

Minutes of the Annual Meeting of the West Hallam Parish Council

Held at the Powtrell Pavilion on Monday 12 June 2017

Present

Councillors Mrs C Hart (Chairman), Mrs C Barnes, Mr B Broughton, Mrs C Stephenson, Mrs B Harrison, Mr D Adams-Shaw and Mrs B Adams-Shaw.

Also Present

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

721 Apologies for absence

Apologies for absence were accepted from Councillors Mrs H Chapman and T Maclean.

722 Declarations of Interest

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

723 Election of Vice-Chairman 2017/18

RESOLVED that Councillor Mr D Adams-Shaw be elected Vice-Chairman for the Civic Year 2017/18.

724 Variation of Order of Business

None.

725 Public Speaking

(a) Police

No report to this meeting.

(b) County Councillor Report

Councillor Hart reported it was thought that the wires that had been placed across the road on High Lane might be connected to speed monitoring.

Councillor Mrs Hart would check and report back.

726 Approval of Minutes

RESOLVED that the minutes of the meeting of the Parish Council held on 10 April 2017 and the minutes of the annual meeting held on the 8 May 2017 be approved as a true record and signed by the Chairman.

Note:

The list of members of sub-committees and external organisations discussed at 8 May meeting was confirmed at the 12 June meeting as being approved with no changes. The Trustees of the Powtrell Trust were confirmed for the new term as Councillor Mrs C Hart, Councillor B Broughton and Councillor Mrs H Chapman. The Clerk would contact the Secretary of the Trust to advise him of this decision.

727 Exempt Items

None.

728 Chairman's Announcements

a) Chairman's report

The Chairman reported that the hanging baskets were in place including the two new baskets situated in the Dales shopping precinct. It was noted that the planter on the corner of Station Road and Beech Lane had not been planted. The Clerk was asked to contact Erewash Borough Council (EBC) and request that this be done as soon as possible.

To update the Members on an issue highlighted at the previous meeting, the Chairman reported that she had received a response from EBC regarding the Cascades area. The letter confirmed that EBC would tidy up this area and cut back the shrubs around the brook. The Chairman did say that she had received an anonymous letter from "several residents" asking that thought is given to the wildlife habitat in close proximity and care be taken. Also that the area be dealt with sympathetically.

The Chairman highlighted several areas in the village where hedgerows were overgrown and she asked the Parish Council to consider taking steps to improve these areas.

- 1) Hedge and verge on St. Wilfrid's Road, on the roadside at the bottom of the Cascades. The Clerk was asked to contact EBC to request that this be tidied up.
- 2) The hedge and verge from 6, The Village up Beech Lane towards the school, to opposite Hallam Way. Though not the responsibility of the Parish Council, because it is a gateway into the village and looked unsightly, the Chairman asked Members to consider approval of expenditure to tidy this up. This was approved and the Clerk was asked to action.
- 3) The hedges at Mapperley Crossroad were looking very untidy. The pruning of these had been previously approved by Council and this work was now to go ahead.

- 4) Following a complaint from a resident in Pavilion Court, the Clerk was asked to get quotes for the hedge to be cut back behind the Pavilion building. These quotes would be brought to next meeting.

The Council had also been contacted by residents & HGA concerned about trees on Parish Council land

- 1) A resident in Hallam Way had complained about overhanging branches from the recreation ground damaging her shed. It was approved that the Council would have these pruned.
- 2) The Chairman reported that she had been contacted by a resident when a branch had fallen from a tree on Millhouse Field and blocked the resident's driveway. The Chairman had asked Tom Richards to clear the branch.
- 3) HGA had reported that work was required to trees near the CCTV cameras at school. The Clerk was asked to contact the tree surgeon to get these pruned.

The Chairman had been contacted by the Junior Football Club, who expressed concern about the condition of the football pitches on Beech Lane. It was suggested that the Chairman of the WHJFC be asked to use his contacts for advice and possible suggestions for improving the conditions of the pitch with a report back to the Parish Council.

The Chairman of the Football Club had also confirmed he had spoken to the different teams about leaving the Pavilion and Storeroom in a mess and leaving shutters open.

The Chairman expressed concern that the Council had not had any feedback from the police after HGA had provided them with footage from several incidents. The Clerk was asked to write to Inspector Jim Thompson at Erewash Division to ask whether any action had been taken or convictions made.

The Chairman reported on the problem of parking on land/pavement in front of Millhouse Garage, obstructing the visibility at a busy crossroads. She had been able to confirm that the land had been bought by Derbyshire County Council in 1927 and was not owned by the Garage. The Clerk was asked to write a letter to Millhouse Garage, politely asking them to stop parking cars in this land.

The Chairman reported that there would be an article on West Hallam in the July edition of the Derbyshire Life magazine.

RESOLVED that the report and actions be noted and approved.

b) Consideration given to items raised during Public Participation

The Chairman noted that two residents had come to the meeting to clarify, for the benefit of the Council, details of their planning application, parts of which had caused some concern.

729 Reports of Sub Committees and Working Parties

The Chairman advised the Council that the Powtrell Pavilion had increased the fees for room hire and use of the Pavilion.

730 Clerk's Report

a) Zurich Insurance Renewal - Year 2 of 5 Year commitment

The Clerk confirmed that the annual insurance had been renewed.

b) Play Equipment inspections & maintenance

The fortnightly inspections of all play equipment had commenced and the Council would receive inspection reports from these highlighting areas to be addressed. The litter pickers for each play area had been contacted to confirm with them that they should carry out a weekly visual inspection of all equipment during their rounds and report any issues to the Clerk.

Issues that have already been highlighted from inspections are:-

- 1) Chains on swing seat at Station Road – this was considered a priority therefore replacement parts were ordered and have now been fitted.
- 2) Remove/replace spring animal –The elephant springer has come to the end of its useful life and it is recommended for replacement. This was discussed and the Clerk was requested to look at budget and research new play equipment options to take to the next F&GP Committee meeting.
- 3) Crown lift trees near play area on Station Road – the branches in close proximity to the play area were at a level at risk of poking eyes. As this was a Health & Safety matter, these trees have been pruned.
- 4) Slide barriers on Station Road – steps to either side of slide area are rotting and need to be replaced. Clerk was asked to get quote for replacement to bring to next meeting of Council.

c) High Lane Licences (for use of land owned by Parish Council)

The Clerk confirmed that the signed three year agreement and the annual Licence fee had been returned by the residents at High Lane East.

There had been no response from the residents at High Lane Central to several letters. The Clerk had written a final letter to the residents with a deadline of 30 June for response.

d) Blue Property / Litter picking at the Dales

Blue Property had suspended litter picking in the Dales Precinct in mid-May. They reported that they did not have sufficient funds collected in service charges to be able to pay future invoices though they confirmed they had paid all outstanding invoices. They will contact Clerk when they are in a position to reinstate litter picking at the Dales. The Clerk had met with the litter picker for that area to discuss alternative areas of litter picking in order that he can maintain his hours until such time as litter picking at the Dales was reinstated.

e) Millhouse garage parking

This item on Agenda was addressed during Chairman's Announcements

f) Beech Lane update

Wet pour repair – The Clerk reported that an area of wet pour at the Beech Lane play area had been deliberately damaged. As it was a trip hazard, the area had been repaired and the invoice for the work was included on the month's payment sheet for approval.

Friends of Beech Lane project – the Clerk confirmed that the order had been placed with Streetscape for Phase 1 of project. An installation date of late June early July had been quoted.

g) Arrangements for review of Standing Orders and Financial Regulations

The Clerk advised Council that these documents were due for review and recommended that this be referred to the F&GP Committee. This was agreed by Council

RESOLVED that the report and actions be noted.

731 **Matters for Determination**

a) Powtrell Pavilion – quotes for replacement boiler

The quotes / options for an alternative hot water arrangement for the changing rooms and showers were discussed. The Members considered the quote which replaced the Andrews Boiler with a smaller version of the same was the preferred option. It was the least invasive in terms of work required to building, would not compromise the other boiler in building by keeping the two systems separate and the option gave the required recovery times to ensure hot water was available throughout a day on demand.

RESOLVED that the quote from Lee Naylor for the replacement Andrews Boiler be accepted.

b) Summer activities for older children – Peak Cycling

Cost information and details from Peak Cycling on possible holiday activities for teenagers were discussed by the Council.

RESOLVED that the Council would support these days subject to the individuals paying £15 per head each. The Clerk was requested to ensure with Peak Cycling that some days could be cancelled if not fully booked.

The Clerk also presented information about the cost of hiring the mobile equipment from Erewash Borough Council for a day in the summer holiday.

RESOLVED that the Council would support a full day booking of the Wheeled Sports Roadshow. The Clerk would liaise with Community Centre to site this.

c) Parish Council logo

Councillor Broughton had made enquiries about having the Parish Council Logo professionally designed based on the original design by Mr. Price. Initial quotes are around £85.

RESOLVED that Councillor Broughton would explore with the design company what would be included in this price, and if acceptable, to commission the work. The Council will consult with Mrs Price on the final proposed design

d) Request for litterbin on land between Scargill Road / Nursery Avenue

RESOLVED to defer discussion and decision on this item until the next meeting.

e) Well Dressing Festival – additional work required.

The Council considered a request for a litter picker to work overtime on the evening of the Saturday of Well Dressing weekend.

The Council **APPROVED** this additional expenditure.

The Council also discussed the possibility of a cut on the hedge on Beech Lane to ensure the pathway is clear for the visitors to the Well Dressing. Members thought that this may not be needed this year, but a decision could be taken nearer the date

732 **Derbyshire Association of Local Councils**

DALC Circular 07/2017 was **NOTED**

733 Consultations

None.

734 Internal Audit Report

Council received the report of the internal auditor on the 2016/17 Receipts and Payments Account. The Audit had been carried out in accordance with the "Governance and accountability in Local Councils in England and Wales – A Practitioners Guide. The accounts were acceptable and there were no matters arising to be referred to Council.

RESOLVED that the report of the Internal Auditor be accepted.

735 Annual Return – Section 1 (Annual Governance Statement)

RESOLVED that the Annual Governance Statement 2016/17 be approved by Council and signed by the Chairman and Clerk/RFO.

736 Annual Return – Section 2 (Accounting Statements)

RESOLVED -

- (1) That the Accounting Statements and Receipts and Payments Accounts for 2016/17 be approved by Council and signed by the Chairman and Clerk/RFO.
- (2) That the Accounts (subject to External Audit) be published together with the statement of elector's rights.
- (3) That the Annual Return as now agreed be submitted to the External Auditor.

737 Appointment of Internal Auditor for 2017/18

RESOLVED that Barrie Woodcock be appointed as Internal Auditor for the current financial year.

738 Accounts for Payment

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, and the income report be noted.
- (2) The Bank Account Balances at 31 May 2017 be noted:-
 - Co-Op - Community Direct Plus - £49,953.38

- Business Select - £14,307.02
- Unity Trust Bank - £42,257.84

Payments

(N.B. These payments will be made from the Unity Trust Bank account)

Cheque no / BACS	Payee/Description	Nett	VAT	Gross
BACS UTB	Erewash Borough Council	£1316.40	£6.56	£1322.96
BACS UTB	Streetscape - swing chains replacements	£90.00	£18.00	£108.00
BACS UTB	Kate Sharpe – Clerk’s Expenses	£73.88	£0.00	£73.88
BACS UTB	Tom Richards Tree Services (Tree Works)	£1010.00	£202.00	£1212.00
BACS UTB	Tudor Landscapes – wet pour repair kit & labour	£214.70	£0.00	£214.70
BACS UTB	Barrie Woodcock – Internal Audit	£124.77	£0.00	£124.77
BACS UTB	Comparity Ltd. replacement MUGA light	£80.00	£0.00	£80.00
BACS UTB	HGA – Admin fee	£50.00	£10.00	£60.00
BACS UTB	Fox Landscaping	£571.66	£114.33	£685.99
BACS UTB	Councillor Carol Hart Chairman’s allowance	£353.50	£0.00	£353.50
BACS UTB	Dirty Wellies (Play area inspections)	£55.00	£0.00	£55.00
Cheque 300008	Cancelled cheque sent to EBC re. grant application	£0.00	£0.00	£0.00
Cheque 300009	Cancelled cheque	£0.00	£0.00	£0.00
Cheque 300010	WH Community Centre Telephone Recharge	£28.79	£0.00	£28.79

Income

	Amount
Community Centre Pre-School Contribution towards Broadband costs	£30.00

739 Planning

None

740 Items for Information only

None

741 Correspondence

The Council **NOTED** that a letter had been received from the West Hallam Well Dressing Committee, thanking the Parish Council for the donation of £250.

742 Date and Time of Next Meeting

The Council **NOTED** that the next meeting of the Parish Council would be on Monday 10 July 2017 at 7pm.