

FINDERN PARISH COUNCIL

Clerk: Mrs Kate Sharpe

Findern Parish Rooms, Lower Green, Findern, Derbyshire DE65 6AS

Tel: 07444 085807

Minutes of the Annual Meeting of Findern Parish Council held via Zoom Meetings software at 7pm on 11 June 2020

Present: Councillors T Brown, M Ratcliffe, R Rose, C Smith and M Woodhouse.

Also present: Mrs K Sharpe (Clerk) and 5 members of the public.

The meeting was recorded for accuracy of minutes. The recording will be deleted once Minutes are approved at subsequent meeting.

Councillor Rose chaired the opening of the meeting.

2496/20 Election of the Chairperson for the year 2020/2021 and the completion of the Declaration of Acceptance of Office

RESOLVED that Councillor Tammy Brown be elected as Chairman to Findern Parish Council for the civic year. Councillor Brown thereupon occupied the Chair and signed the Declaration of Acceptance of Office.

2497/20 Election of the Vice Chairperson for the year 2020/2021 and the completion of the Declaration of Acceptance of Office

RESOLVED that Councillor Mike Ratcliffe be elected as Vice Chairman to Findern Parish Council for the civic year. Councillor Ratcliffe signed the Declaration of Acceptance of Office.

2498/20 Apologies for absence

None, all Councillors present.

2499/20 Declaration of members interests

None.

2500/20 Public Speaking

Members of the public:

The public present and Councillors MacPherson and Ford congratulated Councillors Tammy Brown and Mike Ratcliffe on their election to Chairman and Vice-Chairman respectively.

A resident queried why Councillors Richard and Suzi Brook were not present. They were advised the two Councillors had resigned and this would be formally announced in the Chairman's Report.

A resident raised a query on an item from the March meeting; the issue of the stiles on the public footpath from Longlands Lane to Lower Green being replaced by kissing gates to make

the footpath more accessible for the less able. The Clerk had contacted the footpaths officer at Derbyshire County Council (DCC) for advice. The officer had replied that stiles are the landowner's property and they have a responsibility to maintain them. However, accessibility only became an applied test in recent years, so old structures are not governed by the legislation until they are changed. Therefore, there was no practical way to get the landowners to replace them. The Footpaths group had spoken to the landowner previously and he had not wanted to change them.

RESOLVED that Clerk would write to the landowner to query whether a change from stile to kissing gate is possible and what would be the objections to this happening.

A resident reported that the surface on the pavement between Moorfield House and Doles Lane was very uneven and had a lot of pot holes. Councillor Ford would report this to Derbyshire County Council.

A resident asked whether anything was going to be done to show gratitude to Raj at the Village Store and all others in village who had helped during the Covid-19 crisis. The Village Hall Committee would also like to thank some people. The Parish Council supported the idea and would work with the Village Hall on this.

A resident asked for an update on the Findern in Need Charity. Councillor Brown advised that Richard Brook had resigned as a trustee and had passed all paperwork to Councillor Brown. The intention was to have a meeting of the remaining trustees; Councillor Brown would take on role as the Nominative trustee and Rev'd Starkey was the Ex-Officio trustee. which left a vacancy for a Co-operative trustee. This trustee did not have to be a member of the Parish Council; anyone interested in the role should contact Councillor Brown or the Clerk. Councillor Brown would bring an update to the July meeting.

Police Liaison Officer:

No Police officer was present at the meeting and no report had been received.

District Councillor Report:

Councillor Andrew MacPherson gave a report: -

SDDC had been contacted by residents on the Highfields development about services on the estate such as bin locations. Councillor MacPherson asked how the Parish Council planned to engage with residents on the Highfields development. In response, the Clerk advised that as there were two vacancies on the Council, the plan was to leaflet the whole village – including Highfields - to invite applications and gain representation for all areas within the boundary. There was also a noticeboard planned for a site on the retail area, which would inform public about what the Parish Council was doing and give details of who to contact if they have an issue. The District Council and County Council wished to stand with the Parish Council to welcome the new residents.

Grass cutting and weed killing had re-commenced. Some of the staff had been re-deployed to recycling and bin collection. This had gone well; SDDC had kept services running throughout.

Normally at this time of year SDDC would be encouraging people and groups to go out litter picking. SDDC, when able, would offer full support to anyone who wants to go out litter picking.

District and County Councillor Report:

Councillor Martyn Ford gave a report: -

- SDDC would look at some way of thanking all of the individuals who had helped through the Covid-19 crisis
- SDDC plan to resume meetings via Microsoft Team, starting with some Planning meetings towards the end of June, which the public would be able to attend.
- The bus companies had changed the start time for Gold Card users from Monday 15 July 2020, reverting back to 9:30am.
- SDDC had been awarded £95,500 to make the shopping and walking areas around the District safe and socially distance aware. In Melbourne and Swadlincote it would be difficult in some parts of those towns, other communities less difficult.
- At this time over £12,500,000 had been given out in Business Support grants.
- Many officers were still working remotely, this made some communications more difficult, but works were still progressing in all key areas.
- Officers, with member support in both SDDC and DCC were now working hard to rejuvenate our economies post Covid-19. A tremendous amount of work was focussed on carbon reduction schemes and environmental improvements, and there was an emphasis on employment as job losses filtered through and would do for several months.
- NOTE: - DCC works to improve highway safety on Heath Lane/Longlands Lane were programmed in to be completed but were on hold due to Covid-19. They had not been cancelled!

2501/20

Response to emails from residents

Maintenance of the Churchyard at All Saints

A resident had emailed the Parish Council to ask who was responsible for cutting the churchyard at All Saints as it was very overgrown. The Clerk had contacted the Parochial Church Council about the query; they had replied to say that South Derbyshire District Council cut and mowed the churchyard; however, because of Covid-19, work had not been carried out. Teams were starting to work again. The Parochial Church Council (PCC) were responsible for some areas such as the Church garden; work is done by a group of volunteers, anyone interested in helping may join the group by contacting the PCC. An area in the North East of the churchyard was given over to wildflower planting; this appeared overgrown; however, this was deliberately not cut to allow self-seeding to occur ready for the following year.

2502/20

Minutes

RESOLVED that the Minutes of the Ordinary Meeting held on 14 May 2020 be approved as a true record and signed by the Chairman.

2503/20

Variation of order of business

None.

2504/20

To determine which items, if any, of the Agenda should be taken with the press and public excluded

It was **RESOLVED** that the items already listed on the Agenda should be taken with the press and public excluded.

2505/20

Chairman's Report

The Chairman, on behalf of herself and Councillor Ratcliffe, thanked the Councillors for their confidence in them to be Chairman and Vice Chairman for the Civic year.

The Chairman of the Parish Council formally reported to the Council the resignation of Councillor Richard Brook and Suzi Brook; and on behalf of the Parish Council thanked both for their service as Members of the Council, and their contribution to the village community.

There were now five vacancies on the Council; two vacancies which could be filled immediately, three that would be delayed until such times as the District Council could issue the Notice of Poll. The Council would be inviting applications for two of the vacancies in the next week.

The past few months had been challenging for many in the village and the Chairman wished to thank Penny Adcock and her team, and Raj at the Village Store for helping in these trying times.

The installation of the Pump track at the KGV playing fields had commenced and would be completed within 4 weeks. The Parish Council was hoping to have an opening ceremony as soon as restrictions were relaxed enough to allow this.

2506/20

Report of the Parish Clerk

a) Graffiti in the village

The Lengthsman had reported Graffiti in a couple of places in the village including Bus Shelter and had reported this to South Derbyshire for their team to clean.

b) Planters in village

The new planter had been installed on Doles Lane and all planters across village had been planted by Firs Nursery and James Maguire. James had started to maintain all planters and water them over the summer.

c) Bike track at KGV

Work had started on the installation of the pump track at the KGV playing field on 8 June 2020 and it was expected to take 4 weeks. Monday to Friday 8am – 6pm. Prior to the start of work, residents on Heath Lane and Willington Road adjacent to playing field were hand delivered a letter with details of the work. A 'No parking' notice has been posted to gate for access and site would be monitored by Councillors throughout the build to ensure that there were no issues. Any members of the public concerned about any aspect of the build were advised to contact the Clerk to take up with the contractor.

d) Ivy on trees at Common Piece Lane

At the previous meeting, during a discussion about the Tree Preservation Order (TPO) at Common Piece Lane, the Clerk agreed to contact the tree officer at the District Council about the ivy covering many of the trees at the site; and whether anything could be done to ask landowner to carry out work to remove the ivy. The tree officer had replied to say the Council had no power to enforce the landowner to cut back the ivy or carry out a maintenance programme on the trees. This could be reviewed if a permanent TPO was granted on the trees.

e) Highfield Dog Waste Bins and tree issue

The Clerk had written confirmation that the management company Greenbelt had not yet taken over the Highfields site. The Clerk went back to Barratt Homes to advise them on this and they have now asked Clerk to send them details of how many bins are required and preferred locations and they will take this information to the consortium meeting for discussion. Councillor Martyn Ford has advised that SDDC are also looking into this therefore, he had been sent copies of the email conversation between the Clerk and Barratt Homes for information.

Councillor Smith had been in contact with the developer and Greenbelt about the recently planted trees on the site that were dying due to lack of water. The response was rather unhelpful; therefore, the issue had been reported to the planning department at SDDC who had passed this to the enforcement officer as the landscape plan - including tree planting - formed a significant part of the approved planning application.

f) Village Amenities for SDDC Planning Policy

SDDC had asked for local information around amenities and services to be submitted to them to inform their planning policy for the area. The Clerk thanked Councillors Tammy Brown and Christine Smith for helping gather the information; which would be passed to the Planning Department at South Derbyshire.

g) Parish Council Audit

All documents and AGAR information were with the Internal Auditor at the moment and would be returned shortly, with his report. The Clerk was not expecting any issues and would bring all AGAR documentation to the July meeting for sign off by Council before submission to External Auditor in time for the 31 July deadline.

h) Grant Application

As the Council was unsuccessful with a Lottery Awards for All grant for funding towards the bike track, the Clerk had submitted a grant application to the Derbyshire County Council Action Grant fund in the physical activity and sports category. Closing date for this was 31 May and the Council would hear whether the bid was successful within 4-5 weeks.

RESOLVED that the report and actions be noted.

2507/20

Members Reports

a) Garden of Remembrance/Cemetery update

Councillor Ratcliffe gave an update on this project. With the placing of the bench on site the previous week, the project was now complete. Councillor Ratcliffe wished to thank everyone involved in the creation of the garden, in particular the team from Murrays; and also, their contribution towards the cost of planting and the bench. The work had included the provision of a water tap for the watering of flowers and plants in the cemetery. SDDC had planted a new hedge at the bottom of the site in March 2020. Recently in the dry weather, some of the whips had died off due to lack of water. A local farmer, Mr Hodgkinson had kindly watered the hedge on 3 occasions, saving some of the plants. The Parish Council would contact SDDC to find out if a maintenance schedule would be in place for the hedge to ensure its longevity.

Councillor Woodhouse thanked Councillor Ratcliffe for leading the team effort on this project.

b) Findern in Relief Fund

Dealt with during public speaking

c) 'Bug Hotel' at Stanhope Woods

The 'Bug Hotel' at Stanhope Woods had been burnt down. It was suggested that this be rebuilt; however, the site was on private land and permission should be sought from landowner to access the land.

RESOLVED the Clerk would write to the landowner to seek permission to access the land.

2508/20

Matters for discussion or determination

a) To receive update on food bank and consider review of funding

The food bank is well stocked and has had a donation of £70 from the sale of jigsaws which has been added to the account at the Village Store. The account currently has over £120 and therefore doesn't need topping up at the moment. As life returns to some strange normality - less people are in need. (for example, children returning to school and having their free school dinners). However, with possible job losses in the future - more might need the support of the food bank. The food bank was initially started to help "bridge the gap" whilst people were waiting for universal credit payments or furlough, or waiting on government packages if they were shielded. As these systems are all now in place - the food bank will only be for those facing extreme financial hardship as a direct result of the virus. The food bank will remain in place for as long as needed. The volunteers continue helping those who are isolating or unwell.

The report was **NOTED** and it was **RESOLVED** to review each month the support required by food bank.

b) To receive update on Co-option to vacancies

With the resignation of Councillors R Brook and S Brook, the Council has only 5 Members remaining of the allotted ten. There are two vacancies that the Council are in a position to recruit to; the remaining three have to pass through stage 1 of process with the Notice of Poll, and at the moment the District Council are not able to issue these.

RESOLVED to proceed with the advertisement of the vacant posts to co-opt as soon as possible. To ensure maximum exposure, it was agreed to leaflet every household in the village as well as posting information to Parish Council's website and Facebook page; also on the Community Facebook page.

c) Consideration of Health & Safety Support – expired 30 April 2020

Members considered the terms of engaging Melanie Eckersley Consultancy as the Parish Council's Health & Safety support. This was to ensure that the Parish Council is fully compliant with its responsibilities in this area. To include review of all policies and risk assessments.

RESOLVED to engage Melanie Eckersley Consultancy as the Parish Council's Health & Safety support at an annual cost of £620.00.

d) Steps at KGV

The Clerk reported no response had been received from Highways dept. at Derbyshire County Council to the letter requesting the repair of the steps from Baxter's Way onto the King George V Playing Field. Members discussed whether the Parish Council should undertake any repair work. They were reluctant to do so as this land is not owned by the Parish Council.

RESOLVED that the Clerk would make more enquiries at Land Registry to try to identify the owner of the land.

e) Consideration SDDC - Licensing Act 2003 Statement of Licensing Policy Review

Members considered SDDC's Licensing Act 2003 Statement of Licensing Policy Review

The review was **NOTED** and it was agreed no comment would be made.

2509/20

Planning Matters

Members **NOTED** the following planning applications: -

Consultations

None

Decisions

a) **Ref. No: DMPA/2020/0366** - Tower House, Findern

Listed Building Consent for internal and external alterations to existing attached garage to facilitate its conversion to living accommodation at this address.

Approved (Delegated Decision).

b) **Ref. No: DMPA/2020/0323** - Tower House, Findern

External alterations to existing attached garage to facilitate its conversion to living accommodation at this address.

Approved (Delegated Decision).

c) **Ref.No: DMPA/2020/0259** - 88 Hillside, Findern

The erection of a rear extension, extension to garage, the installation of a flue and the increase of block paving on driveway at this address.

Approved (Delegated Decision).

2510/20

Finance

a) Additional Signatories

Members considered the requirement for additional authorised signatories on bank accounts, following the resignation from the Council of three signatories.

RESOLVED that Councillors T Brown, M Ratcliffe and C Smith would become signatories on all bank accounts.

b) Transfer of money

In preparation for the payment of the invoice from Clark & Kent for the installation of the pump track, a transfer of £18,000 was required from the Nat West Reserve account to the Nat West Current account.

RESOLVED to transfer £18,000 from the Nat West Reserve account to the Nat West Current account.

c) Items for Payment

Authorised BACS payments – 25/05/2020 R. Brook & R. Rose

Cheque No.	Payee and Description of service or goods	Nett	VAT	Gross
BACS 25/05/2020	South Derbyshire CVS - Salary payment May	£1227.25	£0.00	£1227.25
BACS 25/05/2020	Phil Hawker (Mowing Service)	£55.00	£0.00	£55.00
BACS 25/05/2020	BHIB Councils Insurance- Annual Premium	£983.07	£0.00	£983.07
BACS 25/05/2020	Findern Stores Ltd. - Donation from Chairman's Allowance to Food Bank account.	£100.00	£0.00	£100.00
UTB Cheque 300002	Include Creative – Annual renewal for web and email.	£520.00	£104.00	£624.00
UTB Cheque 300003	Tudor Landscapes – installation of new planter on Doles Lane and removal of old wooden one	£195.00	£0.00	£195.00
UTB Cheque 300004	Aucuba Landscapes Ltd. - Cut & strim at KGV, Hillside and The Green. Hedge Flail at KGV also Remembrance Garden tidy.	£378.35	£75.67	£454.02
UTB Cheque 300005	First Choice Food Service – Food order for food bank	£176.03	£1.64	£177.67
UTB Cheque 300006	K Sharpe - Clerk Expenses May/June 2020	£80.19	£2.40	£82.59
UTB Cheque 300007	K Sharpe Clerk - Reimbursement for purchases – bedding plants and compost	£57.52	£11.46	£68.98
UTB Cheque 300008	K Sharpe Clerk – Reimbursement for payment made to Viking (no cheques accepted) for 1 x reem of paper and 1 x black ink and 1 x colour ink for Cllr Brown.	£30.07	£6.02	£36.09
UTB Cheque 300009	Food Bank payment	£123.75	£0.00	£123.75

d) Members noted Income received: -

Date of credit	From	Into Account	Amount
30/04/2020	Interest	Nat West R	£6.77
29/05/2020	Interest	Nat West R	£6.54

- e) The Bank Account Reconciliation Report, Budget Monitoring Report and note of Current and Reserve Balances up until 31/05/2020 were circulated.
These reports were **NOTED**.

2511/20

Correspondence

The following items of correspondence were **NOTED**. No action to be taken.

- DALC Circular May 2020 - forwarded 26/05
- SDDC Tree Officer re. PC query on TPO and condition of trees - forwarded 26/05
- Toyota Motor Manufacturing UK - Community Liaison Committee Communication - Production Update Burnaston - forwarded 27/05
- From DCC, Temporary Closure of Footpath 12 in Findern Parish - forwarded 27/05
- From NALC, Open letter to all Councillors - forwarded 01/06
- From SDDC - Licensing Act 2003 Statement of Licensing Policy Review - forwarded 01/06
- DALC Circular June 2020 - forwarded 03/06

2512/20

Reports from Councillors attending meetings of outside bodies

Village Hall Committee – The Pre-School would return on 21 June 2020 therefore the Committee had been busy carrying out risk assessments and having a deep clean of the hall in preparation for the return of the group.

2513/20

Date of next meeting(s)

It was **NOTED** that the next meeting of the Parish Council would take place remotely at **7.00pm on Thursday, 9 July 2020** via Zoom Meeting software.

2514/19

Exclusion of press and public

RESOLVED that in view of the nature of the business about to be transacted it was advisable that the press and public be temporarily excluded and they were instructed to withdraw

2515/20

Exempt item(s)

Items considered: -

Food Bank matters

Bee's Tea Room update

Meeting Closed at 8.45pm
