

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 6 May 2021

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

Also present: Mrs K Sharpe (Clerk) and 3 members of the public.

2701/21 Election of the Chairperson for the year 2021/2022 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.

2702/21 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.

2703/21 Apologies for absence

Apologies were **NOTED** from Councillor M Woodhouse.

2704/21 Declaration of members interests

None declared.

2705/21 Public Speaking

Members of the public:

Steve Tiso of the Findern Footpaths Group advised that work had started to pick up now that the group were able to go out in larger numbers. The Bird Hide at the Wildlife Sanctuary was coming along nicely; the group have planted some flower plants and poppy seed in Cardales Meadow and also along the banks at Crow Park Way; and would be putting a skirt around the Butterfly Bank. The information board at Airport Way had become detached but had been found and would be re-attached shortly. At the monthly meeting of the group, a PR person had been recruited to help encourage involvement from the Community – they would promote projects on the website and use social media to attract people to come along and help; also contact local businesses to get funding for larger projects. Steve also mentioned he is first aid trainer and offered to support the Council if they need any help.

A resident mentioned that the small litter bin outside the village shop was too small for the situation; a larger bin was requested. This request would be added to the Agenda of a future meeting for consideration.

Police Liaison Officer:

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

District Councillor Report:

Councillor Andrew MacPherson attended the meeting to check if there were any District Council matters arising on the Agenda that the Parish Council needed help with. He mentioned the problem with the burning of rubbish down at the site off Longlands Lane. He assured residents that this was being monitored by Environmental Officers and an advisory notice was being issued to the lease holders of the site.

District and County Councillor Report:

Councillor Martyn Ford was not present at the meeting and had not submitted a report.

2706/21

Response to emails from residents

A resident suggested that the Council plant a tree in memory of Prince Phillip, the Duke of Edinburgh.

RESOLVED to consider this at a future meeting.

A resident highlighted that the litter bin on the Canal path is often full with dog waste bags, and suggested that a sign be installed directing people to the dog waste bin 20 metre away.

RESOLVED that the Clerk would order signs to direct people to dog waste bins both at the canal and at KGV.

A resident reported that vehicles were using a foot bridge at Highfields. Millers Home have now put bollards up that would stop this, however, the resident had been advised that the safety fencing may not go up – the Clerk would look into this but had raised the query in the meeting so that Councillors are aware of this issue.

2707/21

Minutes

RESOLVED that the Minutes of the Ordinary Meeting held on 8 April 2021 be approved as a true record and signed by the Chairman.

2708/21

Variation of order of business

None.

2709/21

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

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

2710/21

Chairman's Report

The Chairman welcomed all to the May meeting of the Council. On the 22 April the village held the Annual Meeting of the Parish, unfortunately due to technical issues, the Council were unable to stream live to the Findern Facebook page, therefore the Chairman, gave a recap on some of the Parish Council achievements from the past year:

- Supported the food bank at the village shop

- Funded the replacement of two LED lights at All Saints Church and contributed financially with keeping the lights on over Winter
- Woodgrow Horticulture very generously donated and installed the Christmas tree on The Green
- Replaced the planter at the Derby bus stop
- The pump track at the King George V playing field was completed and whips were planted in the hedges and temporary fencing installed
- The Baxter's Bug hotel has been built with generous donations from villagers
- The adult exercise equipment has been installed at the King George V playing field.
- The Council donated to the Air Ambulance Charity and the SDCVS Winter Giving Campaign.
- Dog waste bins have been installed at Highfields
- A grit bin has been situated at the Porters Lane/ Hillside junction.

The Chairman added that she had very much enjoyed her first year as Chairman and thanked her fellow Councillors and the Clerk for their support. The Chairman looked forward to serving for another year alongside Vice-Chairman, Councillor Mike Ratcliffe and all of the Parish Councillors.

The Chairman ended her report by thanking Penny Adcock for her ongoing support to all villagers in need.

2711/21

Report of the Parish Clerk

a) KGV Phase 2

Installation of the outdoor gym equipment at the KGV park had been completed. The post-installation ROSPA check had been done, and if that is satisfactory, the equipment would be handed over to the Parish Council (once any issues had been sorted). The Parish Council's insurers had been contacted to ensure that the equipment was included in the cover.

b) Update on Co-option to vacancies

The information regarding the vacancies on the Council had been posted to noticeboards, website and Facebook pages. All those who applied in the round last summer had been contacted. The closing date for applications was 17 May 2021.

c) Response to Volunteers poster

The posters had been displayed on the noticeboards and at other sites in the village and at Highfields; also, on website and Facebook pages. The Community Liaison Officer at Murrays had contacted the Clerk to say if ever the Parish Council needs help, she and her colleague were happy to get involved. The Clerk was also contacted by another lady, who was interested in the work of the Findern Footpaths Group and she had been put in contact with the Group.

d) Derby City Pick up or Pay up campaign

The Clerk had contacted Derby City Council regarding their Pick up or Pay up campaign. A reply had been received from a neighbourhood warden involved with the scheme in Derby City, giving details of how the scheme had been implemented and things to consider.

RESOLVED that the Clerk would make further enquiries with a view to identifying areas of Findern and Highfields where a similar scheme could be implemented.

e) SDDC Sport mobile sessions

Unfortunately, the Active South Derbyshire and South Derbyshire District Council have made the difficult decision to cancel this year's Summer Playscheme; the Council could not guarantee the safety of families and staff against the possible spread of COVID-19 in the Playscheme setting given the numbers that are often attracted to this service. The intention is to reschedule several of the planned sessions, once restrictions are lifted, on evenings, weekends and during half term holidays. It is expected that these would be charged at the same rate as previously agreed and further information would be sent on this as soon as it is known whether Government guidance will permit this type of delivery.

f) Flooding on Porter's Lane

Michael Parnell had carried out cleaning of the ditch on the lane and in his field. Also, Councillor Martyn Ford had spoken to officers at the District Council. They were organising a "Jetter" for the first stage of the investigation to try and clear the blockages in the drain.

g) Licence to Occupy on land off Crows Park Way

The Licence to Occupy has expired on this land owned by Highways England. The Clerk had looked into renewing it; however, this was complicated because the land agent had changed from Savills to Carter Jonas. The Clerk had been in contact with the new land agent, forwarding the wording of the previous licence and was waiting on draft terms from them.

h) Planting near Bee's Tea Rooms

James at Easy Growing Landscapes had suggested that at the same time as planting up the Planters on the Green and the Village Pump (which, would be done imminently), for an extra £50 he could plant up the border that runs along the back of the grass area close to Bee's Tea Rooms. At the moment that is planted up with Rosemary bushes every 3-4 feet. He would plant around those.

RESOLVED to approve this additional planting.

2712/21

Members Reports

a) Garden of Remembrance/Cemetery update

There was nothing to report.

b) Findern in Relief Fund

Councillor Brown reported that she was in the process of updating the paperwork on the CCLA investments. A further update would be brought to the next meeting.

c) Stanhope Woods

Councillor Ratcliffe reported that the draft licence agreement had been received from the landowner's Solicitor. Though it met some of the conditions requested by the Parish Council to allow the Parish Council and Findern Footpaths group access to the land to continue the environment work at the site, there was no reference to the necessary tree management.

The Parish Council, with the approval of the landowner, would go back to the Solicitor with the necessary wording to include in the licence agreement.

RESOLVED that a working group consisting of Councillors T Brown, M Ratcliffe and M Woodhouse would meet via Zoom with the support of the Clerk, to draft the necessary wording and agree the way forward on the licence agreement. The working group would report back to Council at the next meeting.

d) Wildflower area and Bug Hotel at KGV site

Councillor Woodhouse had given his apologies to the meeting and there was no update given on the wildflower area. However, the Council would defer any decision on the wildflower area until such time as a decision is made on whether the Council would seek to use the area as additional parking for the King George V Playing Field.

Councillor Brown advised she had now completed the build of the bug hotel; however, it was tucked away in the corner off Baxter's Way and therefore would need some signage to the site; signage should also ask people not to touch or disturb the construction.

RESOLVED that the Clerk would have signage made for the site.

e) Vehicle Activated Signage (VAS)

Councillor Ratcliffe had looked into the feasibility of Vehicle Activated Signage (VAS) in Findern and presented a comprehensive report. A barrier to adopting the signage is local policy, Derbyshire Highways advise that proposed sites have to meet the criteria of 6 injury collisions within 1 km distance in the last 3 years. The site does not meet these criteria therefore, the proposal was to defer the project until such time that the local policy is changed. Because the Parish Council was not able to go ahead with VAS, the budget could be allocated to the Speedwatch scheme. This would be considered at next Finance Committee meeting.

RESOLVED to defer the project until such time that the local policy is changed.

2713/21

Matters for discussion or determination

a) Consideration of Committee Membership

Members considered the membership of Committees for the civic year 2021/22.

RESOLVED to defer the item until a future meeting when the three vacancies had been co-opted to and the Council was up to the full complement; allowing all Members the opportunity to be involved on a committee.

b) Review of Policies and Procedure including Standing Orders and Financial Regulations

Members reviewed all Policies and Procedure including Standing Orders and Financial Regulations for the civic year.

RESOLVED to re-adopt all Policies and Procedure including Standing Orders and Financial Regulations for the civic year without any alteration from the previous year.

c) Renewal of Council's Insurance from 31 May 2021

Members considered the renewal notice and premium of £996.27 for the Parish Council's insurance.

RESOLVED to renew the insurance with BHIB Councils Insurance as set out in the renewal documents; ensuring that the new outdoor gym equipment was included.

d) Decision of High Court re remote meetings; call for Parish Councils to lobby Government

Members considered a draft letter prepared by Derbyshire Association of Local Councils for Parish and Town Councils to use as a template to lobby government to introduce legislation to allow the continuation of remote meetings.

RESOLVED that the Clerk would write to the Secretary of State for Housing, Communities and Local Government; also, to Mrs Heather Wheeler, MP for South Derbyshire to lobby for support for legislation to allow the continuation of remote meetings.

e) Issues caused by Bike Track at KGV over Half Term/weekends – result of resident's survey

At the April meeting, Members had considered the issues experienced over the Half Term/weekends caused by the success of the bike track at King George V playing field; in particular the issue of parking and the impact on the residents. Various solutions were proposed, but the Council resolved that the input of local residents should be sought. The Clerk had created a survey to consult with residents on their ideas for the possible solutions to the parking issue. This had been hand delivered by Councillor Rose to the properties adjacent to the KGV Playing Field, with a closing date of 4 May. The responses had been collated and circulated to all Councillors prior to the meeting and were discussed on the night.

RESOLVED that the Council would defer any decision or action on parking until the full effect of the lifting of lockdown had been evaluated. It was thought that the parking issues may reduce once bikers were able to use their local tracks, rather than having to travel to the one in Findern.

One suggestion mentioned several times in the responses to the survey was the introduction of double yellow lines on the corner of Heath Lane and Willington Road; respondents believed this would reduce the parking issues that impacted on road safety at the corner.

It was **RESOLVED** that the Clerk would contact County Councillor Martyn Ford and Richard Handbury at Highways, Derbyshire County Council to suggest a site visit, in order that the suggestion of double yellow lines could be explored.

f) Additional bin for KGV Playing Field

Members considered the purchase and installation of an additional bin at the King George V Playing Field, to be sited near the entrance to the park on Willington Road; costs were approximately £185.00 + VAT for the new bin and £139.00 for installation.

RESOLVED to purchase the new bin and schedule installation as soon as possible. Also, to inform SDDC, that this new bin should be added to their schedule for weekly emptying.

g) Pitch marking at KGV

Members considered the suggestion to mark out a 7 a-side football pitch at the King George V Playing Field. Aucuba had quoted £90.00 for the first mark and then £27 per overmark to be done following each cut (fortnightly in the summer).

RESOLVED to have a 7 a-side pitch marked out by Aucuba at the King George V Playing Field and for this to be maintained throughout the summer.

2714/21

Planning Matters

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

Consultations

- a) **Ref. No DMPA/2021/0346** – 1, Tutbury Avenue, Highfields
Advertisement consent for free standing post signs.

Decisions

- a) **Ref. No DMPA/2021/0246** – 17 Longlands Lane, Findern
Prior Notification of single storey rear extension, with eaves of 3.00 metres and maximum height of 3.00 metres extending 7.00 metres from the rear wall.
Approved (Delegated decision).
- b) **Ref. No DMPA/2021/0423** – 31 Castle Hill, Findern
The erection of a single storey rear extension and alteration works.
Approved (Delegated decision).
- c) **Ref. No DMPA/2021/0472** – 11 East Lawn, Findern
Prior Notification of single storey rear extension, with eaves of 2.70 metres and maximum height of 3.30 metres extending 6.00 metres from the rear wall.
Permitted Development (Delegated decision).

2715/21

Finance

a) End of year accounts for 2020/21 Receipts and Payments

Members **NOTED** the end of year accounts for 2020/21 (Receipts and Payments). The accounts, along with other documents, would be submitted to the Internal Auditor for audit. The internal audit report would be brought to a future meeting, along with completed AGAR documents, for sign off before submission to External Auditor (deadline 30 June, however, an extension of two weeks may be sought).

b) Members approved the following items for payment: -

Authorised BACS payments – Councillors C Smith and T Brown.

Cheque No.	Payee and Description of service or goods	Nett	VAT	Gross
BACS UTB 26/04/21	O'Heap and Son - Fire extinguisher annual service	£106.50	£21.30	£127.80

BACS UTB 26/04/21	Community Heartbeat Trust - purchase of two sets of adult pads Findern School	£88.00	£17.60	£105.60
BACS UTB 26/04/21	South Derbyshire CVS - Staff salaries April	£1306.89	£0.00	£1306.89
BACS UTB 26/04/21	SDDC - Annual recharge for litter bin emptying	£1523.54	£304.71	£1828.25
BACS UTB 26/04/21	Easy Growing Landscapes repair to hedge at KGV	£148.80	£0.00	£148.80
BACS UTB 26/04/21	Tudor Landscapes repair to bench at KGV	£140.20	£0.00	£140.20
BACS UTB 06/05/21	K Sharpe Clerk's expenses, Phone, WFH allowance, Travel, Zoom subscription	£84.65	£2.40	£87.05
BACS UTB 06/05/21	Reimbursement to K Sharpe Microsoft Office 365 – Annual Renewal	£49.99	£10.00	£59.99
BACS UTB 06/05/21	BHIB Councils Insurance – Annual Renewal	£996.27	£0.00	£996.27
BACS UTB 06/05/21	Viking Direct Ink and file dividers	£44.96	£8.99	£53.95
BACS UTB 06/05/21	Viking Direct Ink, Paper and Index cards	£32.58	£6.52	£39.10
BACS UTB 06/05/21	Aucuba Landscapes Ltd.	£378.34	£75.67	£454.01
BACS UTB 06/05/21	Easy Growing Landscapes – April work	£254.00	£0.00	£254.00
BACS UTB 06/05/21	Community Heartbeat Trust - purchase of a set of paediatric pads for Findern School	£34.00	£6.80	£40.802
BACS UTB 06/05/21	Findern Footpaths Group – payment for work in 2020/21 re Rights of Way Maintenance.	£380.00	£0.00	£380.00

c) Members noted Income received: -

Date of credit	From	Into Account	Amount
08/04/2021	Rent for Parish Rooms	Unity Trust Bank	£363.33
09/04/2021	DCC Rights of Way Footpath Maintenance Grant	Unity Trust Bank	£380.00
09/04/2021	SDDC 50% Precept and Top up Grant	Unity Trust Bank	£21,820.50
15/04/2021	From T Key to repair hedge and bench at KGV	Unity Trust Bank	£289.00
23/04/2021	SDDC – additional payment to correct Precept	Unity Trust Bank	£360.00

d) Bank Account Reconciliation Report/Budget Monitoring Reports

Members **NOTED** the Bank Account Reconciliation Report/Budget Monitoring Reports up to 30 April 2021 (including Current and Reserve Accounts Balances).

2716/21

Correspondence

The following items of correspondence were **NOTED**. No action to be taken on first 4 items.

- DALC April Newsletter – forwarded 08/04
- DALC Survey on their website – forwarded 15/04
- SDDC Feedback from Flood Liaison meeting – forwarded 19/04
- DALC High Court ruling on the continuation of remote meetings – forwarded 30/04
- DALC Draft letter to lobby Government re. High Court ruling on the continuation of remote meetings – forwarded 30/04

2717/21

Reports from Councillors attending meetings of outside bodies

The Chairman, Councillor Tammy Brown had attended a meeting regarding the East Midlands Intermodal Park on 21 April 2021. The site for this is close to Toyota, on the opposite side of A50. The meeting gave an update on the next steps in the process. No changes are proposed to the planning proposal. There will be a governing body of members including representatives of Derbyshire, Nottinghamshire and Leicestershire Councils and Severn Trent. Leicestershire would be leading body. There would be only 15 people on the governing body, therefore, Parish Council representation was not possible. Goodmans – who are building the park – have been in contact with neighbours to reassure them. They are setting up a website to keep everyone informed.

2718/21

Date of next meeting(s)

The next meeting of the Parish Council would be at **7.00pm on Thursday, 8 July 2021**, held at the Methodist Church, Lower Green, Findern. There would be no meeting of the Council in June unless an Extraordinary Meeting of the Council is convened to co-opt to the three vacancies on the Council.

2719/21

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.

2720/21

Exempt

Items considered: -

A.M. Sports Scheme

Meeting closed at 8.50pm