

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 Highfields Spencer Academy, Tutbury Avenue, Highfields at 7.00pm on 12 October 2023

Present: Councillors T Brown, G Cooke, B Dosanjh, H Hettmann, S Holmes, M Ratcliffe, C Smith and M Woodhouse.

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

3160/23 **Apologies for absence**
No Apologies were **NOTED**.

3161/23 **Declaration of members interests**
None.

3162/23 **Public Speaking**

Members of the public:

- A resident reported that there were parking issues outside Findern Primary School at school drop off and pick up times. The Clerk would contact Safer Neighbourhood Team to ask for police to attend at these times.
- A number of residents had attended to flag up their objections to the planned development of the land at Porters Lane. There were concerns that, as residents had only just been notified by letter, there was insufficient time to respond. The Clerk would contact the planning department at the District Council to request an extension to the consultation deadline.
- A resident asked for the white lines around The Green to be repainted as they had faded and were not clear.
- A resident updated the Council about the plans to hold Findern Fest once again at Christmas. The date would be Friday, 22 December 2023, the last day of school.

Councillors declaring an interest:

Councillors Ratcliffe and Dosanjh spoke at this point as residents in the village, raising their concerns about the planned development of the land at Porters Lane.

Police Liaison Officer:

The South Derbyshire Safer Neighbourhood Team (SNT) had not submitted a report for the meeting. Residents should note - information about the work of the SNT can be found on the Mercia SNT Facebook page. Also, these are the many ways residents can report crimes or incidents, including: -

- Facebook – send a private message to the Derbyshire Constabulary Main Facebook page
- Twitter – direct message the contact centre via @DerPolContact
- Website – There are several crime reporting tools on the website or online contact form
- Phone – call the police on 101 for non-emergency matters.

P1340

District and County Councillor Reports:

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

- I have been contacted by a member of Highfields, who is concerned with problem parking on the estate. I spoke to various parties including the Police, parking is covered by both Police (usually PCSOs, Police Community Support Officers) and the County Council (always CEOs, Community Enforcement Officers). There is some cross over in responsibilities, please see here a link to a useful summary found on DCC website; <https://www.derbyshire.gov.uk/transport-roads/roads-traffic/parking/parking-enforcement/civil-parking-enforcement-cpe.aspx> . This information was passed to the resident concerned.
- A Highfields resident has complained to SDDC about the condition of several communal flower bed areas. This was investigated by SDDC and dismissed as the responsibility of the estate maintenance company, Greenbelt. However further investigation shows this is not the case. Several flower bed areas remain the responsibility of the developer, in this case Miller Homes, the resident has been encouraged to contact their Care Department. The ownership of communal areas on Highfields is a complex mix of Developer, Greenbelt and some are DCC.
- I have had several emails about the unfinished play area (NEAP) on the estate. I have made contact with a good representative at Barrat Homes, good progress is finally being made. Update as of today 13/9/23, is the play equipment is all installed, ROSPA have been employed to complete a required NEAP Safety inspection. The results are expected within days, assuming the NEAP is passed then the temporary Herras Fencing will be removed and the NEAP opened for business. So hopefully very soon. Completion of the adjacent sports pitch (behind the NEAP) is further from completion. A contractor is still to be finalised, once a contract is awarded meetings will be held to agree timescales and a safe method of work. Expect meeting later this year, completion spring next year, all tbc. Please note the NEAP may or may not have to close temporarily to complete this work.
- SDDC held a Repton Area Forum Meeting (this is area 2, covering Findern, Willington, Stenson Fields and Repton) last week in Willington. Police, SDDC Officers, many
- Councillors (Parish, District and County) and Derbyshire CVS all attended. Only 2 members of the public though. Next forum meeting is expected Feb 2024.
- SDDC are repeating last years 'free tree scheme'. In short, go online during October and individuals can claim 2 free tree plants. Organisations can claim up to 10.
- Derbyshire CVS are having a roadshow; the Clerk should have received an email. Closest location to us will be Mercia Marina on Monday 18th, 10 to 1pm.
- Nothing has come up at SDDC Planning Committee for Findern.

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

- I have asked DCC to confirm the state of adoptions of the highway on Highfields, plus the possibility of instigating the bus service. Highways have replied to say the developer has to evidence that all the infrastructure, above and below ground has been constructed and signed off to an adoptable standard. When this can be audited the County can then start the process. It all hinges on the developer I'm afraid.
- Common Peace Lane has received long awaited repairs.
- You will have received a copy of the County Council's Nature Recovery Strategy, which shows the way how the county will improve our natural capital, bio-diversity and ecology over the coming years.

- DCC have pledged to plant 1.000,000 trees. Anyone who has planted at tree since June 2021 can go to the DCC website and register the location, all going towards the pledge.
- County Council believes it does not have any RAAC in any of our buildings.
- It is disappointing to see the amount of dog mess around the village again, I will ask our wardens to come out to take a walk around. Porters Lane seems a particular “Hot Spot”
- I have received several comments regarding SDDC Planning Application DMPA/2023/1068, Porters Lane. My own observations are concerning the amounts of access points, 3, onto the lane, size and scale of buildings and number of properties proposed. I will be making these on the SDDC Planning Portal. I will also be asking that the application notice is reinstated. I will be requesting a site visit by the Planning Committee and that the application is determined at a future Committee. I will say I am in favour of this site being redeveloped, but it needs to be sympathetic to the local environment and a careful replanting scheme conditioned.

3163/23

Response to emails from residents

a) Completion of roadworks on Highfields

A resident emailed asking when would the remaining part of Tutbury Avenue be tarmacked and when would the bus service commence.

The Clerk had emailed the contact at the consortium for an update; also had contacted the County Councillor to ask whether they could approach the Highways department at the County Council to ask whether they had any update on when the roads would be completed.

b) Completion of play area on Highfields

A resident emailed asking when the play area on Highfields would be opened. As of last week, this was still surrounded by Herras fencing and there were still bricks and wheel barrows lying around. Residents had broken through fencing to use the play area.

The Clerk had contacted the consortium with pictures of the play area. Since then, the Parish Warden had advised that the play area had been opened. Disappointingly the bins were too small on the play area; they were full already with litter on the ground and in the car park area. The Clerk would flag this as an issue with the Consortium.

c) Lack of safety measure at the balance ponds on Highfields

Residents were concerned about the various balance ponds to the south of the development, particularly the one nearby the play area; they were asking why these are not properly fenced off to prevent children entering; and should there be a lifesaving buoy in case a child enters the lake or ventures on it when frozen over.

The Clerk contacted Greenbelt Group to check whether these were their responsibility. Greenbelt advised that though the ponds would be transferred to them eventually, before this they would need a RoSpA water safety report that should highlight what safety measures were needed. The Consortium was responsible for these ponds until they comply with planning and Greenbelt accept handover. There had been no communication between Greenbelt and the Consortium to begin the process of taking these on. The Clerk had now emailed the contact at the Consortium requesting a time line of when this would happen.

d) Safety Measure on Alton Way/Tutbury Avenue on Highfields

A resident reported that there was a priority sign post when entering from Callow Hill Way to Alton Way on Highfields. Residents of Alton Way were parking their cars just in front of

the priority sign, so that drivers could not see it; this resulted in oncoming vehicles having to carry out an emergency stop if any one came from the opposite direction. The resident reported that four accidents had happened because of the parked vehicles in that road. The resident asked whether it was possible to put a no parking sign there to stop any one parking in front of the priority signed area.

The Clerk had advised the resident that it was Highways at Derbyshire County Council who would have responsibility for road safety and who would ultimately look at any necessary measures for the road through Highfields. However, the Clerk had mentioned that, as the road surface had not yet been fully completed by the Developers' contractors, the road had not yet been adopted by Highways.

e) Footpath over bridge on Buckford Lane to Findern School

The Council had received an email from a resident advising that the footpath over the bridge on Buckford Lane to Findern School was impeded by brambles and weeds; making it difficult for children and parents to walk safely to school.

The Clerk had contacted SDDC to ask if this area was the responsibility of Highways and should be cut by the District Council under their Highways contract.

3164/23 **Minutes**

RESOLVED that the Minutes of the Ordinary Meeting held on 14 September 2023 be approved as a true record and signed by the Chairman of the meeting.

3165/23 **Variation of order of business**

None.

3166/23 **To determine which items, if any, of the Agenda should be taken with the press and public excluded**

There was one item to be taken with public and press excluded, the rent review for the Parish Rooms.

3167/23 **Chairman's Report**

The Vice-Chairman, Councillor M Ratcliffe read out the Chairman's report.

The Chairman welcomed all to the September meeting of Findern Parish Council; giving her apologies for being unable to attend the September meeting. She also welcomed the new councillors to their first full meeting. Though the Council hadn't met in August, it had still been busy working on the behalf of residents.

It was noted that, so far, the drainage work completed at Bridge 20 over the canal seems to be working in terms of reducing the flooding. Also, that Common Piece Lane had been fully resurfaced.

The VAS sign had been in operation for a few weeks, on the approach road to the south of the village; having looked at the data we are pleased to report that it appears to be having a positive impact on reducing speeding through the village. The sign will be moved every 3/4 months around the other sites in the village.

Over the summer there had been 4 activity sessions provided in partnership with Active South Derbyshire, 2 at Highfields and 2 at Findern. The weather was not at its best at times, but these were fairly well attended.

Report of the Parish Clerka) **Review of Summer Activities at Hillside / Highfields Spencer Academy**

As mentioned by the Chairman, the Parish Council supported Active South Derbyshire with funding in order for them to deliver four free activity sessions for young people over the summer. Two of these were held at Highways Spencer Academy and two at Hillside Recreation Park in Findern. Councillor Smith reported that at the morning session at Highfields on July 26th there were 137 children registered altogether. At the August 16th afternoon session at Highfields, the age range was slightly higher, and there were 48 kids registered. Overall, the turnout was far better than the evening sessions last year. It was perfect weather both days, lovely atmosphere, grateful parents - many offered to contribute to cost! Staff in charge were punctual, great with equipment and kids. Thanks to Highfields Spencer Academy for the use of their school playing field. Councillor Brown had reported that numbers at the Hillside sessions were not so high with about 20 children attending each.

b) **Flooding under bridge on Bridleway alongside canal**

As mentioned by the Chairman, the County Council had completed the drainage works at the canal bridge in an attempt to alleviate the flooding issue under the bridge. So far, the work seemed to have reduced the risk of flooding. Please let the Clerk know if there were any further issues there.

c) **Parish Council supporting Harvest Festival**

The Parish Council had been asked to take part in this year's Harvest Festival at All Saints Church on 24 September 2024. It was **RESOLVED** that the Parish Council would purchase food items to the value of £100, which would be taken from the s137 community funding. The items would be taken to the church for donation to the food bank.

The Report was **RECEIVED** and **NOTED**.

Members Reportsa) **Findern in Relief Fund**

Councillor Cooke was not present at the meeting and therefore no update was given.

b) **Stanhope Woods**

Standing Orders were suspended to allow a member of the Footpaths Group to speak.

The Footpaths Group have been successful in obtaining a grant to support the development of the Education Centre. Councillor Ratcliffe had spoken to the landowner of Stanhope Woods about the planned development and he has confirmed he supports this; particularly if it educates children about the role of agriculture in the food chain. He also had confirmed verbally that he was happy about the planned work at the wood including obtaining a felling licence. The Footpaths group continue to attract corporate volunteers to help with the physical work of planting and clearing at the various sites. A representative of CPC Civils, the contractor for Severn Trent, had approached the Footpaths group with the offer to support them with sustainable planting and obtaining the stand pipe requested by the group.

RESOLVED that Councillor Hettmann would liaise with the Clerk on the application for the felling licence.

Standing Orders were re-instated

c) **Local / Neighbourhood Plan for the Parish**

The decision on the application to the District Council to designate the area to be covered by the Findern Neighbourhood Development Plan had been delayed; the application would be considered at the committee meeting on 21 September 2023. The officers from the planning department would be in contact with the Parish Council once the designation of area had been approved; to discuss next steps and to advise the Council on the funding available to support the process.

RESOLVED that an update would be brought to the next meeting.

d) Warm Welcome

Councillor Brown had submitted the following report: -

Numbers are holding steady at between 25-35 people attending each week. The club were planning on continuing throughout the winter, with more funding becoming available. All are welcome to attend.

3170/23

Matters for discussion or determination

a) Remembrance arrangements for Village Green – Sunday 12 November 2023

Members discussed arrangements for the Remembrance Day ceremony this year. It was noted that the Purple Poppy was ready for the Remembrance installation. Members were asked to consider purchasing a female figure to be included in the display on The Green that would represent all of the service woman who took part in both wars.

RESOLVED to purchase one female figure from the Royal British legion at a cost of £200.

b) Arrangements for Christmas 2023

Findern Village

Propose Friday 1 December as the date of the event (not the Sunday as previously suggested) starting at 5pm or 5.30pm with Christmas Tree Switch-On on The Green with music and countdown to switch-on; then back to Village Hall for mulled wine & mince pies, Santa's grotto, and children's entertainment. Councillor Brown had confirmed she was available; however, the Clerk was not available this year. Therefore, 2-3 other Councillors would have to make themselves available to help throughout event, including set up and clearing up afterwards. Because Highfields switch-on will be the same evening, another entertainer had been sourced for the Findern's event – Loopy Lou.

There were two options: -

- 1) Loopy Lou: magic show, mini disco and games – one person for two hours - £195
- 2) Loopy Lou: magic show, mini disco and balloons; with another entertainer for one hour to do balloons alongside Loopy Lou so all children get a balloon - total for two persons - £345.

RESOLVED to agree to option 2) with two persons.

Highfields

Tree Installation - The quote from LITE Ltd. was £2385 + vat with tree and £1375 + vat without. LITE Ltd were happy if the Council wanted to source the tree themselves and have it installed ready for them dress. Lite quoted £990 + vat for a 20ft tree, which also included the collection, delivery, installation, removal and shredding of the tree. Mr Christmas Tree (Robert Massie) quoted £825 + vat for a 20ft display tree, this included tree with delivery,

install and removal. Councillor Woodhouse had also looked for quotes for a tree but had been unable to find a suitable supplier of a 20ft tree.

RESOLVED that the Council would have LITE Ltd. supply, install and dress the tree at a cost of £2385 + vat. The Clerk would contact Greenbelt Group to ask if they would support with some funding towards the cost of the tree.

Christmas Light Switch-on event - proposed also for Friday 1 December, starting around 5pm or 5.30pm. Christmas Tree Switch-On on Stafford Park with music then countdown, then back to Highfields Spencer Academy; the school would host refreshments and entertainment and may combine with their Christmas Fair. Their Lead was hoping PTA/Parents would get involved and organise and serve refreshments, with the Parish Council donating mulled wine, hot chocolate and mince pies.

Need one Councillor do the countdown and 2-3 Councillors to make themselves available to help at school.

Entertainment would be Dream Parties, Gill Stannard and 2-3 others helping, involving games, music, disco for 2 hours, cost £250.

RESOLVED to book Dream Parties at a cost of £250.

Festive Findern

Festive Findern Group were planning to deliver another Christmas event this year – the suggested date was the last day of school, Friday 22 December 2023.

The group had asked for funding to support the event – last year the Parish Council gave £500 towards services which were booked and paid for by the Parish Council.

RESOLVED to support the event with £550 towards services which would be booked and paid for by the Parish Council.

c) Confirm bands for Summer Event – Party in the Park 6 July 2024

The Clerk has circulated some links to suggestions of bands for the summer event in 2024. Though some time away, the Council did need book acts asap.

RESOLVED that as not all Councillors had looked at the information sent, they would do so in the next couple of days and let the Clerk know their preferences on acts.

d) Moving of Speed Indicator Devices (VAS), reporting data and suggestion of additional unit

Councillor Holmes shared the data downloaded from the unit since it was installed on 27 July 2023. The plan was to download and compare the data each month. It would also be shared with the Highways department.

There was a query on whether the 30mph site to the south of the village should be moved. The Clerk would visit the site with Councillors to look into this.

There was a query on whether the Council should purchase another VAS unit to use on the north side of the village, so each unit would swap between two sites rather than one unit between four sites. The Clerk would look into other options and bring the information to the next meeting,

Hornsby Tarmac and Drainage, a company with the necessary training and licences to work in the Highway, had quoted to move the equipment every 3 months or so to another site. This will cost £250 each move, compared to the £285 quoted by the supplier of the equipment, SWARCO.

RESOLVED for the sake of £35 to ask SWARCO to move it for £285 per time.

- e) Findern Footpaths Group – request for funding for further work at Stanhope Wood
Members considered a request for £1000 funding from Findern Footpaths Group for work to be carried out at Stanhope Wood; also, for the purchase of some additional tools.

Councillor H Hettmann had declared an interest in this item therefore, he had left the room whilst the item was discussed.

RESOLVED to award £1000 funding to the Findern Footpaths Group.

- f) Parish Rooms – options and costs to replace windows
Members considered the quotes for replacing windows at the Parish Rooms.

RESOLVED to defer this item until the spring.

- g) Offer from Froom's Dahlias to Sponsor/plant up planter at Bakeacre Lane
Members considered an offer from Froom's Dahlias to sponsor / plant up the planter on the corner of Bakeacre Lane and Doles Lane for next summer.

RESOLVED that Froom's could sponsor the planter. The Clerk would confirm when this would be planted; also suggesting that both planters at this junction be included.

- h) Confirm Committee Membership for Civic year
Members considered the membership of the various Committees and Working Groups for the current civic year, 2023/24.

RESOLVED that the Councillors named in Appendix 1 should be confirmed as members of the various Committees and Working Groups. The Clerk would ask retired Councillor, Rosemary Rose whether she wished to remain on the remembrance Working Group.

3171/23

Planning Matters

Councillor M Ratcliffe had declared an interest in planning application DNP/2023/1068; therefore, he had stepped out of the room whilst that planning application was discussed.

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

Consultations

- **Ref. No. DMPA/2023/1068 - Farm House, Porters Lane, Findern**
Erection of seven dwellings to replace existing farmhouse.

RESOLVED that the Parish Council would object to this planning application; the Council is not against development at the site; however, they felt that the development should be more sympathetic to the environment. The Clerk would contact the planning department at the District Council to ask for the consultation deadline to be extended.

- **Ref. No. DMPA/2023/1072 – 45 Alton Way, Highfields**
Erection of single storey rear extension.

Decisions

- **Ref. No. DMPA/2023/0831 – 54 Hillside, Findern**
The erection of extensions and alterations.
Approved (Delegated Decision).

3172/23

Finance

a) Conclusion of Audit 2022 – 2023

The Council had received the Conclusion of Audit notice from the External Auditor, PKF Littlejohn. The audit identified 1 item to report to Members, which was also mentioned by Internal Auditor; Chairman's Allowance must be paid through payroll, or can be paid to the Chairman on presentation of receipts for items. The Chairman has opted to be paid on presentation of receipts for items. 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
DD NW Current 18/07/2023	EON Electricity supply to the pillar on The Green	£24.55	£1.23	£25.78
BACS UTB 25/07/2023	Findern Village Hall – Room Hire VAS Data training	£12.00	£0.00	£12.00
BACS UTB 25/07/2023	South Derbyshire District Council - Operational checks on Play equipment at KGV	£54.65	£10.93	£65.58
BACS UTB 25/07/2023	Firs Farm Nursery Summer Planting	£833.94	£166.79	£1000.73
BACS UTB 25/07/2023	Total Hire Sales - generator hire for summer event	£261.58	£52.32	£313.90
BACS UTB 25/07/2023	Tammy Brown reimbursement for purchase (Chairman's allowance)	£50.00	£0.00	£50.00
BACS UTB 25/07/2023	South Derbyshire CVS - Salaries for July	£1899.37	£0.00	£1899.37
BACS UTB 16/08/2023	EON Electricity supply to the pillar on The Green	£20.25	£1.01	£21.26
16/08 Multipay Card	Amazon EU Sarl UK Branch - Black Cable Ties	£4.98	£0.99	£5.97
16/08 Multipay Card	Ebay Apple Iphone 8	£109.98	£0.00	£109.98
16/08 Multipay Card	Ebay Apple Iphone 8 case	£3.79	£0.00	£3.79
16/08 Multipay Card	Monthly Card charge 02/08	£3.00	£0.00	£3.00
BACS UTB 23/08/2023	Findern Methodist Church for Room Hire April to July	£120.00	£0.00	£120.00

BACS UTB 23/08/2023	Find of Findern Ltd. Contribution to electricity for outside lights - 2 quarters	£91.00	£0.00	£91.00
BACS UTB 23/08/2023	Findern Methodist Church for Room Hire Jan - Feb	£48.00	£0.00	£48.00
BACS UTB 23/08/2023	1st Willington Scouts Group - Contribution towards food taken by band and first aid	£69.50	£0.00	£69.50
BACS UTB 23/08/2023	Fox Grounds Maintenance – work in July	£400.00	£80.00	£480.00
BACS UTB 23/08/2023	Easy Growing Landscapes -work in July	£160.00	£0.00	£160.00
BACS UTB 23/08/2023	St John Ambulance for first aid at summer event	£105.60	£21.12	£126.72
BACS UTB 23/08/2023	South Derbyshire District Council- Operational checks on Play equipment at KGV	£54.65	£10.93	£65.58
BACS UTB 23/08/2023	Tammy Brown reimbursement for purchase (Chairman's allowance)	£21.95	£0.00	£21.95
BACS UTB 23/08/2023	Otis Limited Annual service of lift in Parish Rooms	£241.44	£48.29	£289.73
BACS UTB 23/08/2023	Tammy Brwon reimbursement for items bought for Harvest Festival / Food Bank s137	£100.00	£0.00	£100.00
BACS UTB 23/08/2023	South Derbyshire CVS - Salaries for August	£1755.37	£0.00	£1755.37
BACS UTB 23/08/2023	PKF Littlejohn - External Audit Fee	£315.00	£63.00	£378.00
BACS UTB 23/08/2023	SWARCO Ltd Supply and installation of VAS Equipment and warranty	£4627.50	£925.50	£5553.00
BACS UTB 15/09/2023	Fox Grounds Maintenance – work in August	£400.00	£80.00	£480.00
BACS UTB 15/09/2023	Easy Growing Landscapes -work in August	£200.00	£0.00	£200.00
BACS UTB 15/09/2023	Clerk's expenses for 13/07 – 13/09 phone, mileage, WFH allowance, postage and Zoom subs.	£111.86	£5.20	£117.06

c) Members noted Income received: -

Date of credit	From	Into Account	Amount
31/07/2023	Interest on account	Nat West Reserve	£28.25
01/08/2023	Sarah Pritchard / Find Ltd. - Parish Rooms Rent	Unity Trust Bank	£333.33
01/09/2023	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 August 2023 (including Current and Reserve Accounts Balances).

3173/23

Correspondence

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

- Derbyshire Association of Local Councils July newsletter – forwarded 10/07
- Police and Crime Commissioner’s Newsletter – forwarded 12/07
- Derbyshire Association of Local Councils August newsletter – forwarded 21/08
- Derbyshire Association of Local Councils September newsletter – forwarded 06/09
- Invitation for Parish Council to Licensing Service for Reverend Alicia Dring 14 September
- Thank you from retiring Councillor, Rosemary Rose

3174/23

Reports from Councillors attending meetings of outside bodies – None

3175/23

Date of next meeting(s)

The next Meeting of the Parish Council would be held **at 7pm on Thursday, 9 November 2023**, at the Methodist Church, Lower Green, Findern, DE65 6AD.

3176/23

Exclusion of press and public – if required

It was **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.

3177/23

Exempt

Councillors discussed the rent review for the Parish Rooms.

Meeting closed at 9.10pm

APPENDIX 1

Committees and Working Groups – Civic Year 2023 to 2024

- **Parish Council:** Chairman - Councillor Tammy Brown and Vice-Chairman - Councillor Mike Ratcliffe
- **Finance Committee:** All Members of Council
Chairman of Committee – Councillor Tammy Brown
- **Human Resources Committee:** Councillors Mike Ratcliffe, Manjit Bram and Chris Smith
Chairman of Committee – Councillor Chris Smith
- **Planning Committee:** Councillors Baldip Dosanjh, Simon Holmes and Adam Pratt
Chairman of Committee – Councillor Baldip Dosanjh
- **Remembrance Day Working Group** All Councillors
Ask retired Councillor, Rosemary Rose to remain in the Working Group.
- **Christmas Working Group:** All Councillors
Chairman – Councillor Tammy Brown
- **Cemetery / Garden of Remembrance Working Group:** Councillors Mike Ratcliffe and Martin Woodhouse
Chairman – Councillor Mike Ratcliffe
- **Recreation / King George V Playing Field Working Group:** All Councillors
Chairman – Councillor Tammy Brown
- **Stanhope Woods Working Group:** Councillors Tammy Brown, Hans Hettmann, Mike Ratcliffe and
Chairman – Councillor Martin Woodhouse
- **Neighbourhood Plan Lead** – Councillor Graham Cooke? Confirm Councillor Cooke still wishes to be the Lead.
- **Complaints Committee:** The Chairman and Vice-Chairman of the Parish Council will deal with any complaints in the first instance.