clothing.

Despite getting a little bit of grief from a commercial stallholder, who said they should not be there, the groups stall had a reasonably successful day at the Village Fete and a donation will be made to the Fete Committee.

Mrs Preston will be bringing a group from the Primary School's Echo Class on 15th July 2015 to walk some of the wildlife sites and towpath and Footpaths will assist with this exercise.

A Teddy Bear Picnic will be held on 2nd September 2015 on the King George Playing Field and the group are asking for donations of old spare Teddy Bears. Not quite sure what this involves, it is obviously for young children, and the events group will meet to plan further. It is being hel in conjunction with the SDDC Sportsmobile visit.

It has been ascertained that the field past the stables on the Priory Way Walk belongs to Vauxhall Garage and their Mr Johnson is happy to have the old wooden gate replaced by a galvanised steel kissing gate and the Parish Council has agreed to fund this.

There is no further news on the lease for Stanhope Wood and Stanhope Hole.

Dates were arranged for weekly evening trips to keep the stiles and seats clear of nettles, brambles etc. to meet on Lower Green at 7pm, please bring secateurs, gloves and bags.

The next Footpaths Group meeting will take place on 6th August 2015 at the Findern Parish Rooms, commencing at 7pm.

d) Other meetings attended

There was nothing to report.

e) Notification of forthcoming meetings

There was nothing to report.

13. Minute Number 1719/15 - Finance

Resolved: Findern Parish Council approved the following payments:

a) Items for Payment

Cheque No	Payee	Description	Amount
002456	Viking Direct	Cleaning Equipment	£109.85
002457	DCC	Electrical Connection	£1,421.84
002458	Go Digital Printing	Newsletter	£391.00
002459	NFU Mutual	Insurance	£158.39
002460	M Goodall	supplied for planters	£43.61
002461	L Froggatt	Drainer Parish Rooms	£18.70
002462 to 002466	Salaries, Tax, NIC's and Expenses		£1,006.42
002467	Toons Nurseries Ltd	Plants for planters	£256.62

b) Accounts for approval – 01.04.2015 to 30.06.2015

Resolved: Findern Parish Council approved the accounts from 01.06.2015 to 30.06.2015.

c) Approval of section 3 of the Annual Return – External Auditors Certificate and Report 2014/2015

The Clerk reported on the External Auditors Report as follows:

On the basis of their review of the Annual Return, in their opinion the information in the Annual Return was in accordance with proper practice and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

Resolved: Findern Parish Council approved Section 3 of the Annual Return – External Auditors Certificate and Report 2014/2015.

14. Minute Number 1720/15 - Items for discussion

There was nothing to report.

15. Minute Number 1721/15 - Items for Information

Resolved: Findern Parish Council noted the following information.

- a) Clerks and Council Direct Magazine.
- b) Letter of thanks from Hilton Cancer Research for Parish Grant
- c) SDDC – Armed Forces Day – Flying the Flag
- d) DCC – Funding available for 2015-2016 Clean-up Project
- e) DCC – Funding for additional and improved Street Lighting available

16. Minute Number 1722/15 - Derbyshire Association of Local Councils

Resolved: Findern Parish Council noted the following information.

- a) DALC Circular 14/2015
- DALC Website Sign In Details
- NALC Co-option Legal Briefing Note
- Electronic Meetings' Summons
- Training Reminder
- New Transparency Code Requirements
- Big Lunch Extras
- NALC Procurement Toolkit
- Connecting Derbyshire Consultation

17. Minute Number 1723/15 - Date of the next Parish Council Meeting to be confirmed

Resolved: The next meeting of Findern Parish Council was confirmed as 10th September 2015 at the Findern Parish Rooms commencing at 7pm.

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 and were instructed to withdraw from the meeting.

All items in Exempt Information are covered under the Local Government Act 1972, schedule 12A – This legislation covers Engagement, terms of service, conduct and dismissal of employees, terms of tender and quotes, proposals and counter proposals in negotiation of contracts, preparation of cases in legal proceedings and the early stages of any dispute.

Agenda Part 2 – Exempt Information

Minute Number 1724/15 – Exempt Information

- a) Rental Contract Parish Council Land - Previously reported under minute number 1630/15, 1647/15, 1664/15, 1691/15, 1706/15 – Exempt Information

The Clerk reported that this matter was in hand with the Parish Council Solicitor.

- b) Update of the Bank Mandate

Already discussed in part one of the agenda above.

- c) Staff Appraisal System

Resolved: To be discussed at the September 2015 Parish Council Meeting.

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