

**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 at the Methodist Church at 7.00pm on 12 May 2022**

**Present:** Councillors G Cooke, B Dosanjh, S Holmes, A Pratt, M Ratcliffe, R Rose and M Woodhouse

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

**2902/22      Election of the Chairperson for the year 2022/2023 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 was not present, therefore as soon as possible the Clerk would arrange for Councillor Brown to sign the Declaration of Acceptance of Office.

**2903/22      Election of the Vice Chairperson for the year 2022/2023 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.

**2904/22      Apologies for absence**

Apologies were **NOTED** from Councillors T Brown, T Scott and C Smith.

**2905/22      Declaration of members interests**

None.

**2906/22      Public Speaking**

**Members of the public:**

- A member of Findern Footpaths and Conservation Group asked whether the Parish Council could consider increasing funding for the group; also approaching Derbyshire County Council to ask if the Rights of Way Maintenance grant could be increased in line with inflation as it has stayed static at £385/year for a number of years.  
**RESOLVED** that the two requests would be added to the next meeting's Agenda
- A resident had asked whether there was any update for the District Council on when the Community Room at Brook Close would be re-opened. The residents would like to use it for the Jubilee weekend.  
**RESOLVED** the Clerk would contact the relevant department at the District Council to ask for it to be re-opened as soon as possible.
- A resident asked for the Village Hall committee to ensure there was sufficient bin supplies available on the day of the Village Fete. This was noted by the Committee's Chair.
- A resident of Brook Close asked for the Council's assistance in securing transport to the Liberation Day on 18 May 2022. The clerk asked that details be passed to her by the resident and she would try to assist.

- A resident reported that once again, the penguin bin was no longer talking. The batteries had expired. The batteries were difficult to replace. The Clerk would look in to the possibility of a solar powered supply option.
- The Parish Warden for Highfields reported that there was a large amount of litter on the pavements and roads, which he collected; general waste bins were needed there. Also, a bin was required beside the bus stop from town on Rykneld Road. There was a constant issue of cans and bottles behind the Co-op at Highfields; the Clerk would write a letter to the Co-op explaining their responsibilities to clear any rubbish on what was privately owned land.

#### **Police Liaison Officer:**

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

#### **District and County Councillor Reports:**

Councillors Andrew MacPherson and Martyn Ford had both given their apologies for the meeting. No reports had been submitted.

**2907/22**

#### **Response to emails from residents**

##### **a) Litter and bins at play area on Highfields**

The Council had been contacted by a resident who was dis-satisfied with the size of bin and frequency of bin collection for the play area beside the school at Highfields. The Clerk had advised that this has been reported to Greenbelt and was being monitored.

##### **b) Events at Highfields**

A resident of Highfields had seen the adverts for the Jubilee events and had contacted the Council to ask whether similar events could be held on the Highfields Estate; also, if no such plans were in place, could a shuttle bus or parking be provided for the Jubilee events in Findern.

The Clerk had advised that in the future the Council hoped to be able to run events at Highfields too; however, at the moment the Council does not have access to any land at Highfields to hold events on, though it is hoped that it would have access to some in the future. Also, advised that there was some parking available at the Village Hall for the Jubilee events.

**2908/22**

#### **Minutes**

**RESOLVED** that the Minutes of the Ordinary Meeting held on 14 April 2022 be approved as a true record and signed by the Chairman.

**2909/22**

#### **Variation of order of business**

None.

**2910/22**

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

None.

**2911/22**

#### **Chairman's Report**

The report was given on behalf of the Chairman by the Vice-Chairman, Councillor Mike Ratcliffe who was chairing this meeting. The Chairman had given their apologies to the meeting.

All were welcomed to the May meeting of the Council. Since the last meeting there has been one Parish Council led event, the Easter egg hunt and Easter bonnet competition at the King George V Playing Field on 16 April 2022. It was a beautiful sunny day, lots of happy excited children collected eggs, played games and won prizes; this success is something the Council will continue to build on.

The Annual Parish meeting was held on the 27th April at Highfields Spencer Academy. This meeting is when the Parish Council give a report on the last year but also when local groups and organisations can tell the Parish what they have been doing and pass on important information to residents. Very importantly it is a time that parishioners can tell the Council about any concerns they may have.

The Parish Council wished to give their condolences to the family of Vic Wright, who had recently passed away. Vic Wright was a long-term resident of the village and had been Clerk to the Parish Council for many years.

**2912/22**

### **Report of the Parish Clerk**

#### **a) Update on open space at Highfields**

Further to the emails to the consortium to find out what is happening to the compound area on the corner of Croft Way and Somerton Close, the Clerk had a reply saying there had been a consortium meeting a few weeks ago to discuss the completion of the site (such as the wearing course to roads and handing areas over to Greenbelt). They had also asked the contractor to scale back their compound area and would get an update soon on this. The Council had been assured that in general the residents should start to see some traction on the outstanding works.

#### **b) Update on Licence for Land off Crow Park Way**

Findern Footpaths and Conservation Group wished to apply for a grant to do some works on this land. To do this they needed the landowner's permission. The land agent had been contacted for this permission. The land agent had advised they will refer back to National Highways on this. Regarding the lease, the Head of Terms were with National Highways to review, as they were assessing all land within the portfolio. The land agent said they had chased this and would continue to do so until a response or approved Heads of Terms were received.

#### **c) Update on Noticeboard for The Green**

Derbyshire County Council had confirmed that an Object Licence was not required for the Noticeboard as long as it is situated on land owned by the Parish Council and the siting of the noticeboard did not impede pedestrians. The planning department at South Derbyshire District Council had confirmed that the Council did not need planning permission to erect a notice board, "as the works are deemed permitted by way of Part 12 of The Town and Country Planning (General Permitted Development) (England) Order 2015 which allows local authorities to erect a notice board/information kiosk up to a maximum of 4m high."

**RESOLVED** the Clerk would meet with Councillor Rose on The Green to look at a site for the noticeboard.

d) Painting of Parish Rooms

A contractor had started to paint the exterior of the Parish Rooms. The contractor reported that some of the windows were rotten and would need to be replaced.

**RESOLVED** that the Clerk would make enquiries with the planning department as to whether there were any restrictions on replacement with UPVC windows on this building.

e) Update on Installation of Basketball area, letters to residents

The basketball goal end had been delivered to Woodgrow Horticulture by HAGS. The contractor would pick it up from there when they come to do the groundworks. A letter would be delivered to residents living close to the KGV playing field to inform of them of the works and the expected start date.

**RESOLVED** that the reports be noted.

**2913/22**

**Members Reports**

a) Wildflower area at KGV and tree planting at KGV update

Councillor Martin Woodhouse reported that the wildflower seed had been applied on the area beside the King George V Playing Field, a mixture of annual and perennial; the remaining seed would be given out to any children attending the Jubilee tree commemoration and any remainder sold at the Fete.

b) Findern in Relief Fund

The Trustees had received confirmation that the Nat West account was now in the new trustees' names and they were able to access the account. The Trustees were looking into re-registering the fund with the Charity Commission.

c) Stanhope Woods – Licence to Occupy

Councillor Mike Ratcliffe updated the Council on the Stanhope Wood scheme. The Contractor had carried out the planned work at the woods. The pond had been cleared and a fence built around the pond directing visitors onto a boardwalk that led to a platform. Councillor Ratcliffe intended to invite the landowner to the site so that he could view the work carried out. A programme of monthly maintenance would be drawn up and a decision had to be made by the Findern and Footpaths Group on the amount of work they could manage and what would have to be done by a contractor.

**RESOLVED** that the Clerk would speak with Findern Footpaths Group to draw up a specification of work required; including what would be needed to be done by a contractor.

d) Platinum Jubilee weekend

The Clerk updated Council on the arrangements for the Platinum Jubilee event.

**RESOLVED** the next Jubilee event working group meeting date was confirmed for Tuesday 17 May 7pm via Zoom.

**2914/22**

**Matters for discussion or determination**

a) Consideration of Committee Membership

Members considered the membership of Committees for the civic year 2022/23.

**RESOLVED** that there would be no changes to the membership of Committees.

- 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 revert back to the Standing Orders prior to Covid, removing all amendments that allowed for virtual meetings; also, to re-adopt all Policies and Procedure including Financial Regulations for the civic year without any alteration from the previous year.

- c) Renewal of Council's Insurance from 31 May 2022  
Members considered the renewal notice and premium of £1103.08 for the Parish Council's insurance from BHIB Council Insurance Ltd. An alternative quote had been obtained from Zurich Insurance at £943.54 for a 1-year term of £864.61 for a 3-year agreement.

**RESOLVED** to take out insurance with Zurich on a 3-year agreement as set out in the schedule documents.

- d) Speed Indicator Devices (VAS) - 12 Month Trial Project. Decision on SID Supplier  
Following the decision made at the previous meeting that the Parish Council would apply to take part in the 12 months trial, the Clerk had made enquiries about the process. The Council had expressed its interest in participating in the scheme and had been advised that the first step was to select a supplier and the sites for the SIDs. Quotes had been received from 4 companies supplying SID equipment and Members considered these.

**RESOLVED** that as the information was quite complex, a small working party would be formed of Councillors B Dosanjh, G Cooke and M Woodhouse. These Councillors would consider the information and report back to the next meeting with a recommendation.

- e) Suggestion made for summer craft and activity sessions from Dream Parties at Findern in the Village Hall and/or at Highfields Spencer Academy.  
Members considered the suggestion made for summer craft and activity sessions from Dream Parties at Findern in the Village Hall and/or at Highfields Spencer Academy. Also, the possibility of a 'Welcome to the Parish' event for Highfields at the school or an open space.

**RESOLVED** that this would be deferred until next year as these had not been budgeted for and there were already some dates in place for both Findern and Highfields for the Sport mobile sessions.

- f) Ground Maintenance Issues - Herbicide Policy and Moles issue at KGV.  
Members were asked to consider the use of Herbicides on the land it maintained.

**RESOLVED** that the use of herbicides went against the Council's efforts to improve the local environment with planting of trees and wildflowers. It was suggested that the Ground Maintenance Contractor should raise the cut on The Green to allow the grass to grow longer, and this would discourage the growth of dandelions, which were prevalent there.

Members also considered a request from the Ground Maintenance Contractor to consider the culling of the Moles at the King George V Playing Field. The moles were causing a great deal of damage to the field and this meant that the cut there was taking 4 times longer.

**RESOLVED** to look into the suggestion made by Steve Tiso of the Findern Footpaths and Conservation group on a more environmentally friendly method of removing the moles. In the meantime, the contractor would be advised he could charge for the hours that it took him to carry out the cut.

g) New 'No Ball Games' sign for The Green

Members considered a quote of £40 to replace the damaged sign on The Green.

**RESOLVED** to defer the decision, as the Council intended to move the Noticeboard from the Parish Rooms to The Green and it was suggested that the reverse side of this may be a more suitable place for the sign.

h) Offer to Findern and Highfields schools to support school crossing person

Members were reminded that an amount of money had been included in the budget to support both schools in the Parish with 50% of the cost of funding a school crossing person.

**RESOLVED** that the Clerk would write to both schools to make the offer of funding to support a patrol.

i) Gostiles Footpath stiles – change to disabled access type, speak to landowner

At the Annual Meeting of the Parish, a resident had raised the issue of the stiles on the Gostiles Footpath not being very easy to pass for a less abled person; and it would be easier if these were changed to a kissing gate type.

**RESOLVED** that Councillor Ratcliffe would speak with landowner to explore what was possible.

**2915/22**

**Planning Matters**

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

Consultations

- a) **Ref. No.DMPA/2022/0389 – Findern Primary School, Buckford Lane, Findern,**  
Extension of an existing classroom to create larger learning space with the addition of an intervention room.
- b) **Ref. No.DMPA/2022/0348 – 10 Main Street, Findern**  
Erection of a single storey side extension.
- c) **Ref. No.DMPA/2022/0319 – 1 Penrith Drive, Highfields**  
The erection of a single storey side extension.

Decisions - None

**2916/22**

**Finance**

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

| <b>Cheque<br/>No./BACS</b> | <b>Payee and Description of service<br/>or goods</b> | <b>Nett</b> | <b>VAT</b> | <b>Gross</b> |
|----------------------------|------------------------------------------------------|-------------|------------|--------------|
| BACS UTB<br>27/04/2022     | South Derbyshire CVS - Staff salaries<br>April       | £1575.12    | £00.00     | £1575.12     |

|                      |                                                                                                           |         |         |         |
|----------------------|-----------------------------------------------------------------------------------------------------------|---------|---------|---------|
| BACS UTB<br>27/04/22 | Blueprint Premier Ltd. advertising Jubilee events in Resource Magazine                                    | £114.00 | £22.80  | £136.80 |
| BACS UTB<br>05/05/22 | RBLI Platinum Jubilee 50 x lamp post signs                                                                | £222.98 | £0.00   | £222.98 |
| BACS UTB<br>12/05/22 | Balance to Kniftons Toilets Ltd – deposit for toilet hire for Jubilee event                               | £616.67 | £123.33 | £740.00 |
| BACS UTB<br>12/05/22 | Aucuba Ground Maintenance – remarking of pitches April and Ground Maintenance                             | £496.34 | £99.27  | £595.61 |
| BACS UTB<br>12/05/22 | Pictorial Limited – production of 2 x signs for tree commemoration                                        | £40.00  | £8.00   | £48.00  |
| BACS UTB<br>12/05/22 | Warwick Directories Ltd – advertising Jubilee events in Littleover Life                                   | £155.00 | £31.00  | £186.00 |
| BACS UTB<br>12/05/22 | Easy Growing Landscapes - Mowing at Parish Rooms, Planter Maintenance and GofR Maintenance in April       | £200.00 | £0.00   | £200.00 |
| BACS UTB<br>12/05/22 | Dream Parties – entertainment for Easter Event                                                            | £250.00 | £0.00   | £250.00 |
| BACS UTB<br>12/05/22 | Reimbursement to the Clerk for the purchase of items for Jubilee events                                   | £44.77  | £0.00   | £44.77  |
| BACS UTB<br>12/05/22 | Clerk's Expenses for 14/04 to 11/05; phone, WFH allowance, mileage, zoom monthly subscription.            | £81.66  | £2.40   | £84.06  |
| BACS UTB<br>12/05/22 | Findern Methodist Church – For Room Hire on 13/01, 10/02, 17/02, 10/03, 14/04. Total £14 hrs @ £8.00/hour | £112.00 | £0.00   | £112.00 |
| BACS UTB<br>12/05/22 | Shelter Maintenance – bus shelter cleaning April 2022                                                     | £37.30  | £7.46   | £44.76  |
| BACS UTB<br>12/05/22 | Viking Direct Ltd – Inks for Cllr Smith                                                                   | £27.07  | £5.41   | £32.48  |
| BACS UTB<br>12/05/22 | Viking Direct Ltd – Inks for Clerk                                                                        | £53.33  | £10.67  | £64.00  |

b) Members noted Income received: -

| Date of credit | From                                            | Into Account     | Amount  |
|----------------|-------------------------------------------------|------------------|---------|
| 29/04/2022     | DCC – Community Grant for Jubilee events        | Unity Trust Bank | £200.00 |
| 30/04/2022     | Bank Interest A/c No. 99697971                  | NW Reserve A/C   | £0.20   |
| 03/05/2022     | Sarah Pritchard / Find Ltd. - Parish Rooms Rent | Unity Trust Bank | £333.33 |

- c) Bank Account Reconciliation Report/Budget Monitoring Reports  
Members **NOTED** the Bank Account Reconciliation Report/Budget Monitoring Reports up to 30 April 2022 (including Current and Reserve Accounts Balances).
- d) End of year accounts for 2021/22 Receipts and Payments  
Members **NOTED** the draft end of year accounts for 2021/22, which would be submitted to the Internal Auditor.

**2917/22**

**Correspondence**

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

- DALC April Newsletter – forwarded 21/04
- Consultation on Oaklands Solar Farm – forwarded 21/04
- PCC invite to South Derbyshire Parish Councillor's Summit – forwarded 29/04

**2918/22**

**Reports from Councillors attending meetings of outside bodies**

None.

**2919/22**

**Date of next meeting(s)**

The next Meeting of the Parish Council would take place at **7.00pm on Thursday, 9 June 2022**, at the Methodist Church, Lower Green in Findern.

**2920/22**

**Exclusion of press and public**

None.

**2921/22**

**Exempt**

None.

**Meeting closed at 8.30pm**