

Minutes of a Meeting of the West Hallam Parish Council

Held at the Powtrell Pavilion on Monday 13 February 2017

Present

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

Also Present

Mrs K Sharpe (Clerk & RFO) and one member of the public.

648 Apologies for absence

Apologies for absence were accepted from Councillors Mrs H Chapman, Mr T Maclean, Mrs B Harrison and Mrs C Stephenson.

649 Declarations of Interest

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

650 Variation of Order of Business

None.

651 Public Speaking

(a) Police

No report.

(b) County Councillor Report

Councillor Mrs Hart reported that a strategy was being developed at national level allowing Local Authorities to play a larger part to influence bus arrangements in their area and DCC were drawing up their own Bus Strategy document.

On the subject of street lighting, Councillor Mrs Hart advised that the current DCC practice was to let lights burn out before replacement and there is no longer a planned programme of bulb replacement. Also they do not go out to replace single lights but wait until there are two or three to replace. This does cause a problem with 'part night lighting' when the exhausted bulb is the one that is out. LED conversion, which is a project that has long been delayed but will save money, is now being rolled out in the north of the County.

She also advised that the DCC Council Tax increase has been agreed at 3.99%, with 2.00% ring-fenced for Social Care.

RESOLVED that the report be noted.

652 Minutes

RESOLVED that the minutes of the meeting of the Parish Council held on 9 January 2017 be approved as a true record and signed by the Chairman.

653 Exempt Items

RESOLVED that the items regarding the Grounds Maintenance Tender submissions; employee contracts and the Clerk's probationary period should be considered as exempt items with the public and press excluded.

654 Chairman's Announcements

(a) Chairman's report

Following a recent meeting with the local police inspector, the Chairman requested that the local PC's be invited to attend the next Parish Council meeting.

The plans for the Easter play scheme were progressing. However the Chairman and Parish Council agreed to formally thank Stella Beaumont for organising the summer play scheme over many years. The Clerk was requested to write to Mrs Beaumont thanking her for her service to the community.

The Chairman reported that the 18 to 34 age group is under represented from West Hallam on the Online Panel looking at strategies and policies and general consultation. An article would be placed in the Parish newsletter and magazine encouraging people in this age group to come forward to take part on the panel.

RESOLVED that the report and actions be noted.

(b) Consideration given to items raised during Public Participation

The Chairman, as a member of the Scargill Education Committee gave an update on the recent Ofsted report at Scargill School which had declared the school should be placed under special measures. After representation and another visit by Inspectors, a much improved report was given without any need for Special Measures. The information was augmented by a member of the public who is a Governor at the school.

655 Reports of Sub Committees and Working Parties

The Chairman advised that a Powtrell Pavilion meeting had been called for 16 February when the booking system for the room would be discussed.

656 Clerks Report - Matters dealt with

a) Play area inspection report recommendations

The Clerk had visited all play areas with contractor to go through Allianz play inspection reports and presented a report to Council. She advised areas that were already being addressed; and highlighted other non-urgent jobs to be addressed and sought Council's approval of these.

The ongoing maintenance of the play areas would be discussed further, following on from the awarding of this contract from the Grounds Maintenance Tenders.

b) War memorial area

This area has now been power washed. The Caretaker at Powtrell Pavilion, had indicated he would be willing to do a monthly clean as suggested by some information that Cllr Broughton had obtained.

c) Polices & Procedures

The Clerk advised that she would bring updated policies to the Council over the next few months for approval and adoption.

d) EBC Play scheme Grant application form

The Clerk advised that she had received the application form from EBC, for the play scheme grants with a closing date of 17 February. The Chairman advised that there would be a later round available and she would request that the Grants officer issue a clarification.

e) Clerk's CiLCA Training

As required by Council, the Clerk had commenced CiLCA training with the two day DALC Course on 25 January & 22 February. The £250 charge for this was included on payment sheet for the month. There would be a further £250 to pay to SLCC when Clerk registered with them to start submitting work.

f) Contribution to Broadband at Community Centre

The Pre-school at Community Centre had agreed to contribute £30 a quarter towards the Broadband at the Community Centre. They would set up a Direct Debit each quarter to the Parish Council bank account.

g) Grit bin at Beechcroft Care Home

The Council had received a request from Beechcroft Care Home regarding the purchase of a grit bin. As this is a DCC Care Home, the Clerk was asked to go back to Manager and suggest that they approach DCC.

h) Request from Derbyshire Police & Crime Commissioner

The Parish Council had received a request for an opportunity for the Commissioner to attend an event in order to engage with public. The Council recommended the Well Dressing weekend and the Clerk was requested to make this suggestion to the office of the Commissioner.

RESOLVED that the report and actions be noted.

657 Matters for Determination

a) Powtrell Pavilion - Roller Shutter conversion update

The Chairman had met with the company on site to discuss how the doors would work and the Clerk had a quote for the two electrical spurs to be installed which was £210 bringing the total to £ 1811 + vat (£787 & £814 from Attenborough)

RESOLVED that the work be approved.

b) Arrangements for the move to Unity Trust Bank

The Clerk raised some points about the timing of move to Unity Trust Bank and the decisions to be made about the existing bank accounts with the Co-Operative bank.

RESOLVED that:-

(1) The Unity Trust Bank account be opened as soon as possible.

(2) Arrangements to be made for the 17/18 precept to be deposited into the new account.

c) Once all cheques have cleared from Co-operative account after year end, arrangements be made to close Co-operative accounts and transfer balances to Unity Trust Bank account.

d) Financial Risk Assessment Policy

The Council discussed a draft Financial Risk Assessment Policy, which included amended wording to encompass the online banking arrangements with Unity Trust Bank.

RESOLVED that the Financial Risk Assessment Policy be approved and adopted.

658 Derbyshire Association of Local Councils

DALC Circular Nos. 01/2017 & 02/2017 were **NOTED**

The Council discussed the DALC Subscription 2017/18. It was **RESOLVED** that the Council would take the Standard Subscription level for 2017/18 at a cost of £740.13, payable 1 April 2017.

The Council were advised that the DALC Spring Seminar was on 27 April 2017 at Lumb Farm, Ripley and any requests for places should be directed to Clerk.

659 Consultations

None.

660 Finance - Payments/Balances and Financial reports

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

RESOLVED that–

- (1) The Schedule of payments below be approved, and the income and bank reconciliation reports be noted.

- (2) The Bank Account Balances at 30 December 2016 of Community Direct Plus - £58,039.62 and Business Select - £14,304.44 be noted.

Payments

Cheque no	Payee/Description	Nett	VAT	Gross
303673	PCC of St. Wilfrid's Magazine annual subs	£150.00	£0.00	£150.00
303674	Leisure Lites Ltd.	£520.00	£104.00	£624.00
303675	Erewash Borough Council – payroll January	£1140.67	£6.56	£1147.23

303676	David Coates – leaf clearing at Beech Lane	£30.00	£0.00	£30.00
303677	West Hallam Parish Council - cheque to open Unity Trust Bank Account	£500.00	£0.00	£500.00
303678	Grasstrack - January	£633.54	£126.71	£760.25
303679	Kate Sharpe – reimbursement for purchase of Defibrillator battery and electrodes	£61.50	£13.08	£78.48
303680	Kate Sharpe – Clerk’s expenses	£45.98	£0.00	£45.98
303681	West Hallam Community Centre – Broadband recharge	£162.00	£0.00	£162.00
303682	Derbyshire Association of Local Councils	£250.00	£0.00	£250.00
303683	X-Line Cleaning Services	£400.00	£0.00	£400.00

Income

Income from the sale of Commemorative Coins	£7.50
Licence Fee from High Lane East Property	£25.00
Invoice to Blue Property 11/16 – for litter picking at Dales Shopping Centre	£57.60

661 Planning

Dealt with previously.

- a) **ERE/1216/0037 – 52 Derbyshire Avenue, West Hallam**
Front, rear and side extension
Response from Councillor Mrs C Hart. T Maclean, Mrs C Barnes and B Harrison

- b) **ERE/1216/0042 – 58 High Lane East, West Hallam**
Two storey side & rear extension, loft conversion, rear dormers and new chimney extension
Responses from Councillors Mrs C Hart, T Maclean and Mrs C Barnes

c) ERE/0117/0015 – 73 High Lane East, West Hallam

Single storey rear extension

Responses from Councillors Mrs C Hart, B Broughton, D Adams-Shaw and Mrs C Barnes

d) ERE/0117/0027 – 74 Station Road, West Hallam

Partial demolition and construction of two storey extension including internal and external alterations to form larger accommodation.

Responses from Councillors Mrs C Hart and Mrs C Barnes

662 Items for Information only

None

663 Date and Time of Next Meeting

It was **NOTED** that the next meeting of the Parish Council would be held on 13 March 2017 at the Powtrell Pavilion commencing at **7.00 pm**.

664 Exempt Items

The Council discussed the Grounds Maintenance Tender submissions and, employee contracts.

RESOLVED that –

(1) The Grounds Maintenance Contract be let as now agreed.

(2) Employee contracts be considered by the F & GP Committee as soon as possible.

At this point in the meeting the Clerk left the meeting in order for the Clerk's probationary period to be discussed.

RESOLVED that the Clerks probationary period has been concluded satisfactorily.