

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 at the Methodist Church at 7.00pm on 13 October 2022

Present: Councillors T Brown, G Cooke, S Holmes, A Pratt, M Ratcliffe, R Rose, C Smith and M Woodhouse.

Also present: Kate Sharpe (Clerk) and 9 members of the public.

2976/22 Apologies for absence

Apologies were **NOTED** from Councillors B Dosanjh and T Scott.

2977/22 Declaration of members interests

None.

2978/22 Public Speaking

Members of the public:

- A representative of the Findern Footpaths and Conservation Group reported that: -
The group had some soil donated and they had topped up levels. The team had planted over 900 bulbs in the bank. The hay on Cardales Meadow had been cut; some deliberate damage had occurred as a result of some youths rolling the hay bales into structures. The hay bales had now been removed. The damage had been reported to the Police and the Safer Neighbourhood team would visit to offer advice on what can be done. The Picnic Table in the wood had been identified as a risk and this was on the Agenda later for discussion.
- The Chair of the Brook Close residents Committee raised the issue of access to the Brook Close Community Room. They asked for the Parish Council's help in sorting the issues. As this is a District Council building the Clerk advised it is a District matter and therefore would write to the District Councillors asking for their support.
- A resident asked for an update on when the 'Willington Road' sign would be repaired. This had been reported to Highways via their portal and would be followed up by the Clerk.
- A resident asked when the capital works to repair Common Piece Lane would be carried out, as it was in a poor state. The Clerk would contact Councillor Ford for an update.
- It was noted that repairs had been carried out to the footpath at High Pavement; however, the work fell short of the major works promised here. The Clerk would contact Councillor Ford for an update.
- A resident noted that there had been no improvement on the path under the bridge on Bridleway No.11 beside the canal, which still flooded with water in heavy rain. This would be taken to the next Flood Liaison meeting.
- A resident highlighted the poor state of the footpaths at Brook Close, the Chairman would take photos and send these to the Clerk so that the issue could be raised via the Council's portal.
- It was reported that mail was still going missing on Longlands Lane because – though a new sign had been installed, there were no numbers on the sign. The Clerk would go back to the District Council to ask if it was possible to amend the sign.

- There were occasions when children were playing football on The Green despite the 'No Ball Games' signage. There was a discussion about what could be done and the Clerk was asked to approach DALC to find out what were the legal means of enforcing the rule with fines.

Police Liaison Officer:

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

District and County Councillor Reports:

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

- The main item to highlight is the Local Plan. Councillor Ford hoped that many residents had managed to attend the drop-in session held in the Village Hall on 11 October as part of the consultation stage of the District's proposals for the Local Plan. Those who did would have seen how many sites have been put forward around Findern. This doesn't mean that every site will be successful by any means, but Councillor Ford asked that the Parish Council make strong representations to SDDC about the unsuitability of many of the sites proposed. Councillor Ford has also expressed his concerns regarding the application off Doles Lane, where the new application had raised the number of properties from the original 6 to 8.
- Councillor Ford was still trying to get the pest controller down to Highfields.
- Derbyshire County Council was working with Derby City Council and Nottingham City and County Councils with a view to forming a Mayoral Combined Authority. If successful, the Government would allocate multi millions of pounds over 30 years to the area which would be used to help "Levelling Up" with other areas of the country. This money would be used to enhance transport, skills and training, innovation and job creation. It was widely anticipated more funding streams would follow. This new format would not affect the workings of District and Parish Councils.
- SDDC was employing more Planners to help clear a growing back log in the department.
- Frank McArdle, the Chief Executive would be retiring in May 2023. Kevin Stackhouse, the Finance Director had also indicated his intention to take retirement in 2023.

Councillor Andrew MacPherson was not present at the meeting and had not submitted a report.

2979/22

Response to emails from residents

Brook Close security issues

A resident had emailed to say that over time there have been a number of resident's vehicles which appear to have been vandalised parked in Brook Close. The resident enquired whether the Parish Council could support a camera to be installed to collect evidence.

The Clerk spoke to the Housing Officer to get a clearer picture of what was going on, also to raise concerns about a camera being installed as it raises issues around data protection. The Officer advised that there were no plans to install cameras; this would be a last resort. She referred the Clerk to Chris Smith, Communities Team Manager at South Derbyshire who agreed that cameras would be the last resort; however, he would take this up with the police within the Safer Neighbourhood team to see what else could be done.

2980/22

Minutes

RESOLVED that the Minutes of the Ordinary Meeting held on 8 September 2022 be approved as a true record and signed by the Chairman; subject to one amendment: -
Minute 2961/22 a) should read Findern/ Littleover not Findern/Mickleover.

2981/22

Variation of order of business

None.

2982/22

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

None.

2983/22

Chairman's Report

The Chairman welcomed all to the October meeting of Findern Parish Council.

- There had been no Parish Council social events in the last month.
- The Chairman had attended a drop-in session at the Village Hall on 11 October 2022 as part of the consultation being carried out by South Derbyshire District Council on the new Local Plan for the district, this sets out where new housing, employment, retail and other developments should go, up to 2028. It also includes policies that are used to determine planning applications. From the 10 October the council have entered a consultation period with residents regarding issues including housing, jobs, infrastructure, health, climate change and the built and natural environment, they want to hear residents' views; therefore, the Chairman hopes that as many residents as possible would try and drop in to one of the sessions around the district, as their views are very important.
- The audit of accounts for Findern Parish Council for the year ending 31 March 2022 was complete with no issues; the documents relating to the audit can be viewed on the Council's website and notice boards.
- The Book of Condolence for Her Majesty, Queen Elizabeth II was made available at the Village Hall, Wallfield House, Brook Close and the local schools for anyone to sign.

2984/22

Report of the Parish Clerk

a) **Update on Speed Indicator Devices (VAS) - 12 Month Trial Project.**

The Object Licence from DCC would take about 12 weeks to decision; this was submitted on 25 August; therefore, it would be towards end of November before the Council is informed of the decision. The Clerk had applied for funding (£1900) to the PCC on 21 September; have had an acknowledgement of receipt of application but no decision yet.

b) **Update on fly tipping issue at land off Rykneld Road / Burton Road**

The Clerk contacted the agent of landowner about this issue that was highlighted at the previous meeting; however, was advised that he did not think this road falls within their ownership. He believed that the Highways agency was responsible for this; however, he advised that the slip road on the other side has been dealt with by the District Council who put up a barrier to prevent fly-tipping, and therefore suggested the Parish Council take this up with them. The District Council had been contacted; the Officer was investigating and would respond to Parish Council forthwith.

c) Trees at The Hayes

The Clerk approached the District Council to check if there were any plans to fell some of the trees as this was the rumour. The Tree Officer had yet to reply.

d) Risk Assessment on Stanhope Woods, Cardales Meadow and Cote Close

The Council's Health & Safety advisor and the Clerk met with representatives from the Findern Footpaths and Conservation Group to carry out a site visit to Stanhope Woods and Hole, Cardales Meadow and Cote Close; this was for the advisor to assess risk and advise on steps that need to be taken. This risk assessment would be included in the Council's Safety Management system and any recommendations would be carried out.

e) Book of Condolence in the village

In the week prior to the Queen's funeral, a Book of Condolence was made available in The Village Hall for residents to pay their respects. A Book of Condolence was also delivered to both schools in the Parish; also, Brook Close and Wallfield House. All the books will be collated together and the Clerk would seek advice on where this should be sent.

f) Brook Close Community Room

The Clerk contacted the Head of Housing at the District Council to get an update on the re-opening of the Community Room. They had advised that an Officer has spoken to the Brook Close Community Chair; they had discussed social activities in the Community room and it is understood some chair-based exercise sessions have been arranged. There were still some fire safety issues with regard to the tenant in the upstairs flat and their access to the facility; however, they hoped to be able to resolve these issues soon.

g) Bridges at Highfields over Hell's Brook

A notice has now been posted near to the site of the bridges advising that M V Kelly will be working on footpath tie ins to the bridges from 3 October 2022 for 8 weeks.

h) Housing Survey circulated in village

At the previous meeting the Clerk had been asked to look into the reasons for a Housing Survey that was circulating in the village. This had been commissioned by GoDesign planning and delivered by Warwickshire Rural Community Council. The District Council had confirmed the survey was nothing to do with their consultation on the Local Plan. GoDesign had replied to say that they would forward the Clerk's email to their client but that there was nothing to worry about the survey. The Clerk suggested that it may have something to do with a future planning application for the village.

i) Position of noticeboard on The Green

The Clerk asked whether Members had had the opportunity to go and look at The Green and decide the preferred spot to move the noticeboard to from the Parish Rooms.

RESOLVED that the noticeboard be moved to the position over the electric pillar. The Clerk would contact the contractor and have this moved as soon as possible.

2985/22

Members Reports

a) Findern in Relief Fund

Councillor Cooke reported that the Trustees were progressing plans for how individuals could apply to the fund.

b) Stanhope Woods – Licence to Occupy

Councillor Mike Ratcliffe updated the Council on the activity at Stanhope Wood.

During the site visit, the Council's Health & Safety advisor had highlighted that the siting of a picnic table in the wood, where people could congregate, could potentially encourage anti-social behaviour. Her recommendation was to remove the bench.

RESOLVED the Picnic table would be removed as soon as possible.

c) Wildflower areas

Councillor M Woodhouse had recommended that both wildflower areas be cut and raked off. He would then spread wildflower seed there in preparation for the next year.

2986/22

Matters for discussion or determination

a) Lease for Crow Park Way land

Following some concerns raised at the previous meeting the Clerk had gone back to the Land Agent to make further enquiries and was now able to give the following update: -

- Highways England had agreed to extend the lease to 31 May 2025, that was the longest lease they were prepared to give – they want it to be on a 3-year basis. The Land Agent had sent an update lease on this basis. Also: -
- The Land Agent does not envisage at this stage that the lease will not be renewed, however should this change closer to the expiry she would keep us informed.
- In terms of section 10, Findern Footpaths Group's involvement as volunteers carrying out maintenance of the land was not interpreted as sharing of the lease.

RESOLVED that the updated lease be signed and returned.

b) Update on Crossing Patrol from both Primary Schools in Parish

Both schools have now indicated that they do not want to pursue a crossing patrol at their school – mainly for budgetary reasons, even with the Parish Council's support. However, both schools had requested help from the Parish Council to fund signage or parking buddies outside schools. However, the Clerk had contacted Richard Handbury at Derbyshire County Council to ask for advice on what permissions would be required, and unfortunately, he had advised that currently, neither extra signage or parking buddies would be permitted.

c) Car incident at Main Street corner

In view of the recent accident where by a car drifted on the corner of Main Street and ended up in the garden of a house; there was a discussion about whether it was time that more signage was put in place to highlight to drivers the acute bend of this corner. It is believed that the Police attended.

RESOLVED the Clerk would contact Councillor Ford to ask whether he had any advice on what had been discussed about this road black spot; and whether it would be possible to reinstate the chevrons on the corner that used to be there.

d) Arrangements for Remembrance Day 13 November 2022

Members discussed the arrangements for this year's Remembrance Day including when the display on The Green would be installed and when the lamp post poppies would be put up. The Poppy wreath had been obtained in preparation.

RESOLVED to give a donation of £250 under s137 to the Royal British Legion Poppy Appeal for the wreath.

e) Winter Preparation - Snow Warden scheme / salt grit stocks

Members discussed the annual invite for volunteers to join the County Council's Snow Warden Scheme. Councillor M Woodhouse advised that the level of salt grit stocks was good. The Clerk had asked the Lengthsman to check on levels of grit boxes in Findern and report back so that any with low levels could be replenished.

RESOLVED that the Parish Council would not join the County Council's Snow Warden Scheme.

f) Highfields Christmas Tree – permissions and options

The Council had been given permission to install a Christmas Tree on the open space off Tutbury Avenue/Stafford Drive. by Greenbelt and they were giving the Council £650 towards the costs of installing the tree. Highways at DCC have not adopted lighting columns yet; they are still with consortium. Greenbelt would speak to consortium to get permission to use for electricity hook up. The Clerk had applied to Western Power for a Licence for the unmetered electricity.

The Clerk had compiled quotes from LITE and other companies to supply and install the tree. The Clerk recommended that the tree be installed by one contractor to do it all as they would then have liability for the tree and would be available if there were any issues. (The land the tree will be sited on is not owned by the Parish Council.)

RESOLVED that LITE UK Ltd should install a 15 ft tree and do all the preparatory work including tree pit and electric hook up to lighting column. This would cost £2560 for the first year and subsequent years would cost £1550.

g) Christmas Light Switch-On arrangements - Saturday 3 December 2022

This item was deferred until the next meeting.

h) PC donation to support the lighting up of All Saints Church over Winter period

Members discussed whether the Parish Council would support the lighting up of All Saints Church over Winter period. It was acknowledged that, because of the energy costs the Church may not wish to light the church this year; however, this was felt to be their decision.

RESOLVED that the Parish Council would support the lighting up of All Saints Church over the Winter period should the Church decide to go ahead with this.

i) Festive Findern Event

The date for this event had been confirmed as Thursday 22 December, as school closes that day. The group had asked for the Clerk's support in applying for a Road Closure and sorting the First Aid for the event. The Council had received a funding request from the group which was discussed.

RESOLVED that the Clerk could support the event with help around road closure and First Aid provision.

RESOLVED that the Parish Council would support the event with goods or services up to the value of £500. (As the organising group do not have bank account, the Parish Council can only give support by agreeing to pay for elements up to a value.) The Clerk would get a quote from St Johns Ambulance for the First Aid cover. Last year this was £96.00 + VAT, this would have to be included in the £500 support from the Parish Council.

j) Summer event 2023

There was a brief discussion the 'Party in the Park' event planned to be similar to the Jubilee concert that was organised in 2022. Saturday 24 June 2023 had been pencilled in as a possible date for the event. Members had researched singers/bands that could be booked for the event; and Councillor Brown had brought a suggestion to the meeting of the Parish Council.

RESOLVED that Councillor Brown would find out more information about the band suggested, including the costs and this information would be brought to the next meeting. Councillors would continue to research other possible singers or bands

2987/22

Planning Matters

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

Consultations

a) **Ref. No. DMPA/2022/1026 - The Old Forge Nursery, The Green, Findern**

The erection of a 7m x 10m L-shaped garden play room

b) **Ref. No. DMPA/2022/1023 – Land of Doles Lane, Findern**

Redevelopment of open land to the rear of Doles Lane, Findern comprising the erection of eight detached dwellings.

RESOLVED to register concerns to the planning authority about flooding in the area due to the number of natural springs on the land.

Decisions

None.

2988/22

Finance

a) Conclusion of External Audit for 2021-2022

The Council has received the Conclusion of Audit notice from the External Auditor PKF Littlejohn. The audit is clear with nothing to report to Members. The Clerk had prepared and published a "Notice of Conclusion of Audit" which details the rights of inspection, in line with the statutory requirements; and this has been posted to all noticeboards and the Council's website.

b) Members approved the following items for payment: -

Authorised BACS payments – Councillors T Brown and C Smith.

Cheque No./BACS	Payee and Description of service or goods	Nett	VAT	Gross
BACS UTB 27/09/2022	South Derbyshire CVS - Staff salaries September	£1530.12	£00.00	£1530.12
BACS UTB 27/09/2022	PKF Littlejohn LLP – External Audit	£300.00	£60.00	£360.00

BACS UTB 27/09/2022	Viking Direct Stationery – A4 Binders	£22.06	£4.41	£26.47
BACS UTB 27/09/2022	Reimbursement to T Brown for Harvest Festival items to be donated to Padley Food Bank s137 donation	£108.24	£0.00	£108.24
BACS UTB 27/09/2022	Reimbursement to Clerk for stationery, flowers frames and card purchased for Book of Condolence for Her Majesty, The Queen.	£349.78	£63.78	£413.56
BACS UTB 27/09/2022	S Hicklin - Hospital Pyjamas s137 donation	£200.00	£0.00	£200.009
BACS UTB 13/10/2022	Catena Inspection and Engineering Services Ltd.- Lighting column testing for an additional column.	£13.50	£2.70	£16.20
BACS UTB 13/10/2022	Pictorial Limited – reproduction of Remembrance Day signage - Findern’s Fallen, correcting name	£70.00	£14.00	£84.00
BACS UTB 13/10/2022	Viking Direct Stationery – Inks and A4 dividers	£33.98	£6.80	£40.78
BACS UTB 13/10/2022	Shelter Maintenance – bus shelter clean September 2022	£37.30	£7.46	£44.76
BACS UTB 13/10/2022	Clerk’s Expenses from 08/09 to 12/10; phone, WFH allowance, mileage, zoom monthly subscription.	£80.02	£4.23	£84.25
BACS UTB 13/10/2022	The RBL Poppy Appeal – s137 donation for wreath	£tbc	£0.00	£tbc
BACS UTB 13/10/2022	Aucuba Landscapes Ltd. Ground Maintenance work	£536.34	£107.27	£643.61
BACS UTB 13/10/2022	Village Hall – Room Hire for Christmas Event on 03/12/22	£72.00	£0.00	£72.00

c) Members noted Income received: -

Date of credit	From	Into Account	Amount
01/09/2022	Sarah Pritchard / Find Ltd. - Parish Rooms Rent	Unity Trust Bank	£333.33
23/09/2022	Codnor PC - Reimbursement for Stationery	Unity Trust Bank	£105.50
23/09/2022	Aldercar & LM PC - Reimbursement for Stationery	Unity Trust Bank	£105.50
30/09/2022	Rent for Land at Burton Road	NW Current A/C	£1750.00
30/09/2022	Bank Interest A/c No. 99697971	NW Reserve A/C	£4.51
01/10/2022	Sarah Pritchard / Find Ltd. - Parish Rooms Rent	Unity Trust Bank	£333.33

d) Bank Account Reconciliation Report/Budget Monitoring Reports

Members **NOTED** the Bank Account Reconciliation Report/Budget Monitoring Reports up to 30 September 2022 (including Current and Reserve Accounts Balances).

e) Budget Update

The Clerk gave an update on each line of income and expenditure of the budget; making some recommendations. The Budget would be updated and can be seen in APPENDIX.

RESOLVED to approve the recommendations made by the Clerk at the meeting: -

- There was £15,000 in the budget for improvements to the KGV play area; however earlier in the year it was decided not go ahead with this; therefore, this budget line would be reduced to £1000 just to cover repairs to the play equipment.
- The costs for the Jubilee event were over the budget that was set before the start of the year. Most of the additional costs were due to the evening concert event and this had been a learning curve for the Council if it were to repeat such an event in 2023. This budget line would be increased by £2000 to cover the additional costs.
- The delivery of the basketball court was overbudget. This was largely to the increase of material costs and the choice of a multi-sport goal end rather than a plain hoop. £17.8K instead of £12.4K. This budget line would be increased by £5420 to cover the additional costs.
- Costings so far for a Christmas Tree at Highfields were coming in over budget – the costs of installing a tree pit and electrics were significantly higher than anticipated. This line would be increased by £1560. Note that Greenbelt Ltd are putting £650 towards the costs for this.
- There were some projects that had not been progressed yet, and were unlikely to be progressed in this budget year; therefore, Members agreed for them to be deferred to the next budget year and the lines removed for 22/23 budget sheet: -
 - BMX Training Course £2500
 - Safety Measures at Schools £5600
 - Gateway/Village Signs £4600

2989/22

Correspondence

The following items of correspondence were **NOTED**.

- DALC September Newsletter - forwarded 13/09
- SDDC Draft Local Plan Consultation 10 October 2022 onwards - forwarded 14/09
- DALC AGM 20 October 2022 10am to 2.30pm - forwarded 28/09
- DCC Parish & Town Council Liaison Forum on 17 October 2022 - forwarded 28/09
- DCC Briefing Note for Devolution and County Deals - forwarded 28/09
- DALC October Newsletter - forwarded 30/09
- SDDC Civic Charity Dinner for NSPCC Friday 3rd March 2023 - forwarded 06/10

2990/22

Reports from Councillors attending meetings of outside bodies

Councillor T Brown attended the Safer Neighbourhood Forum Meeting on 11 October 2022.

- Swadlincote CVS food bank helped 8 Findern families
- Hillside playing fields- bench to stay where it is, there would be extra bins and tree trimming.
- Safer Neighbourhood scheme funding available to reduce and prevent crime and anti-social behaviour.

2991/22

Date of next meeting(s)

The next Meeting of the Parish Council would take place at **7.00pm on Thursday, 10 November 2022**, at the Methodist Church, Lower Green in Findern.

2992/22

Exempt

None.

Meeting closed at 9.00pm

APPENDIX

INCOME	Precept/Budget 2022/23
Precept (raised via SDDC)	£ 45,947.00
Support Grant from SDDC	£ 1,135.00
Concurrent Function from SDDC	£ 15,745.79
Interest from Business Reserve account	£ 42.00
Parish Room Income	£ 4,000.00
Rent from land on Burton Road	£ 7,000.00
Grants	£ 585.00
Other	£ 211.00
VAT reclaim	£ 8,000.00
Sub-Total	£ 82,665.79
Nominal Transfer from Balances	£ 15,599.21
Total	£ 98,265.00
	Precept/Budget 2022/23
EXPENDITURE	
Grounds Maintenance / Gardening	£ 7,500.00
Parish Rooms/The Green Maintenance&Costs	£ 2,300.00
Findern Amenity Hardware/ Maintenance	£ 2,000.00
Highfields Amenity Hardware/ Maintenance	£ 3,500.00
KGV Playing Field Items	£ 1,000.00
Garden of Remembrance	£ 500.00
Footpath Maintenance	£ 385.00
Bus Shelter Maintenance	£ 1,500.00
Refuse Collection / Dog Waste Bin	£ 3,000.00
Donations S137	£ 2,500.00
Staff Salaries / Payroll	£ 18,900.00
Phone/WFH Allowance/Travel	£ 700.00
Admin. costs.	£ 2,000.00
Chairs Allowance	£ 500.00
Training	£ 500.00
Audit Fees	£ 450.00
DALC / SLCC / ICO SUBS	£ 750.00
Legal Fees/ Risk and Insurance	£ 3,000.00
Christmas event	£ 1,300.00
Easter Event / Jubilee Event	£ 3,500.00
Remembrance Event	£ 500.00
Sportsmobile	£ 1,000.00
KGV Phase 3	£ 17,820.00
VAS / Speedwatch	£ 4,000.00
Stanhope Wood	£ 3,500.00
Afternoon Club at Village Hall	£ 2,600.00
Christmas Tree at Highfields	£ 2,560.00
Contingency / Miscellaneous	£ 2,500.00
VAT	£ 8,000.00
TOTAL	£ 98,265.00