

**Minutes of a Meeting of the West Hallam Parish Council**

**Held at the Powtrell Pavilion on Monday 10 September 2018**

**Present**

Councillors Mrs C Hart (Chairman), Mr D Adams-Shaw (Vice-Chairman), Mr B Broughton and Mr T Maclean.

**Also Present**

Mrs K Sharpe (Clerk & RFO) and four members of the public.

**970 Apologies for absence**

Apologies for absence were accepted from Councillors Mrs B Adams-Shaw, Mrs C Barnes, Mrs B Harrison and Mrs C Stephenson.

**971 Declarations of Interest**

Councillor Mrs C Hart declared a personal interest in respect of the West Hallam White Rose Cricket Club and the West Hallam Junior Football Club.

**972 Variation of Order of Business**

None.

**973 Public Speaking**

a) Police

None.

b) County Councillor Report

This was included in the Chairman's report.

**974 Minutes**

**RESOLVED** that the minutes of the meeting of the Parish Council held on 9 July 2018 be approved as a true record and signed by the Chairman.

**975 Exempt Items**

**RESOLVED** that the Item on cultivation quotes would be considered in Exempt Items due to commercial sensitivity.

**976 Chairman's Announcements**

a) Chairman's report

The Chairman updated the Members on the work carried out over the summer at Beech Lane on the drainage issue. The work was now complete and hopefully would be successful in alleviating the problem of surface water at the site in the event of heavy rain.

The Chairman had received a letter from the Well Dressing Festival Committee, thanking the Chairman for opening the festival; also thanking the Parish Council for their support including the donation made to the event.

In response to a complaint from a resident about the Grounds Maintenance Contractor parking near High Lane Central park, the Chairman had visited the resident to listen to the issues, and the Contractor has now been asked to park machinery in a different area to avoid the issue.

Following several unresolved reports to DCC about light bulbs not working on light columns, the Chairman had spoken to Highways at DCC. They have advised that the intention is to convert all lights to LED imminently, therefore DCC have not replaced the bulbs when reported. The Chairman would include something in her report in the Parish Magazine to inform residents.

The Chairman had met with the tree surgeon to discuss the tree work needed at the War Memorial to open up the site. This visit had established that the Leylandii trees were the responsibility of the Parish Council and the tree surgeon would provide quotes for two options. As this is a conservation area, the Clerk would check with EBC planning and the EBC tree officer about the permissions needed prior to any work being carried out.

b) Consideration given to items raised during Public Participation

A resident expressed concern over the height of the trees growing on the boundary of his property at High Lane West, backing on to Millhouse Field. The Chairman will visit the property to discuss this further with the resident and bring recommendations to the next meeting.

The Chairman and Treasurer of the West Hallam Junior Football Club reported that the spike which apparently damaged the contractor's equipment was not one of their spikes which were much smaller. They informed Council that they had cleaned up the oil spill left by the damaged machine but had been unable to use the pitch for 4 weeks. The Clerk was asked to contact the contractor to seek assurances on health and safety practices.

The Football Club would also like to investigate the possibility of bringing the Millhouse Field back in to use for football pitches and would like the Parish Council's support in seeking funding for any work required. Pre-school at the Community Centre Pre-School are interested in using any facilities developed. It was suggested that a working group be formed to take the idea forward with representatives of the Parish Council, the Football Club and the Pre-School.

The Pavilion Treasurer had requested that the Council consider installing WiFi at the Pavilion as potential users were asking for this. The Parish Council were interested in the idea as it would also be helpful for the provision of CCTV in the area. The Pavilion Treasurer also asked that consideration be given to changing the window into French doors to open out onto the terrace. This was discussed, however as the change would be cosmetic, it was suggested that it would be difficult to secure funding for this.

**RESOLVED** that the report and actions be noted and approved.

## 977 Reports of Sub Committees and Working Parties

None.

## 978 Clerk's Report

- a) Village Hall's application for EBC Rural Community Grant submitted  
As requested at the July meeting, the completed application form from the Village Hall Committee had been circulated to all Members by email. All Members who replied (five) were in favour of supporting the application and therefore this was submitted with the support of the Parish Council by the closing date of 8<sup>th</sup> August 2018. A response had yet to be received.
- b) Beech Lane drainage project completed  
The work at Beech Lane to improve the drainage in the corner leading to Hallam Way had been completed. Because of an electric cable under the pathway, the specification of the type of drain had been altered from that originally quoted (from ACO to French Drain).
- c) Request for transfer of land at Hampton Close update  
The Clerk had spoken with the Council's solicitor and had written a reply to the residents' solicitor based on the advice given. The letter outlined that the Council would transfer the land to the resident for a value determined by the District Valuer, and all fees for Valuer and Solicitor would have to be paid by resident. A reply to this letter had yet to be received.
- d) No.11 Bus service route  
The Clerk had written to the two bus companies at the Council's request, to ask that they consider taking over some of the route from the withdrawn No.11 Service. No reply had been received from either company therefore the Clerk was requested to write again, with a stronger plea on behalf of the vulnerable residents who rely on these services.
- e) Play scheme evaluation  
A written evaluation of the summer playscheme was given to the Council. This reported that though numbers had been down on the previous year (attributed to the very hot weather) over 70 different children had used the scheme and the feedback from the parents had been overwhelmingly positive.
- f) HLC gate repair  
The Clerk had received reports that the low wooden gate to the park at High Lane Central had been broken in two. A Contractor visited the same day and had made a temporary repair to the gate. However, the advice given was that the gate should be replaced. The Council resolved to refer this to the F&GP Committee.
- g) Response to tree works  
Following on from the tree works carried out over the summer, the Council had received some complaints that the works carried out were more drastic

than originally anticipated. It was resolved that in future residents in the very near locality would be informed of the work to be carried out and why this was recommended by the tree surgeon.

**RESOLVED** that the report and actions be noted.

**979 Matters for Determination**

a) Community Involvement Scheme - Focus Groups 17 September

Councillors were reminded of the date and time of this Focus Group taking place at County Hall in Matlock. Councillor Mrs C Hart would be attending in her capacity as County Councillor.

**RESOLVED** that the Clerk would re-send details to all Members and any Councillors wishing to attend the session would register directly with DCC. Outcomes from the Focus Group would be brought to a future meeting of the Council

b) WW1 Commemoration items – decision on site

The Members discussed a possible site for the Commemoration bench and planters.

**RESOLVED** that the WW1 bench and planters should replace the existing bench currently sited at the Mapperley crossroads, on the corner of High Lane and Mapperley Lane. The Clerk would obtain quotes for the installation and to avoid any further delay, would circulate these to Members for a decision on which Contractor would install the items.

c) Bench report

The Clerk had carried out an audit of the condition of the benches sited on Parish Council land and a report had been brought to Council.

**RESOLVED** that the report would be considered by the F&GP Committee.

d) Christmas Lights 2018

The quote for the installation and removal of the Christmas Lights had been received. The Contractor recommended that the bulbs on the two sets of tree lights should be replaced with LED. They also recommended that the transformer on the set used on the domestic tree be replaced as this had failed two times last year leading to two call outs. Quotes had been provided for these changes.

**RESOLVED** that the quote for installation and removal be accepted, along with the quote for the new transformer and the quote to replace the bulbs on the two sets of tree lights with LED bulbs, with the condition that the Clerk check that these would be the latest LEDs.

- e) Station Road play area improvements  
£5000 had been allocated into the 2018/19 for improvements to the Station Road play area. No plans had been discussed for this money.
- RESOLVED** that the improvements be discussed by F&GP Committee and brought to Council at the next meeting.
- f) Tree work – Cherry tree and overhanging tree at Farnham Walk  
Quotes were considered for the removal of a dead Cherry Tree at Farnham Walk and also a tree growing from Parish Council's land over a resident's garden at 38 Farnham Walk. The resident ideally would like the tree removed.
- RESOLVED** that both these quotes be accepted and the Contractor asked to do the work asap.
- g) Conifer tree at Burcot Close  
The Council had received several complaints about the conifer tree on Burcott Close that obstructs a pathway. This tree is on private land, in a front garden.
- RESOLVED** that the Clerk would write to the householder with the polite request that the conifer tree be pruned or removed.
- h) Request for brambles to be cut back 143 Hallam Way  
The Council had received a request from the resident that the brambles on Millhouse field to the rear of her garden be cut back or removed entirely. Two quotes had already been obtained for the two options.
- RESOLVED** that work be approved and the Chairman would visit the property and talk with resident as to which option was preferred.
- i) Remembrance Day plans  
The Members discussed the plans for the Remembrance Day Service and Parade. Councillor D Adams-Shaw confirmed he would open the school gates for the parade to assemble on the morning. All arrangements were to be as previous years. With it being the centenary this year, there is an additional service later in the day around 7pm for which the trumpeter had confirmed he was available to play the Last Post. This needs to be registered as part of the National campaign for this.
- RESOLVED** that the Clerk would write to the usual individuals and organisations confirming the arrangements for this year's event and to seek their support. The Chairman would send details of the organiser of the evening event to the Clerk, for her to check whether the Last Post had been registered, if not the Clerk would do this.
- j) Renewal of Parish Online Subscription  
The notice had been received to renew the annual subscription for this mapping software. Subscription - £88.80. The mapping service is invaluable when the Council has to submit plans or has a land query.
- RESOLVED** that the subscription would be renewed.

- k) Renewal of Information Commissioner’s Office annual subscription for registration with ICO.

The notice had been received to renew the annual registration subscription with the Information Commissioner’s Office. The Council is a holder of data and therefore it is a legal requirement that it is registered with the ICO. The option was given to pay £40 annually or set up automatic renewal by Direct Debit at £35 each year.

**RESOLVED** that the subscription would be set up for automatic renewal by Direct Debit at £35 each year.

**980 Derbyshire Association of Local Councils**

DALC Circulars 10/2018 and 11/2018 were **NOTED**.

**981 Consultations**

None.

**982 Finance**

Council was asked to approve a schedule of payments and note the bank account balances and income statement.

**RESOLVED** that–

- (1) The Schedule of payments below be approved.
- (2) The Bank Account Balances at 31 August 2018 be noted: -
  - Co-Op - Community Direct Plus - £37,378.38
  - Business Select - £14,311.49
  - Unity Trust Bank – £36,626.36

**Payments**

BACS payments were authorised by Councillors Mrs C Hart and Mr D Adams-Shaw. (These payments will be made from the Unity Trust Bank account).

<b>Cheque no/BACS</b>	<b>Payee/Description</b>	<b>Nett</b>	<b>VAT</b>	<b>Gross</b>
BACS UTB	West Hallam Community Centre s137 donation – rates/water bill	£615.00	£0.00	£615.00
BACS UTB	Erewash Borough Council - Payroll July	£1262.74	£6.56	£1269.30
BACS UTB	Tudor Landscapes – initial work on repair of train	£48.23	£0.00	£48.23

BACS UTB	Tudor Landscapes – safety work to bench at Beech Lane	£190.00	£0.00	£190.00
BACS UTB	Fox Landscaping – monthly contract July	£616.66	£123.33	£739.99
BACS UTB	Fox Landscaping – hedge cutting at Beech Lane	£340.00	£68.00	£408.00
BACS UTB	Fox Landscaping – cutting shrubs at Farnham Walk	£60.00	£12.00	£72.00
BACS UTB	A.M.Sports – provision of summer play scheme	£2200.00	£0.00	£2200.00
BACS UTB	Erewhash Borough Council - Payroll August	£1296.02	£6.56	£1302.58
BACS UTB	Tudor Landscapes – additional work on repair of train	£26.48	£0.00	£26.48
BACS UTB	Pictorial – Wheeled Sports Show banner	£25.00	£5.00	£30.00
BACS UTB	Kate Sharpe – Clerk's Expenses	£51.20	£0.00	£51.20
BACS UTB	Kate Sharpe - Office 365 Annual Subscription	£59.99	£0.00	£59.99
BACS UTB	Tudor Landscapes – repair work to gate at HLC	£21.75	£0.00	£21.75
BACS UTB	Fox Landscaping – monthly contract August	£616.66	£123.33	£739.99
BACS UTB	HSL Utilities Ltd.	£3535.80	£707.16	£4242.96
BACS UTB	Parish Online	£88.80	£0.00	£88.80
BACS UTB	Tom Richards - various Tree Works	£1570.00	£314.00	£1884.00
BACS UTB	David Ogilvie Engineering Ltd – WW1 Bench	£858.50	£171.70	£1030.20
BACS UTB	WHCC Recharge for broadband/telephone	£27.77	£0.00	£27.77
Cheque	C S Jackson – Annual Flail	£420.00	£84.00	£504.00

## Income

VAT Refund	£4484.44
Floral Sponsorship Year 1 of 3 Bowley	£79.17
Floral Sponsorship Year 3 of 3 Ainsworth	£60.00
Floral Sponsorship Year 3 of 3 Hart	£60.00
Floral Sponsorship Year 3 of 3 Lilley	£60.00
Contribution to Broadband Community Centre Pre-School	£30.00

### 983 Planning

Dealt with previously – no objections.

**a) ERE/0718/0016 – 124, High Lane East, West Hallam**

Retention of Front & Side Elevation Canopies.

Responses from Councillors Mrs C Hart, Mr T Maclean and Mr B Broughton

**b) ERE/0718/0022 – 30, High Lane East, West Hallam**

Two storey side extension and first floor extensions plus a single storey garage extension and alterations to the front boundary wall.

Responses from Councillors Mrs C Hart and Mr D Adams-Shaw

**c) ERE/0718/0023 – The Village Hall, West Hallam**

Listed building consent for repairs to an unsafe leaning front gable and window stonework.

Responses from Councillors Mrs C Hart, Mrs C Barnes and Mr B Broughton

**d) ERE/0718/0047 – 38, High Lane West, West Hallam**

Change of use of existing Financial advisers offices (Use Class A2) to form a residential dwelling (Use Class C3) along with a two storey extension and internal alterations. Re-submission of approval ERE/0218/0008 porch and rear gable to be rendered.

Response from Councillor Mrs C Hart.

**e) ERE/0818/0001 – 31, Marlow Crescent, West Hallam**

Single storey side & rear extension.

Response from Councillor Mrs C Hart.

### 984 Items for Information only

None.

### 985 Correspondence

The Council had received a request from EBC Sport and Health Development team for a Borough and Parish partnership meeting.

**RESOLVED** that the team would be invited to attend a future meeting of the



Parish Council to speak in the public participation session or if they preferred there was the option to meet with two or three Councillors outside of the Council meeting to discuss how the Borough and Parish Councils could work more closely.

**986 Date and Time of Next Meeting**

Council **NOTED** that the next meeting would be held on Monday 8 October 2018 at 7pm.

**987 Exempt Items**

The item on cultivation quotes was deferred to the October meeting because no correspondence had been received from DCC regarding a decision on the Licence.