

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 12 January 2023

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

Also present: Kate Sharpe (Clerk) and 8 members of the public.

3029/23 Apologies for absence

None.

3030/23 Declaration of members interests

None.

3031/23 Public Speaking

Members of the public:

- It was reported that residents are continuing to drive their vehicles along the footpath and over verges above the village hall. Councillor Ford is aware of this situation and has referred it to the legal team at the District Council. The Clerk would request an update from Councillor Ford.
- A resident commented that the District Council seemed to have reduced their schedule of grass cuts in 2022; also, had been slow to repair things in the village when reported. The Clerk would write to the Strategic Director with these comments asking for a response. A Councillor would also take the list of issues to the Neighbourhood Forum meeting on 14 February 2023.

Police Liaison Officer:

No report sent.

District and County Councillor Reports:

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

- The County Council budget was showing a £35 million shortfall for the next financial year, this would put real pressure on services, especially non-statutory services
- There had been no news regarding a Highfields bus service and signage. The road markings introduced may have been put there by utilities and not DCC Highways.
- Councillor Ford was following up with Countryside Services regarding the flooding under the railway bridge on the towpath beside the canal
- The Boundary Commission are undertaking a review of County Divisions; work was ongoing and the results would be implemented in 2025. Councillors were usually representing approximately 10,000 residents per Division, many were way above that now in Derbyshire, this one especially with Highfields in Findern and New House Farm on the City Boundary around Mickleover

- The Gulley Jetter was on Burton Road recently cleaning gulleys and jetting pipework. They would be returning to carry out more jetting and investigations. The fall was very shallow and this is not helping getting water clear of the highway
- The Safer Neighbourhood Team attended Findern Primary in the previous week following yet more reports of inconsiderate parking and aggressive attitudes shown by a small minority of parents.
- Councillor Ford was in contact with a resident of Brook Close regarding the continued access issues to the Community Room there; he would continue to act on behalf of the resident.
- South Derbyshire District Council were now working to recruit a new Head of Finance and a Chief Executive. Members were keen to see continuity of services during this transitional period.
- Councillor Ford had received an update on his enquiries with the District Council regarding the fly tipping on Rykneld Road. The District Council had been in contact with Highways England and had asked for a joint site visit to discuss the issues: -
 - The re-installation of the still present defective gate.
 - The removal of waste currently on site.
 - Preventative measures to combat future deposits.

A date had yet to be set for this site visit.

With regard to the investigation in relation to the deposits, limited evidence had been obtained from the site and enquiries were now underway.

Councillor Andrew MacPherson was present at the meeting and gave the following report: -

- There was a Neighbourhood Forum meeting at 6.30pm on 14 February 2023 at Findern Village Hall. Council Officers and Police would be present at the meeting
- There was an issue with access to the Brook Close Community Room after 5pm and at weekends. As the Council had a flexible working rota, Councillor Ford believed access after 5pm and at weekend should be possible and was looking into this with the District Council.

3032/23

Response to emails from residents

The Council had received an email from a resident with queries regarding a number of issues on the Highfields estate: -

- querying when the bus service would be starting through the estate and which route it would be part of.
- querying the plans for the junction of Tutbury Avenue with Rykneld Road.

The Clerk had referred both of these queries to Councillor Ford as these are County Council matters.

- querying when would the marketing signs that stand at both entrances to the estate be removed.

The Clerk had contacted the Consortium to ask when the signs would be removed.

- querying when would Greenbelt take over the management responsibility for all the public greenspace areas.

The Clerk advised that the latest update from Greenbelt was that it would be taking over more public open space in February 2023. The Clerk had chased Greenbelt for an updated plan showing the newly adopted areas; also asking the contact at the Consortium for an update on the opening of the new play area; this was currently closed and flooded.

3033/23

Minutes

RESOLVED that the Minutes of the Ordinary Meeting held on 8 December 2022 be approved as a true record and signed by the Chairman.

3034/23

Variation of order of business

None.

3035/23

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

One item on staffing matters.

3036/23

Chairman's Report

The Chairman welcomed all to the January meeting of Findern Parish Council, and wished all a very happy new year. The Chairman assured all that Members were looking forward to continuing to work on behalf of Findern and Highfields in the coming year.

Members of the Parish Council were pleased to be involved in the Festive Findern celebrations, culminating in the spectacular 'Festive Findern' event which took place on the Green on 22 December 2022. Special thanks go to Dawn Foote and Robert Taylor for all of their behind the scene's organisation; also thanks to all the willing volunteers from the Festive Elves, Findern Social Group, the village hall and Parish Council, without whom this event could not have taken place. The event was extremely well attended and raised £1409.75 for Findern Primary School. Thanks also to the Police Safer Neighbourhood Team for arresting Santa but more importantly for releasing him again! Also, by supporting this local event, Findern made the local and some national newspapers.

3037/23

Report of the Parish Clerk

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

Consultation notices were put up at sites, closing date for the consultation was 9 January 2023 after which there would be a decision made on the Object Licence. SWARCO were unable to hold prices or allow the Council to order and then cancel; there was an increase in prices of £550 (£455 increase on sign, plus £95 on install costs) total £4430 + VAT (Note the Council had funding of £1900 from PCC towards this cost.) Lead times for supply were currently around 8 weeks from receipt of written order. The Clerk would look into courses for qualifications to work in Highway to change location of equipment on quarterly basis.

b) **External Lighting at the Parish Rooms**

The electrician had checked the exterior lights, the two side lights were working, they come on at dusk and go off at dawn; they just need to be switched on at fuse board. The light at entrance was currently on a motion sensor; this is switching on day and night but this can be sorted soon. Again, the light just needs to be switched on at the fuse board.

RESOLVED the Clerk would write a letter to the leaseholder giving an update on the lights; asking for them to be switched on at fuse board and re-affirming that the Parish Council will pay a contribution toward the cost of the electricity.

c) Flooding under canal bridge

The Clerk had contacted the Flood Liaison Forum to confirm any action they had taken; they had just referred the matter back to Rights of Way at County Council as the flooding was 'not a risk to property' and was a recognised Bridleway – no. 11. The Clerk had sent the information again with photos of flooding to Rights of Way at County Council, copying this to Councillor Ford asking for his help in highlighting this issue to Officers.

d) Venue for Parish Council meetings in 2023; split between Highfields and Findern

Highfields Spencer Academy had confirmed they were willing to host meetings at the school once a quarter, therefore, it was suggested that the March, June and October meetings be held at the school in 2023.

RESOLVED that the March, June and October meetings be held at the Highfields Spencer Academy in 2023. Dates and Venues would be posted to Council's website.

e) Oak Tree near A50 underpass (on Bridleway 21)

The Oak tree was on land that was not owned by Highways England or Severn Trent; therefore, the Clerk had reported the tree to Highways at County. Highways had advised that they do not have any information on the ownership. A potentially dangerous tree beside a public bridleway was an issue for the County Council to deal with, so they have advised they would log it and one of their officers would look into it. (Note the tree is covered by a County TPO.)

f) Fly tipping at Rykneld Road

The Clerk had requested help from Councillor Ford on this issue, as it is believed to be Highways land. Following his request for District Officers to look into this, Councillor Ford has sent an update in his report.

g) Speedwatch Group

The Clerk gave an update on the training of new volunteers; one additional volunteer had been confirmed as having completed their online training. The other two possible volunteers have not yet had their online training but had been invited to do this on 12 January.

The Council had received a request to borrow its equipment from the newly re-established Willington group so that they can continue to demonstrate to the village that they were a viable volunteer group.

RESOLVED to allow the Willington group to borrow Findern's equipment.

3038/23

Members Reports

a) Findern in Relief Fund

Councillor Cooke had arranged a meeting with CCLA to sort the investments for the fund. Councillor Brown had circulated the proposed application form to the other Trustees for comment.

b) Stanhope Woods

There was a scheme of work proposed for next year that involved some clearing of dead wood and thinning of trees. As there is a blanket TPO over the area, the Clerk had contacted

the Countryside Officer at the County Council for advice on the way forward. The officer had arranged to meet with the Clerk and representatives of the Findern Footpath Group on Friday, 20 January 2023 to look at the site and give advice.

c) Wildflower areas

Councillor Woodhouse had visited both sites and advised that the Heath Lane site still needed hand raking of leavings before seeding; and the site at the King George V Playing Fields required an application of weed killer to kill off some of the strong grass that grows there.

RESOLVED that the Clerk would ask Easy Growing Landscapes to take on this work; liaising with Councillor Woodhouse on what was required.

d) Local / Neighbourhood Plan for the Parish

The Clerk updated Members on the funding available. Members considered next steps.

RESOLVED that the Clerk, through DALC, would ask other Clerks in parishes that have already gone through the process, for advice and guidance on next steps; also, for recommendations on consultants to work with on the process.

3039/23

Matters for discussion or determination

a) Confirm Easter Events – Highfields and Findern Village

Members considered holding an Easter event or events in 2023 with Dream Parties.

RESOLVED that the Council would hold one Easter event at Highfields. The Clerk would ask the Greenbelt Group whether the Council could hold the event on part of the green space, because as the school was unsure whether their field would be available at Easter. The Clerk would explore availability with Dream Parties.

b) Summer Event 2023 – Findern Fest 8 July, possible band/singer

Members discussed the event with a representative of the Findern Social Group. The Parish Council want to hold their Party in the Park on Saturday 8 July and have asked the Findern Social Group to run their Findern Fest event on the Sunday 9 July.

RESOLVED that the representative of the Findern Social Group would go back to the group to ask whether holding the Findern Fest event on the Sunday 9 July is acceptable.

c) Highfields Spencer Academy – request for funding for bike shed/outdoor area

Members discussed the proposal to fund a bike shed for the school. The cost of the bike shed was around £3000.00.

RESOLVED as the cost of the shed was prohibitive, the Clerk would find out from the school whether other sources of funding were available e.g. PTA fund raising.

d) Extra litter bin at bus stop on Rykneld Road

Members considered a request for a litter bin at the bus stop on Rykneld Road, South of the junction with Tutbury Avenue.

RESOLVED in the first instance to approach the District Council to ask whether this was something that they could provide.

e) Permission Letter for Findern Footpaths to apply for grant

Members considered a request from Findern Footpaths Group for permission from the Parish Council to plant two hedges at Stanhope Wood and Cote Close. This was part of the group's application to the Tree Council for funding towards the purchase of the trees and shrubs needed. The hedges were part of the proposed scheme of work.

RESOLVED The request for permission to plant two hedges at Stanhope Wood and Cote Close was granted.

3040/23

Planning Matters

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

RESOLVED that on the application Ref. No. DMPA/2022/1616, the Parish Council would not object; however, it would record comments asking for details of noise mitigation and consideration of access and egress to the site, at development and operational stages.

Consultations

a) Ref. No. DMPA/2022/1616 – Former Southbound Petrol Filling Station, 34-45 Burton Road A38, Findern

Demolition of existing structures and development of Bio-CNG vehicle fuelling facility comprising fuel dispenser islands, plant compound, landscaping, alterations to access and associated development.

b) Ref. No. DMPA/2022/1539 – Porters Lane, Findern

The demolition of a vacant dwelling at Farm House.

c) Ref. No. DMPA/2022/1551 – 15 Wallfields Close, Findern

Two storey extension to the rear and side of the property.

d) Ref. No. DMPA/2022/1487 – Local Centre, Unit D , Tutbury Avenue, Highfields

Change of Use of Unit D of the Local Centre Retail Park from Sui Generis (Beautician) to Class E (First Opinion Veterinary Practice)

e) Ref. No. DMPA/2022/1233 – Dhami Acres, Bakeacre Lane, Findern

Proposed replacement dwelling from a 2-bedroom bungalow to a 6-bedroom two storey dwelling.

Decisions

a) Ref. No. DMPA/2022/1278 – 9 Cromwell Avenue, Findern

Erection of single storey rear extension

Approved - Delegated Decision.

b) Ref. No. DMPA/2021/1230 – 19 Main Street, Findern

Approval of details required by conditions 7 (bird mitigation strategy), 8 (drainage plan), 10 (materials), 11 (external joinery detail), 12 (window detail), 13 (new openings) and 14 (landscaping) of permission ref: 9/2013/0763 relating to the conversion of barn into living accommodation and the erection of an extension and detached garage with alteration.

Approved - Delegated Decision.

3041/23

Finance

a) Budget setting for 2023/24 and setting of Precept

Members had previously discussed possible projects for 2023/24 civic year at the December meeting of the Council and a draft budget had been prepared. Members considered this draft budget which was submitted to the January meeting for approval.

RESOLVED to approve the budget for 2023/24 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 £46,864.00 be set by the Parish Council. With a Council Tax Base of 1534, this would reflect a 0% increase to households in Findern and equates to £30.55 per year for a Band D property.

- b) Members approved the following items for payment: -
 Authorised BACS payments – Councillors R Rose and C Smith.

Cheque No./BACS	Payee and Description of service or goods	Nett	VAT	Gross
BACS UTB 20/12/2022	South Derbyshire CVS - Staff salaries December	£1,605.78	£0.00	£1,605.78
BACS UTB 20/12/2022	Feature Faces – Face Painting at Festive Findern event. PC paying £55 towards total bill of £150.00	£55.00	£0.00	£55.00
BACS UTB 20/12/2022	SDDC – Supply of replacement parts and cost of labour to repair Springer on KGV	£727.51	£0.00	£727.51
UTB Cheque 300020	SSE Unmetered Electricity supply to Highfields Tree 19 Nov – 1 Dec 2022	£22.94	£1.14	£24.08
DD UTB	Bank Service Charge	£18.00	£0.00	£18.00
BACS UTB 12/01/23	LITE Ltd. Supply of Christmas tree to Highfields including installation of pit, electric work and install and removal of tree	£2560.00	£512.00	£3072.00
BACS UTB 12/01/23	Carter Jonas Licence Fee for land off Crow Park Way 01/6/18 to 31/05/19	£100.00	£0.00	£100.00
BACS UTB 12/01/23	Carter Jonas Licence Fee for land off Crow Park Way 01/6/19 to 31/05/20	£100.00	£0.00	£100.00
BACS UTB 12/01/23	Carter Jonas Licence Fee for land off Crow Park Way 01/6/20 to 31/05/21	£100.00	£0.00	£100.00
BACS UTB 12/01/23	Carter Jonas Licence Fee for land off Crow Park Way 01/6/21 to 31/05/22	£100.00	£0.00	£100.00
BACS UTB 12/01/23	Carter Jonas Licence Fee for land off Crow Park Way 01/6/22 to 31/05/23	£100.00	£0.00	£100.00

BACS UTB 12/01/23	Easy Growing Landscapes – December work	£30.00	£0.00	£30.00
BACS UTB 12/01/23	Findern Methodist Chapel - Room Hire for Sept-Dec 2022 3hrs x 4	£96.00	£0.00	£96.00
BACS UTB 12/01/23	Balance for Entertainers for Festive Findern 22 December Event – Guiding Sparks Circus	£250.00	£0.00	£250.00
BACS UTB 12/01/23	Clerk's Expenses from 08/12 to 11/01; phone, WFH allowance, mileage, zoom monthly subscription.	£70.86	£2.40	£73.26
BACS UTB 12/01/23	Reimbursement to the Clerk for Festoon Lighting purchased for the Christmas Event on 22/12/22	£113.32	£22.68	£136.00
BACS UTB 12/01/23	Shelter Maintenance Invoice for December 22	£37.30	£7.46	£44.76
BACS UTB 12/01/23	Village Hall – Room Hire for Santa Sleigh event	£60.00	£0.00	£60.00
BACS UTB 12/01/23	Viking Direct – Ink and files for Clerk	£50.35	£10.07	£60.42

c) Members noted Income received: -

Date of credit	From	Into Account	Amount
31/12/2022	Rent for land at Burton Road	NAT West Current	£1750.00
03/01/2023	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 31 December 2022 (including Current and Reserve Accounts Balances).

3042/23

Correspondence

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

- DALC December newsletter – forwarded 09/12
- SDDC Neighbourhood Forum Dates – forwarded 04/01
- Email from resident of Highfields thanking Parish Council for the Christmas Tree.

3043/23

Reports from Councillors attending meetings of outside bodies

None.

3044/23

Date of next meeting(s)

The next Meeting of the Parish Council would take place at **7.00pm on Thursday, 9 February 2023**, at the Methodist Church, Lower Green in Findern.

3045/23**Exempt**

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

3046/23**Exempt**

Members made a decision on a staffing matter.

Meeting closed at 9.00pm

APPENDIX

FINDERN PARISH COUNCIL BUDGET 2023 - 2024	
	2022/23 Precept/Budget (Precept +/- 0%, +/- 0% from SDDC on CF, +/- £0 from SDDC on SG) £30.55 per Band D property, CTB 1534
	Budget 2022/23
INCOME	
Precept (raised via SDDC)	£ 46,863.70
Support Grant from SDDC	£ 1,135.00
Concurrent Function from SDDC	£ 2,000.00
Interest from Business Reserve account	£ 100.00
Parish Room Income estimated	£ 4,000.00
Rent from land on Burton Road	£ 7,000.00
Grants	£ 385.00
Other	£ -
VAT reclaim	£ 5,000.00
Sub-Total	£ 66,483.70
Required Transfer from Balances	£ 23,701.30
Total	£ 90,185.00
EXPENDITURE	
Grounds Maintenance / Gardening	£ 8,500.00
Parish Rooms/The Green Maintenance&Costs	£ 5,000.00
Findern Amenity Hardware/ Maintenance	£ 2,000.00
Highfields Amenity Hardware/ Maintenance	£ 3,500.00
KGV Playing Field Items	£ 1,000.00
Garden of Remembrance	£ 600.00
Footpath Maintenance	£ 385.00
Bus Shelter Maintenance	£ 1,500.00
Refuse Collection / Dog Waste Bin	£ 2,500.00
Donations S137	£ 3,000.00
Staff Salaries / Payroll	£ 21,500.00
Phone/WFH Allowance/Travel	£ 700.00
Admin. costs.	£ 1,500.00
Newsletter x 2 per year	£ 1,500.00
Chairs Allowance	£ 500.00
Training	£ 1,000.00
Audit Fees	£ 500.00
DALC / SLCC / ICO SUBS	£ 800.00
Legal Fees/ Risk and Insurance	£ 2,000.00
Election	£ 2,500.00
Christmas event	£ 1,700.00
Easter Event / Summer Event	£ 3,500.00
Remembrance Event	£ 300.00
Sportsmobile	£ 500.00
VAS / Speedwatch	£ 1,200.00
Stanhope Wood	£ 3,500.00
Afternoon Club at Village Hall	£ 2,600.00
Christmas Tree at Highfields	£ 1,800.00
Gateways signs x 4 at entrances to village	£ 4,600.00
BMX Bike training course at KGV	£ 2,500.00
Contingency / Miscellaneous	£ 2,500.00
VAT	£ 5,000.00
TOTAL	£ 90,185.00