Clerk: Mrs Kate Sharpe
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3 October 2025

An **Ordinary Meeting of Findern Parish Council** will be held at Findern Methodist Church, Lower Green, Findern on **Thursday, 9 October 2025 at 7.00pm.**

PRESS AND PUBLIC ARE WELCOME TO ATTEND.

Kate Sharpe
Clerk/RFO to Findern Parish Council

AGENDA

1. To receive apologies of absence and requests for dispensation
2. Declaration of Members Interests
   Members must ensure that they complete the Declarations of Interest column on the signing in sheet, prior to the start of the meeting. This enables Members to declare the existence and nature of any disclosable pecuniary or other interests they have in the subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
3. Public Representation (15 minutes)
   - 3.1 At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members of the Council to comment on any matter already on the Agenda. Individuals may speak for no more than five minutes. This time period may be extended at the Chairman's discretion.
   - 3.2 If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however, will restrict Police matters they raise to those relating to their Council Ward
   - 3.3 Members who have declared a pecuniary interest but wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
4. Issues/requests highlighted by email or via website contact
5. To approve the Minutes of the Ordinary Meeting held on 11 September 2025
6. To determine any variation of the Order of Business
7. To determine which items, if any, of the Agenda should be taken with the press and public excluded.
8. Chairman's Report
9. Report of the Parish Clerk
   - 9.1 Update on work at Public Open Space / Sports Pitch
   - 9.2 Flooding on Buckford Lane – DCC Response
   - 9.3 Bus service for Highfields – comment from Councillor Ford
   - 9.4 Electric supply for Highfields Christmas Tree – Deed of Easement

10. Members' Reports
    10.1 Findern in Relief Fund update - Councillor G Cooke
    10.2 Stanhope Wood update - Councillor H Hettmann
    – Update on access to water - Councillor Ratcliffe
    10.3 Local / Neighbourhood Plan for the Parish - Councillor T Brown
    10.4 Warm Welcome Club - Councillor T Brown
    10.5 Vehicle Activated Signage Units - Councillor S Holmes
    10.6 Porters Lane development - Councillor Ratcliffe

11. Matters for discussion or determination
    11.1 Quotes for repair work required on surfacing around play equipment on KGV
    11.2 Remembrance arrangements for Village Green – Sunday 9 November 2025
        - Lamp post Poppies
        - Wreath donation
    11.3 Arrangements for Christmas Events 2025: -
        - Highfields – confirmed date is Friday, 28 November 2025, 5.30pm-7.30pm
          Note: Lighting column issue for Highfields Christmas Tree – back up plan
            - Permission to host the event on site from Greenbelt plus requested funding
            - Singer and PDP Characters confirmed for Highfields event
            - Confirm Councillors' availability for Highfields Event, logistics of getting tables etc.
            - Refreshments
            - Gifts for children
        - Findern – confirmed date is Saturday, 6 December 2025. 5.15pm-7.30pm
            - Dream Parties
            - Refreshments
            - Santa's Grotto and his elves/ Gifts for children
    11.4 Findern Fest 19 December 2025, moved to Village Hall – Risk assessment and Insurance
    11.5 Party in the Park 11 July 2025 – supporting acts confirmed. Sound Support needed?
    11.6 KGV Goal Post replacement costs
    11.7 Big Screen Football for World Cup
    11.8 SDCVS Winter Giving Campaign - Request for donation
    11.9 Support All Saints Church with funding towards cost of exterior lighting over the winter

12. Planning Matters
    12.1 Consultations
        - **Ref. No. DMOT/2025/0119 Farmhouse, Archway Motors site, Findern**
          Approval of details required by conditions 3 , 4 , 5 6, (Surface Water Drainage), 7 (Contamination), 9 (Wheel Washing), 10 (Highway Construction Management Plan), 11 (New Access on Doles Lane), 12 (Estate Street Details) , 13 (Tree Protection), 16 (Future Management) and 19 (Boundary Treatment) of permission ref. DMPA/2021/0680 relating to the demolition of existing buildings and the erection of 16 dwellings and associated works.
    12.2 Decisions
        - **Ref. No. DMPA/2025/0827 15 Hillside, Findern**
          Erection of a first-floor rear extension.
          Approved (Delegated Decision).

13. Finance
    13.1 Items for Payment
    13.2 Income to note
    13.3 Bank Account Reconciliation Report/Budget Monitoring Reports to 30 September 2025

14. Correspondence
    14.1 Feedback from the Quarterly Briefing of the office of Samanthan Niblett MP – forwarded 25/09
15. Reports from Councillors attending meetings of outside bodies
16. Date of the next meeting
    The next meeting of the Parish Council will take place at **7.00pm on Thursday, 13 November 2025**, at the **Methodist Church, Lower Green, Findern, DE65 6AD**.
17. Exclusion of press and public
    If the Council decides to exclude the public, it will be necessary to pass a resolution in the following terms: 'That in view of the nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw'.
18. Exempt item(s)
    18.1 Rent review Parish Rooms