

FINDERN PARISH COUNCIL

Clerk: Mrs Kate Sharpe

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

Tel: 07444 085807

Minutes of the Ordinary Meeting of Findern Parish Council held via Zoom Meetings software at 7pm on 14 January 2021

Present: Councillors T Brown, G Cooke, B Dosanjh, M Ratcliffe, R Rose, C Smith and M Woodhouse.

Also present: Mrs K Sharpe (Clerk) and 6 members of the public.

2630/21 Apologies for absence

None – all Councillors present at the meeting

2631/21 Declaration of members interests

None declared.

2632/21 Public Speaking

Members of the public:

- a) A member of the public requested an update on the situation with the dead Lime Tree off Doles Lane. The Clerk reported that Councillor Woodhouse had visited the site and confirmed that the tree was dead or rapidly dying; therefore, the tree's condition had been reported to both the Tree Officer at SDDC and the Highways Hub at Derbyshire County Council to ascertain who had responsibility for the tree and pass on the recommendation of Councillor Woodhouse that it be felled as soon as possible.
- b) Joan Tidy from Findern Footpaths Group raised the groups concerns about the state of the pot holes on Common Piece Lane. It was noted that this issue was on the Agenda later in the meeting and therefore, would be discussed at that point.
- c) Joan Tidy from Findern Footpaths Group also requested the Parish Council's permission to erect signage at the entrances to Cardale's Meadow and Cote Close. two sites licensed by the Parish Council from Highways England.

RESOLVED the group would send the draft wording they would like to include on signage to the Clerk for the Council to approve; also, Clerk would check the licence that signage was allowed.

- d) Steve Tiso, also from Findern Footpaths Group advised that with the recent Covid-19 national lockdown, members of the group had suspended activity until restrictions were relaxed.

The Chairman thanked both members of the group for the update and the report was **NOTED.**

- e) A resident expressed her disappointment that the steps leading down to the King George V Playing Field, which were in need of repair, had not been closed following discussion at the previous meeting.

The Clerk explained that the title plan showed the land was owned by Highways England; though Highways England had advised that the land formed part of the local road network and surface maintenance was the responsibility of the Local Highway Authority (LHA). The Clerk has contacted the LHA and is awaiting a response. It would not be appropriate for the Parish Council to close or carry out repairs to the steps as they are not on Parish Council land; and it has now been confirmed who has responsibility.

- f) Two individuals joined the meeting to explain the work they were carrying out down at Chevins Farm off Longlands Lane. They had recently taken over the tenancy of the land, and were in the process of clearing the land of debris left by the previous occupiers and from fly tipping. They were concerned that they had caused distress to residents in the area but assured residents that they were simply clearing the large amount rubbish. Once cleared their intention was to develop a small business running kennels there, and having livestock back on the land. The Chairman thanked the individuals for joining the meeting to give an explanation. The individuals stressed that children should be kept away from the site at the moment as it was dangerous.

The Parish Council will follow up on the issue of fly tipping with Councillor Macpherson.

Police Liaison Officer:

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

District Councillor Report:

Councillor Andrew MacPherson was not present at the meeting; however, he had submitted the following report: -

On Sunday last Councillor Macpherson received a 'phone call from a resident requesting assistance in a matter that remained unresolved on Longlands lane.

He visited the site that afternoon and arrived in time to meet the fire brigade who had been called by a concerned resident. They discovered a fairly large bonfire burning wooden pallets and the like. The fire service was content that the fire was contained managed and of no risk.

Councillor Macpherson spent some time with the individuals who are leasing the site from the current owner. They both seemed most concerned that they had caused local alarm to residents in their efforts to clear the site. They both volunteered their names and phone numbers to him, in order that SDDC Environmental Officers could make contact with them and advise on good practice of site use. The officers will continue to monitor.

District and County Councillor Report:

Councillor Martyn Ford was not present at the meeting; however, he had submitted the following report: -

Councillor Ford wished all residents in the Parish a Happy New Year and hopes for a better '21.

He had visited a site, Chevins Farm off Longlands Lane at the weekend (9-10 January 2021) having been alerted by residents of an issue there. He spoke to the individuals and was assured that they were just clearing the site of abandoned waste/fly tipping. Following the visit and seeing the disgusting state of the site and adjoining field he had informed Environmental Health and Planning teams at SDDC, requesting a visit. Environmental Health had already visited and Planning officers would also be visiting site in the next few days. Councillor Ford will continue to monitor.

In other matters: -

- The Development Consent Order for the A38 Improvements has been signed off, so travel into and around Derby will be disrupted for some time while all the work to alter the highway is complete.
- The works to complete the road markings on Heath Lane/Longlands have been escalated to the Leader of the Council, both he and the Cabinet Member are now aware that Highways have let Findern down here.
- Covid issues are still dominating work at both authorities, we need to keep testing and inoculation progress at this critical time.

2633/21

Response to emails from residents

a) **Barrier at beside kerb outside spencer academy school at Highfields**

A resident had emailed the Council, concerned that there is not a fence or a barrier separating the walk path from the road at the new Highfields Spencer Academy, which will stop children from running onto the road after leaving the playground. Councillors confirmed that the temporary fencing alongside the road had been removed.

The Clerk advised that roadside barriers are a Highways department matter, which is the responsibility of Derbyshire County Council. However, Tutbury Avenue had not yet been adopted by Highways. The Clerk had asked the Builders Consortium for an approximate date when the road is expected to be adopted.

RESOLVED for the Clerk to write to the Consortium to find out whether a barrier was part of planning application; also, to contact the school to find out whether they know anything about this or have concerns.

b) **Pot Holes on Common Piece Lane**

The Council had received emails from a resident and the Findern Footpaths Group concerned about the condition of Common Piece Lane from the cemetery to just passed Clovermead House. Over the last year this lane has deteriorated further to the stage that it is now become very dangerous. There are many potholes, some extremely deep, and places where the lane has simply disappeared. The Clerk advised that this issue had been raised at Parish Council at the March 2020 meeting and was reported to Highways at that time along with photos of the pot holes. At the March meeting, Councillor Ford (County Councillor) advised that following the floods last winter, there was a great deal of repair work across the county that would be given priority and that it may be some time before the issue of pot holes on Common Piece Lane would be looked into.

RESOLVED that Councillor Brown would take new 'photos of the road surface and the Clerk would submit another report to the contact portal at Derbyshire County Council, requesting remedial work. Also, make Councillor Ford aware of the issue and request his help in raising the issue with Highways.

c) SDDC policy on allocation of social housing at Brook Close

A resident had contacted the Parish Council requesting that it check the allocation criteria for the bungalows on Brook Close with South Derbyshire District Council - i.e., are they still classed as social housing? People with a high social need are missing out as they are often unable to access on-line services and have no apparent alternative way to find information about these homes or participate in the application process.

RESOLVED that the Clerk would write to the Housing Department at South Derbyshire District Council to request details of their Housing allocation policy

2634/21 Minutes

RESOLVED that the Minutes of the Ordinary Meeting held on 10 December 2020 be approved as a true record and signed by the Chairman.

2635/21 Variation of order of business

None.

2636/21 To determine which items, if any, of the Agenda should be taken with the press and public excluded

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

2621/20 Chairman's Report

The Chairman welcomed everyone to the January Parish Council meeting and then, on behalf of all Councillors and the Clerk, wished everyone in the Parish a Happy New Year.

The Chairman went on to thank again Woodgrow Horticulture Ltd. for supplying, erecting, removing and disposing of the Christmas tree on the Green. It certainly brightened up the difficult times we are experiencing.

The Chairman noted that all are once again experiencing more stringent restrictions due to the COVID 19 Pandemic, but the future is looking more positive with the vaccines being given in order of risk. Penny Adcock and the group of volunteers were still helping residents where it was needed; the Chairman thanked them all for everything they were doing.

It had come to the Council's attention that there had been an issue at Chevins Farm at the end of Longlands Lane, past Longlands Mews. Both Councillors Ford and McPherson personally visited the site to investigate and reported their findings to SDDC. Environment Officers have been out to talk to the individuals concerned to gain a better understanding of the site use and to advise the individuals on good practice. Although the Fire Service were called out last Sunday however, they were content that the fire was contained and managed and of no risk, but gave further advice. If any residents have further concerns, these should be flagged up with the Environment team at SDDC or by making contact with one of the SDDC Councillors – Martyn

Ford or Andrew Macpherson. Alternatively, the Parish Clerk could also be contacted and she would report any issue to the relevant authority.

2637/21

Report of the Parish Clerk

a) Site for Sportmobile scheme for the summer

The Clerk had contacted the Sportmobile team at SDDC to confirm the suggested dates for summer 2021 and had given them the option of holding the scheme at Hillside. They said that as the scheme had previously been held on Hillside a few years ago, and it is a more central site, they are happy to hold the scheme there.

b) Charity Commission Return/Trustee for King George V Playing Field

The Clerk had done the annual return to the Charity Commission for the King George V Playing Field Charity, reporting £0 income and £0 expenditure. The Trustee details needed to be updated. Although the Council as a whole is the Trustee, there needed to be one named trustee on the record. The current named Trustee is the previous Chairman and it was suggested that this is updated to the current Chairman, Councillor Tammy Brown if the Chairman is willing and Councillors approve this.

RESOLVED that Councillor Tammy Brown be the named Trustee.

c) Update on grit bins for Highfields

The Builders Consortium did not want the Parish Council to install grit bins up at Highfields until the road was adopted by Highways. Currently the consortium is responsible for the road and do not want residents to expect them to grit the roads – which they feel residents would expect if the grit bins were installed. The Clerk had asked the contact to find out an approximate date when it is expected the road will be adopted.

d) Response from SDDC clean team re dog waste mess in hedges at Highfields

The issue of dog waste mess in hedges at Highfields was reported to the clean team at South Derbyshire however they said they were not responsible for this area of the land. Therefore, the issue had been reported to the Builders Consortium contact, and he said he would raise this with Green Belt as they have now taken over responsibility for some of the green space around Highfields.

e) Response from owner of land at Sycamore Avenue

As requested at last month's meeting, the Clerk had written to the owner of the land at Sycamore Avenue, expressing the Parish Council's interest in the land if it should come up for sale. The owner had replied acknowledging the letter but advising that he had no plans to sell the land. No further indication was given on his plans for the land.

f) Stanton Developments date for meeting

As requested at last month's meeting, the Clerk had contacted Stanton Developments to arrange a meeting for the company to share their plans for the Archway Motors site with the Council. The Clerk had been advised by developers that lockdown had slowed things down and plans have been delayed and therefore it maybe February before these were available to share with Council. No planning application had been submitted as they wished to consult with stakeholders before the application was submitted.

g) Canal Path planting

It was suggested at the last meeting that the Parish Council consider wildflower planting along the length of the newly repaired towpath by the canal. However, the cost of any wildflower planting would be prohibitive because of the length of the verge involved. Also, it would require permissions or licence for the wildflower planting as the land is not owned by Parish Council. The Chairman has subsequently spoken to the workmen and the verge is being finished and seeded.

RESOLVED that the Council would not pursue wildflower planting in this area.

h) Cemetery signage

The Clerk had emailed the cemeteries officer at SDDC to ask about signage that could be used to discourage dog owners from letting their dogs off the lead and using area to exercise their dogs. No response had been received to date; the Council would need guidance from SDDC on this as they own the cemetery.

i) KGV Phase 2 – update on planning and goalposts

The application for an amendment to planning permission was submitted to SDDC on 24/12/20. This was to allow the Council to installation of the gym equipment and basketball area alongside the pump track rather than alongside the hedge. The planning department had advised that this would take approximately 4 weeks for a response, if the officer determines that consultation was not necessary. The set of goalposts nearest the pump track would be taken out before the end of January.

j) Notice of Poll

The Council had received confirmation from South Derbyshire District Council (SDDC) that a Notice of Poll could be issued for the Council's three vacancies. This notice would give electors 14 days to respond to SDDC to request an election. If 10 or more people request this, then a by election would have to take place. This will cost the Parish Council in the region of £4000. If less than 10 requests were made then the Council could proceed to co-option. This will be done by advertising the vacancies for Councillors, inviting residents to apply and then holding interviews. Before that stage, the Clerk requested that the Council review its Eligibility of a Findern Parish Councillor & Co-option Procedure Policy.

RESOLVED that this review be included on the Agenda for the next meeting.

Members were asked to consider whether it was a suitable time to be issuing a Notice of Poll when the country is in a national Lockdown and residents were not out and about and would not see notices on noticeboards. The Parish Council should be equitable to all, including those who do not have access to website, Facebook or other social media to see the notice advertised there.

RESOLVED that the Council would delay posting Notice of Poll until such time it was deemed that restrictions were relaxed sufficiently to assure equitable access to notice. This would be reviewed at each meeting of the Parish Council.

k) Letter from the Littleover Dazzlers Football Club

A letter had been received from the Littleover Dazzlers Football Club thanking the Parish Council for the use of the field and for the community support whilst playing a few games

and training last year on Hillside. The club received many positive comments whilst training and playing there, from residents happy to see the field in use. The club have kindly put-up permanent nets on the goals so any children can go and kick a football at a net with a parent during lockdown.

RESOLVED that the report and actions be noted.

2638/21

Members Reports

a) **Garden of Remembrance/Cemetery update**

In the absence of any response from SDDC on possible signage that could be posted to discourage dog owners from exercising their dogs off the lead in the cemetery, there was nothing further to report.

b) **Findern in Relief Fund**

Councillor Brown gave an update on this fund. Paperwork including the constitution was being progressed. A further update would be brought to the next meeting.

c) **Stanhope Woods**

Councillor Ratcliffe advised that the landowner was now consulting with his Solicitor regarding the licence agreement that would allow the Parish Council and Findern Footpaths group access to the land to continue the environment work at the site. Councillor Ratcliffe hoped that a draft Licence agreement could be brought to the February meeting for Members to consider.

2639/21

Matters for discussion or determination

a) **Bug Hotel for KGV**

Members were asked to consider the creation of a Bug Hotel to be placed on land owned by the Parish Council alongside the Baxter's Way path beside the King George V Playing Field. This was an area of land where it had been previously suggested that the Council carry out wildflower planting.

RESOLVED that the Chairman and Councillor Woodhouse would visit the site to evaluate what needed to be done to the land and in which order. Recommendations would be brought to the February meeting.

2640/21

Planning Matters

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

Consultations

a) **Ref. No. DMPA/2020/1246** – 52 Hillside, Findern

The erection of a proposed side extension and rear conservatory.

Decisions

a) **Ref. No. DMPA/2020/1128** – 8 Wren Park, Findern

2-storey side extension and single storey rear and front extensions.
Approved (Delegated decision).

b) **Ref. No. DMPA/2020/0059** – 14a Doles Lane, Findern

Retrospective application for the erection of a rear two storey extension.
Approved (Committee decision).

Financea) Finance Committee meeting on 7 January 2021

Members **RECEIVED** the Minutes of the Finance Committee meeting held on 7 January 2021 and noted the detailed review of the budget monitoring and bank reconciliation reports.

b) Confirmation of budget and precept for 2021/22:

Members noted that the Committee had considered the draft budget and amendments had been made to the proposed figures in order for a suitable budget to be allocated for 2021/22.

RESOLVED to approve the budget for 2021/22 as set out in the APPENDIX of these Minutes.

The Parish Council had been advised by South Derbyshire District Council that there were no plans to alter the concurrent function allocation and the Council Tax Support scheme would remain the same.

Following consideration of the proposed budget and a discussion by Members it was **RESOLVED** that a precept figure of £41,713.00 be set by the Parish Council. With a Council Tax Base of 1366, this would reflect a 0% increase to households in Findern and equates to £30.55 per year for a Band D property.

c) Concurrent Function claim for 2020/21

Members were asked to consider the approval of the Concurrent Function Claim for 2020/21, which had been looked at in detail at the Finance Committee meeting.

RESOLVED that the Concurrent Function Claim for 2020/21 be approved and submitted to South Derbyshire District Council.

d) Members approved the following items for payment: -

Authorised BACS payments – R Rose and T Brown.

Cheque No.	Payee and Description of service or goods	Nett	VAT	Gross
BACS UTB 23/12/20	SDDC - Planning amendment application fee	£137.83	£4.17	£142.00
BACS UTB 23/12/20	South Derbyshire CVS - Salary payment December	£1258.02	£0.00	£1258.02
BACS UTB 23/12/20	South Derbyshire CVS - Donation to Winter Giving Campaign s137	£200.00	£0.00	£200.00
BACS UTB 14/01/21	Kate Sharpe - Clerk Expenses 'phone, working for home allowance, stamps, zoom subscription.	£68.88	£2.40	£71.28
BACS UTB 14/01/21	Shelter Maintenance, shelter clean	£28.40	£5.68	£34.08
UTB Bank 31/12/20	Bank Service Charge	£18.00	£0.00	£18.00

e) Members noted Income received: -

Date of credit	From	Into Account	Amount
21/12/2020	Lindsay Bee - Tea Room Rent	UTB	£363.33
31/12/2020	Interest on reserve account	Nat West Res	£00.21

f) Bank Account Reconciliation Report/Budget Monitoring Reports

Members **NOTED** the Bank Account Reconciliation Report/Budget Monitoring Reports up to 31 December 2020 (including Current and Reserve Accounts Balances).

2642/21

Correspondence

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

- Letter from Highfield Spencer Academy in response to Parish Council's letter
- SDDC details of Area Forum Programme dates – forwarded 16/12
- Derbyshire PCC Spotlight Winter 20-21 Newsletter – forwarded 18/12
- SDDC Equality, Diversity and Inclusion Strategy consultation 2021-25 - forwarded 05/12
- DALC January Newsletter – forwarded 08/01
- DCC – Derbyshire Traffic Survey – forwarded 08/01

2643/21

Reports from Councillors attending meetings of outside bodies

Councillor Brown attended the Chairman's meeting hosted by Derbyshire Association Local Councils, which included a presentation by the co-ordinator of the Derbyshire Traffic Survey initiative.

2644/21

Date of next meeting(s)

It was **NOTED** that the next Ordinary Meeting of the Parish Council would take place at **7.00pm on Thursday, 11 February 2021.**

2645/21

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.

2646/21

Exempt

Items considered: -

Staffing Matters.

Meeting closed at 8.20pm

APPENDIX

FINDERN PARISH COUNCIL					
FINAL BUDGET AND PRECEPT 2021 to 2022					
	2021/22 Precept/Budget (Precept +/- 0%, +/- 0% from SDDC on CF, +/- £0 from SDDC on SG) £30.55 per Band D property, CTB 1366				
INCOME					
Precept (raised via SDDC)	£ 41,731.00				
Support Grant from SDDC	£ 1,135.00				
Concurrent Function from SDDC	£ 7,338.00				
Additional Concurrent Function from SDDC	£ 7,649.00				
Minor Maintenance (Footpaths) from DCC	£ 385.00				
Interest from Business Reserve account	£ 15.00				
Parish Room Income estimated	£ 4,000.00				
Rent from land on Burton Road	£ 7,000.00				
VAT reclaim	£ 5,000.00				
Total income	£ 74,253.00	Total income			
Nominal Transfer from Balances	£ 5,858.00	Nominal Transfer from Balances			
	£ 80,111.00				
EXPENDITURE					
Grounds Maintenance / Gardening	£ 6,500.00	Grounds Maintenance / Gardening			
Parish Rooms Maintenance	£ 1,500.00	Parish Rooms Maintenance			
General Maintenance	£ 1,000.00	General Maintenance			
Playing Field Items	£ 1,000.00	Playing Field Items			
Footpath Maintenance	£ 385.00	Footpath Maintenance			
Bus Shelter Maintenance	£ 1,500.00	Bus Shelter Maintenance			
Donations S137	£ 2,500.00	Donations S137			
Staff Salaries	£ 15,250.00	Staff Salaries			
Payroll costs	£ 246.00	Payroll costs			
Admin. costs.	£ 2,500.00	Admin. costs.			
Chairs Allowance	£ 500.00	Chairs Allowance			
Training	£ 500.00	Training			
Audit Fees	£ 450.00	Audit Fees			
DALC / SLCC / ICO SUBS	£ 1,000.00	DALC / SLCC / ICO SUBS			
Election	£ 1,500.00	Election			
Legal Fees/ Risk and Insurance	£ 3,000.00	Legal Fees/ Risk and Insurance			
Refuse / Dog Bin	£ 3,100.00	Refuse / Dog Bin			
Amenity Hardware	£ 1,800.00	Amenity Hardware			
Christmas event	£ 500.00	Christmas event			
Summer event / VE Day	£ 300.00	Easter/Summer events			
Garden of Remembrance	£ 500.00	Garden of Remembrance			
Sportsmobile	£ 480.00	Sportsmobile over summer			
Contingency	£ 2,500.00	Contingency			
Food Bank	£ 1,000.00	Food Bank			
KGV Phase 3 - Basketball area	£ 10,500.00	KGV Phase 3 - 10mx6m £10,500			
Highfields Amenities	£ 3,500.00	Highfields Amenities			
VAS / Speedwatch	£ 4,000.00	VAS / Speedwatch			
Stanhope Wood	£ 3,500.00	Stanhope Wood			
Wildflower planting at KGV	£ 500.00	Wildflower planting at KGV / Baxter's Way			
Gateway signs at entrance to village x 4	£ 2,600.00	Gateway signs at entrance to village x 4			
Christmas tree at Highfields	£ 1,000.00	Christmas tree at Highfields (incl pit & electrics)			
VAT	£ 5,000.00	VAT			
TOTAL	£ 80,111.00	TOTAL			
		Balance b/f 1 Apr 21 - £62,096.61 estimate			