

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

**Held at the Powtrell Pavilion on Monday 8 October 2018**

**Present**

Councillors Mrs C Hart (Chairman), Mrs C Barnes, Mrs C Stephenson and Mr T Maclean.

**Also Present**

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

**988 Apologies for absence**

Apologies for absence were accepted from Councillors Mr D Adams-Shaw (Vice-Chairman), Mrs B Adams-Shaw, Mr B Broughton and Mrs B Harrison.

**989 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.

**990 Variation of Order of Business**

None.

**991 Public Speaking**

a) Police

None.

b) County Councillor Report

This was included in the Chairman's report.

**992 Minutes**

**RESOLVED** that the minutes of the meeting of the Parish Council held on 10 September 2018 be approved as a true record and signed by the Chairman.

**993 Exempt Items**

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

**994 Chairman's Announcements**

a) Chairman's report

The Chairman had been contacted by a resident enquiring whether it would be possible to have disabled car parking spaces at the Dales Shopping Centre. The Dales is private property and therefore this was not within the remit of the Parish Council, however the Clerk had written to the property

management company to ask whether disabled parking spaces could be introduced. No reply had been received.

The Chairman gave an update on the Community Involvement Scheme forum. DCC now had a list of possible areas that could be considered as community volunteer schemes. DCC would look at what they could provide to help the community deliver some of these schemes.

The Chairman advised that West Hallam had a new police officer – Sergeant Damian Shannon had moved on and had been replaced with Sergeant Lee Welsby.

As an update to the issue on Beech Lane recreation ground when the spikes damaged the ground maintenance contractor's machinery and the subsequent oil spillage, the Chairman advised the Council that the Contractor had given his assurance that Health and Safety would always be adhered to. The Chairman would also include in her next article for the Parish Magazine a request to residents that they take any items away with them after using the recreation ground, and do not leave items lying that could be a danger to people or machinery.

The Chairman advised that there were concerns about unsightly rubbish at the entrance to the Dales, which is in the Conservation area of the Village. The enforcement officer at EBC had been asked to investigate.

The Chairman reminded the Members that there were seats reserved in the Church for all Parish Councillors at the Remembrance Service on 11 November. All were welcome to attend.

b) Consideration given to items raised during Public Participation

In response to the enquiry from a resident whether there were any plans to refurbish or replace the benches sited on the Millhouse fields, the Chairman informed the resident that a survey on the condition of benches had been carried out over the summer and the Council were now seeking quotes for the repair of all benches sited on Parish Council land.

In response to the request for an update on the situation with the withdrawal of the no.11 bus; the Chairman advised that no response had been received from either of the two bus companies contacted. The Chairman noted that unfortunately unless a service is subsidised, no authority has any control over the services. The local M.P. Pauline Latham OBE had also written on behalf of the village to the two bus companies endorsing the concerns already expressed by the Parish Council.

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

**995 Reports of Sub Committees and Working Parties**

a) F&GP Committee

The Minutes of the F&GP Committee meeting held on 2 October 2018 were **RECEIVED** by Council.

b) Powtrell Pavilion

The report of the Powtrell Pavilion Committee meeting held on 2 October 2018 was **RECEIVED** by Council.

## 996 Clerk's Report

- a) EBC Sport and Health Development meeting  
The Chairman and the Clerk had met with representatives of the EBC Sport and Development team to discuss ways in which the Borough and Parish Councils could work together to provide additional services in the community. The Parish Council were interested in the possibility of offering either holiday or after school activities for the older children. Members discussed the funding of such activities and the possibility of allowing for this in the 2019/20 budget. The Chairman would enquire whether there was any funding available to support this initiative.
- b) Tree Application into EBC for War Memorial trees.  
The Chairman had met with the tree surgeon to discuss the work required to the trees behind the War Memorial in the village. As the Memorial is in the Conservation area any work to the trees must be approved by EBC, therefore the tree surgeon had submitted the relevant application for the works on behalf of the Parish Council.
- c) Amenity License application for bench and planters  
The Clerk had applied to DCC for an Amenity License for the siting of the commemoration bench and planters on the Highway at the corner of High Lane and Mapperley Lane. The Clerk had highlighted to DCC that ideally the Parish Council would like to install the items before Remembrance Day on 11 November.

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

## 997 Matters for Determination

- a) WW1 Commemoration items – quotes  
Members considered quotes received from contractors to install the WW1 Commemoration bench and planters. The quotes had been circulated to Members by email for a decision to be made.

**RESOLVED** to award the work to Tudor Landscapes.

- b) Remembrance Day event update and payments  
The Clerk reported that all arrangements had been made for the Remembrance Day parade and Service on Sunday 11 November. The Road Closure Order had been granted by EBC and the notices would be displayed at the appropriate time.

Members were asked to consider the Remembrance Day payments.

**RESOLVED** to make the following payments: -

- RBL Poppy Appeal for Wreath - £50.00
- St.Wilfrid's Church as contribution to refreshments - £30.00
- Bugler for playing of Last Post at Remembrance Service - £30.00

- c) Site for EBC Waste Disposal initiative  
The Council considered a request from EBC about a possible site in the locality to help with a new pilot scheme of offering to collect bulky waste on an

occasional basis, dates would be advertised well before the event, two possible sites were identified.

**RESOLVED** that the Parish Council was in favour of supporting the initiative and would register this support and suggest the suitable sites to EBC.

d) Adoption of Standing Orders, Financial Regulations and Terms of Reference for the F&GP Committee

These documents were due for their annual review and had been discussed at the F&GP Committee meeting on 2 October 2018.

**RESOLVED** that the Financial Regulations, Standing Orders and Terms of Reference for the F&GP Committee were approved un-amended.

e) Snow Warden scheme

The Council had received information from Derbyshire County Council (DCC) on the Snow Warden scheme.

**RESOLVED** that the Clerk would register the Council's participation in the scheme. Information would also be included on the Council's website and in the newsletter to encourage other individuals to come forward to volunteer as Snow Wardens.

f) Request for brambles to be cut back 143 Hallam Way

The Council considered quotes for work to cut back or remove entirely the brambles on Millhouse field that were encroaching on a property. The quote gave two options – partial removal and entire removal.

**RESOLVED** that quote to remove the brambles and undergrowth entirely be approved.

g) Tree work High Lane West and Surbiton Close

i. High Lane West

The Chairman had visited a property to discuss the trees on the boundary of Millhouse Field that were encroaching on a property. The work required was significant.

**RESOLVED** that the Clerk set up a meeting for the Chairman and the Tree Surgeon to meet at the property and discuss the options with the owner.

ii. Surbiton Close

The Council considered quote for work on trees at the boundary of this property. The resident has asked for the trees to be pruned or felled as they considered the trees a Health and Safety hazard.

**RESOLVED** that the quote be approved.

h) Planter at White Hart – winter plants

Members considered a request from Councillor Barnes that she purchase and plant up the planter on the corner of Station Road and Beech Lane to provide some winter colour after EBC had removed the summer planting.

**RESOLVED** that Councillor Barnes could purchase plants up to the value of £25.

**998 Derbyshire Association of Local Councils**

DALC Circulars 12/2018 and 13/2018 were **NOTED**.

**999 Consultations**

None.

**1000 Finance**

- a) The Clerk reported that the external audit return for 2017/18 had been approved by PKF Littlejohn LLP on 17 September 2018. There were no matters to draw to the attention of Members.

**RESOLVED** that the External Auditors report be noted and accepted.

- b) The Council was asked to receive the monthly Bank Reconciliation and Budget Monitoring Report.

These reports were **NOTED**.

- c) 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 30 September 2018 be noted: -

Co-Op - Community Direct Plus - £37,378.38

Business Select - £14,311.49

Unity Trust Bank - £28,585.94

**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	Erewash Borough Council - Payroll Sept	£1254.91	£6.56	£1261.47

BACS USB	Fox Landscaping – monthly contract Sept	£616.66	£123.33	£739.99
BACS UTB	Erewash Borough Council – Top soil for Beech Lane repair	£58.77	£11.75	£70.52
BACS USB	PKF Littlejohn LLP	£300.00	£60.00	£360.00
BACS UTB	Broxap – Planters x 2 for WW1 Commemoration	£1078.00	£215.60	£1293.60
BACS UTB	K Holness - Expenses Algon	£9.74	£0.00	£9.74
BACS UTB	K Sharpe – Clerk’s Expenses	£65.25	£0.00	£65.25
BACS UTB	Viking Ltd. Stationery – 2 packs ink cartridges	£43.25	£8.65	£51.90
BACS UTB	Powtrell Pavilion – Reimbursement for water refund cheque made out to WHPC	£124.24	£0.00	£124.24
BACS UTB	Powtrell Pavilion – Room hire for 2/10/18	£15.00	£0.00	£15.00
BACS UTB	Powtrell Pavilion – Waste recharge 50%	£72.50	£0.00	£72.50
BACS UTB	WH Community Centre – broadband recharge	£141.24	£0.00	£141.24
Cheque	Royal British Legion for wreath	£50.00	£0.00	£50.00
Cheque	St.Wilfrids Church for refreshments at Remembrance event	£30.00	£0.00	£30.00
DEBIT	Bank service charges	£18.00	£0.00	£18.00

**Income**

Refund cheque for Powtrell Pavilion made out to WHPC	£124.24
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**1001 Planning**

Dealt with previously – no objections.

- a) ERE/0918/0007 – 19, Station Road, West Hallam**  
Proposed Extensions to Front and Side of Dwelling.  
Response from Councillor Mrs C Hart.

**b) ERE/0918/0009 – 121, High Lane West, West Hallam**

First floor rear extension, installation of flue, front extension to provide new bay window and internal alterations.

Response from Councillor Mrs C Hart.

**c) ERE/0918/0018 – 145 Nursery Avenue, West Hallam**

Proposed Single Storey Side & Rear Extensions.

Responses from Councillors Mrs C Hart and Mr B Broughton.

**d) ERE/0918/0029 – 8, Newbridge Close, West Hallam**

Proposed single storey extension.

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

**e) ERE/0918/0042 – 7, Newdigate Street, West Hallam**

Ground floor single storey rear extension, first floor rear extension over existing ground floor extension and loft conversion with new dormer window to the rear elevation.

Response from Councillor Mrs C Hart and Mr B Broughton.

**1002 Items for Information only**

None.

**1003 Correspondence**

The Council had received a letter of thanks from the Community Centre Management Committee for the s137 donation of £615 towards the running costs of the building.

The correspondence was **NOTED** by the Council.

**1004 Date and Time of Next Meeting**

Council **NOTED** that the next meeting would be held on Monday 12 November 2018 at 7pm.

**1005 Exempt Items**

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

The Chairman gave an update on the meeting with the MD of HGA Ltd. (The CCTV monitoring company.)