

SHARDLOW & GREAT WILNE PARISH COUNCIL

MINUTES of the ORDINARY PARISH COUNCIL MEETING held at 7.30pm on WEDNESDAY 20th December 2017 at Shardlow Village Hall.

Present: Cllrs Clifton (Chair), Mitchell, Hawksworth and Leggett.

In Attendance: DCllr Peter Watson, 1 resident and J Irons (clerk).

Part 1 - NON-EXEMPT ITEMS

150/17: District & County Councillors' reports.

District Councillor report - Peter Watson.

1. DCllr Watson gave his congratulations to recently appointed new chairman and members.
2. Both Local Plans 1 & 2 are now formally adopted and can be challenged within 6-weeks, the deadline being tomorrow. No comments have been received. These plans remain in force for 10 years and assess the demand for housing, schools etc. Part 2 deals with smaller estates.
3. Lady in Grey. The Local Planning Authority served a notice on all interested parties in early December which allows until 4 February 2018 for a schedule of remedial works and tidying to be carried out to improve the appearance of the land within the area (but not the building at this stage).
4. The proposed traveller site on Aston Lane is dependent on more information being sought from the developer regarding access.
5. The communication from Severn Trent Water explaining confusion over works on London Road will be discussed at the next parish liaison forum at SDDC; DCllr Watson hopes that ST will attend.
6. East Midlands Airport meeting at Weston Parish Council held in November. DCllr Watson thought this a worthwhile presentation which addressed noise issues. Further presentations will continue next year.
7. DCllr Watson thanked the council for inviting him throughout the year and looks forward to working together in 2018. He wished members well for the festive season.

Cllr Hawksworth mentioned that last Tuesday some refuse was not collected while other waste was collected late. DCllr Watson stated that this was attributable to poor weather conditions; snow and ice was prevalent which made it treacherous for waste lorries. Some sites were missed altogether. Cllr Hawksworth said this had now been cleared and the collection team should be praised for their efforts. Cllr Mitchell had not received the flyer listing next year's collection dates; DCllr Watson explained these for the various bins.

The chairman thanked DCllr Watson for his attendances and help during the year and in return wished him a good festive period.

County Councillor report - Neil Atkin

CCllr Atkin was not in attendance and no report had been submitted.

151/17: REPRESENTATIONS FROM THE PUBLIC.

The resident expressed his concern over a strip of land adjoining his property and has enquired with ST, district and county councils whether he is allowed to plant shrubs there.

152/17: APOLOGIES FOR ABSENCE:

Cllrs Shearing (moving house), Stenner (prior engagement) and DCllr Hilary Coyle.

153/17: Co-option of resident(s) to the council. None forthcoming.

154/17: POLICE REPORT. The clerk reported that 12 minor incidents had been logged on the police website for October. Details are available on the Police website at

<http://www.police.uk/derbyshire/DS03/crime/>

155/17: DECLARATIONS OF INTEREST: Cllr Hawksworth declared an interest as school governor if any discussion of a sensitive nature arises concerning the school.

156/17: APPROVAL OF MINUTES: Minutes of the Parish Council Meeting held on 22nd November were **agreed** (pp Cllr Hawksworth, seconded Cllr Mitchell) after which they were signed by the chairman.

157/17: ACTIONS ARISING FROM PUBLIC PARTICIPATION:

The resident was advised to conduct a Land Registry search of the land concerned to prove ownership.

158/17: CHAIRMAN'S REPORT:

The chairman looked forward to a cooperative forthcoming year where the council will do good for the community and hoped for more members to join it.

159/17: CLERK'S REPORT.

1. Regarding a new bus shelter outside Broughton House DCC has stipulated that a partner (usually the co-funder) must be sought to agree to take on the full ownership and therefore ongoing maintenance of the shelter once it has been installed. Clerk has enquired whether SDDC will co-fund with us and awaits its reply.

2. The new General Data Protection Regulations (GDPR) come into force soon and organisations must be compliant by 25th May 2018. All public authorities need to appoint a Data Protection Officer (DPO), this includes all local councils irrespective of their size. The DPO can be an employee, however the GDPR (Articles 37-39) states that the DPO:

Must not have a conflict of interest regarding the data processed;

Must have expert knowledge of GDPR;

Must have ability to undertake GDPR compliance tasks.

Most clerks will be the Data Controller and therefore there will be a conflict of interest over data processed. The clerk received information from both DALC and the payroll technician stating that they are arranging such services; and has spoken to Aston's clerk who may have another option and will provide more information soon. Clerk to monitor.

3, Hardyal Dhindsa (Police and Crime Commissioner for Derbyshire) has offered to visit all towns and parishes in the county to give a presentation on policing matters. Members **agreed** to invite him to either the February or March meeting (if convenient).

4. The clerk at Aston has arranged a meeting with Alex Kerr, General Manager of Kinchbus to discuss the possibility of the Skylink service diverting through Aston on Trent on occasion to make up the shortfall in the Notts-Derby schedule. Cllrs Clifton and/ or Mitchell **agreed** to attend:

11am, January 5th 2018 at Kinchbus, Unit 3 Sullivan Way, Loughborough, DE11 5QS.

160/17: PLANNING MATTERS:

Applications

9/2017/1252 - PRIOR NOTIFICATION OF A LARGER HOUSEHOLD EXTENSION WITH EAVES OF 2.4 METRES AND MAXIMUM HEIGHT OF 3.6 METRES EXTENDING 3.6 METRES FROM THE REAR WALL AT 28 WEST END DRIVE.

Resolved: no objection although clerk to insist to SDDC that contractors keep skips and vehicles within the curtilage of the property.

9/2017/1279 - THE 50% CROWN REDUCTION OF AN ITALIAN CYPRESS TREE AND RE-POLLARD OF AN ASH TREE AT 63 THE WHARF. **Resolved:** no objection

9/2017/1290 - THE POLLARDING OF 2 x WILLOW TREES AT 5 CANAL BANK. **Resolved:** no objection

9/2017/1235 - REMOVAL OF HEDGE AT 71 FIELD FARM ASTON LANE. **Resolved:** no objection

9/2017/1285- THE ERECTION OF A CONSERVATORY AT 100 LONDON ROAD. . **Resolved:** no objection although clerk to insist to SDDC that contractors keep skips and vehicles within the curtilage of the property.

9/2017/1201 - DEMOLITION OF THE EXISTING GARAGE AND LOBBY TO FACILITATE THE ERECTION OF A TWO STOREY AND SINGLE STOREY SIDE EXTENSION AT 2 CAVENDISH COURT. **Resolved:** no objection

161/17: MATTERS FOR DECISION or DISCUSSION.

1. Outcome of site visit regarding tree planting on the Greenway. Not held, clerk to remind CCllr Atkin to chase and arrange the visit.

2. Newsletter items and distribution. **Resolved:** as a letter has not been created the chairman will ask the

- publisher of the Village Hall Committee's Christmas card about the prospect of a council card.
3. Possibility of installing a 3rd defibrillator. **Resolved:** clerk to circulate quotes of new devices to members. The intention is to fit it at the village hall.
 4. Outcome of the beacon and Christmas tree lights meeting. Not held, intended for the New Year.
 5. Outcome of the meeting regarding WW1 commemoration next year. Not held, intended for the New Year.
 6. Plot holder replies and other allotment issues. Discussion centred on letters to tenants asking for tidying of plots. **Resolved:** two members to inspect plots in future. Clerk to arrange for a contractor to cut the inside hedges at both sites and repair a gap in the hedge at the Long Row site. Clerk to ask 2 tenants to request retrospective permission for a chicken house placed at the WL site and to inform one that her request for a small greenhouse has been granted.
 7. Policy on fly-posters. **Resolved:** members agreed to adopt the lengthsman's proposed policies. Clerk to write to an advertiser from outwith the village insisting he cease the practice.
 8. Website review. **Resolved:** Cllr Leggett to ask her school's administrator and to report the outcome at the next meeting.
 9. Photocopier retention. **Resolved:** Cllr Hawksworth to dispense of the machine and to be reimbursed for any cost incurred at the next meeting.
 10. Budget review. **Resolved:** members adopted the budget.
 11. Comment regarding the standing orders. **Resolved:** members to peruse and once approved the SO will be formally adopted in the May meeting along with other policies (and annually thereafter).
 12. Review the risk assessment. **Resolved:** clerk to circulate to members.
 13. To finalise the bank mandate. The chairman and clerk duly signed the mandate, clerk to deposit at the bank.
 14. Summer Play Scheme provision. **Resolved:** members to consider the possibility.
 15. Waste bin request on footpath at Glenn Way. **Resolved:** clerk to enquire at SDDC about the installation of a small bin.
 16. Communication issues within the council. **Resolved:** clerk to circulate relevant information prior to each meeting.
 17. To confirm the date of the APM/ Ordinary meetings in April. **Resolved:** 25th April at 6.30pm.

162/17: FINANCE

a) The following accounts were approved for payment;-

<i>Payee</i>	<i>Details</i>	<i>Amount</i>	<i>Cheque no.</i>
J Irons	Clerk's salary November	£ 698.50	100992
P Postans	Lengthsman's wage November	£ 116.60	100993
DCC	Clerk's pension November	£ 170.95	100994
HMRC	Nil return for employees' NI & tax	-	-

b) Income – none.

c) Bank balance as at 30th November 2017 £ 26926.44

163/17: COUNCILLORS' REPORTS

- Cllr Hawksworth noted that Hanson lorries had travelled through the village during the week and asked the clerk whether he had received notification of flooding from the company. Clerk confirmed he had not so Cllr Hawksworth will raise this at the next gravel liaison meeting. She received a request from the school for a poster to be fitted at the Glenn Way notice board asking residents not to park inconsiderately. Members **agreed** and asked for the wording to be sanctioned first before being placed; clerk to ask the acting headmistress for this.
- Cllr Mitchell reported fly-tipping at the entrance to the Marina to the clerk; however, when the clerk visited later that day it had gone. She reported a gas leak on London Road (Idle Bridge) to the clerk who subsequently informed Cadent Gas on 12th November. The firm's engineers attended immediately. After attending to this for around 2 weeks the leak has now been repaired. Cllr Mitchell enquired about the date of the SDDC freighter service in September; clerk confirmed that he had displayed posters on notice boards. The next freighter is due on 17th March next year.

164/17: AGENDA ITEMS FOR THE NEXT MEETING.

- co-option of new members (if any);
- outcome of the beacon and Christmas tree lights meeting (if held);
- outcome of the WW1 commemoration meeting (if held);
- Newsletter/ card update;
- Outcome of the Greenway inspection (if held);
- Reply from the PCC over a presentation (if any);
- Website review;
- Quotes for defibrillators;
- Update on the GENERAL DATA PROTECTION REGULATIONS (if any);
- School's poster at Glenn Way;
- Review of standing orders;
- To sign the current risk assessment;
- Provision of a Summer Play Scheme;
- Provision of a bin at Glenn Way;
- To sign both the Precept Form A and the s.136 concurrent functions forms.

165/17: ITEMS FOR INFORMATION. No essential items had been received by the clerk since the last meeting.

166/17: FORTHCOMING MEETINGS: Parish Council: 24th January 2018

Meetings in 2018: 28th February, 28th March, 25th April (APM & Ordinary beginning at 6.30pm).

The Chairman thanked members for their attendance and closed the meeting at 10.08pm.

Chairman's signature _____

Date _____