

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

**Held at the Powtrell Pavilion on Monday 9 October 2017**

**Present**

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

**Also Present**

Mrs K Sharpe (Clerk & RFO) and seven members of the public, including PC Ann-Marie Gregory, the PC from the rural team that covers West Hallam.

**779 Apologies for absence**

Apologies for absence were accepted from Councillors Mrs H Chapman and Mrs B Adams-Shaw.

**780 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.

**781 Variation of Order of Business**

None.

**782 Public Speaking**

a) Police

PC Gregory gave a report on the incidents in West Hallam that the rural team had been looking into, including theft from vans in the area and also stealing of lead from a couple of properties. PC Gregory advised the best number to ring to report any incident (unless urgent) is 101.

b) County Councillor Report

The Councillor's report was included within the Chairman's report.

**783 Minutes**

**RESOLVED** that the minutes of the meeting of the Parish Council held on 11 September 2017 be approved as a true record and signed by the Chairman.

**784 Exempt Items**

None

## 785 Chairman's Announcements

### a) Chairman's report

The Chairman reminded all Members to submit apologies to Clerk if unable to attend a Council meeting.

At the last meeting the Council had voted to support the Royal British Legion Lamp Post Poppy campaign. The lamp posts had been identified and the relevant permission had been obtained from Derbyshire County Council to put up the poppies during the Poppy Appeal period. The poppies would follow the route of the Remembrance Day parade.

The Chairman gave an update on the situation of the parking of 'for sale' vehicles on the grass verge in front of the Millhouse Garage. Erewash Borough Council had advised they were unable to act, as they could only do something if there was more than one car advertised for sale. Councillor Hart had taken this up with the Highways department at Derbyshire County Council to ask whether there was anything that could be done legally because of the problem with visibility at this road junction. The Parish Council also had the option to obtain a cultivation license for the verge.

It had been noted that the trees near the war memorial had become overgrown. The Clerk was asked to contact the Rectory to request that the trees be cut back.

The Clerk was also asked by the Chairman to check with EBC when the iron fence on St. Wilfrid's Road would be repaired and the temporary safety barriers removed.

The Chairman advised Council that the fridge in the Pavilion needed to be replaced and after a short discussion, approval was given to purchase a new fridge with freezer box which would allow for the existing freezer to be removed too.

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

### b) Consideration given to items raised during Public Participation

The Chairman noted that in response to the Police report given by PC Gregory, she had queried with the constable whether the Council could be informed when CCTV footage had been used during any investigation into an incident. It was also noted that a resident had enquired about the best number to ring to report any incident. PC Gregory advised that this was 101 (unless urgent).

During the open session the Chairman of the Football Club had addressed the Council seeking approval to move the proposed site of the storage container for the Football Club. At this point there was a discussion by Council to consider the request. Councillor Carol Hart had registered her interest as President of the Football Club and took no part in the discussion. Councillors still had reservations about the aesthetic appearance of the container and siting this in the open field in the Beech Lane Recreation Ground rather than behind the Pavilion as originally requested. In the open session the Chairman of the Club had advised that they would ensure suitable screening would be put in place.

**RESOLVED** to support the application to change the site, with a 12 month review period imposed. This relatively short review period would allow the Council the right to request further screening if they were not happy, or ultimately ask for the container to be removed.

Several residents attended the meeting to raise their objections to the planning application for 61 Hallam Way. The Chairman advised the residents on the planning application process. The Clerk was asked to check the status of the application with the planning department at Erewash Borough Council, particularly as it was reported that some building activity had already taken place.

## **786 Reports of Sub Committees and Working Parties**

### 'Friends of Beech Lane'

It was **NOTED** that a meeting of the 'Friends' was due to take place 10 October 2017. The Clerk reported that the 'Awards for All' application had been submitted on 12 September 2017.

## **787 Clerk's Report**

### a) Remembrance Day 2017 update and payments

The Clerk reported that all arrangements had been made for the Remembrance Day parade and Service on Sunday 12 November. A list of payments relating to the event were included on the payment sheet. The Road Closure Order had been granted by EBC and the notices would be displayed at the appropriate time.

### b) Powtrell Pavilion boiler pump

The Clerk had taken further advice from the sterilizing services company on whether a pump was required for the boiler system. They had confirmed that it was needed to avoid Legionella in the system. As the Members had already

agreed for the work to be done if necessary, the Clerk had given the go ahead for the pump to be fitted.

c) High Lane Central land update

The Council's Solicitor had advised that they did not hold the deeds to the piece of land at High Lane Central. Therefore the Chairman would check through the files held by her to locate the deeds.

d) Unity Trust Bank record of authorisation

Unity Trust Bank had advised that they only held a record of online authorisation of transactions for two years; therefore the Clerk advised that she would record in the Minutes each month which two Councillors had authorised that month's payments. This was required to comply with the Council's Financial Regulations.

e) Request for Bin on Mapperley Lane

The Clerk had contacted Mapperley Parish Council to enquire whether they would be willing to purchase a bin for Mapperley Lane jointly with West Hallam Parish Council. Mapperley Parish Council had queried the siting of the bin. The Clerk had advised Council on the position of all existing bins on the Lane. It was decided that no further bins were required.

f) Millhouse Garage

The Clerk had contacted the planning department at Erewash Borough Council regarding the sign displayed by Millhouse Garage at the corner of Station Road and High Lane West. EBC had confirmed that no planning application had been made and they would look into this.

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

**788** **Matters for Determination**

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

**RESOLVED** that the amended Financial Regulations as presented to Council be approved and adopted with immediate effect. The existing Standing Orders and Terms of Reference for the F&GP Committee were approved un-amended.

b) WW1 Commemoration 2018

The Clerk had presented a couple of ideas for the WW1 Commemoration 2018:-

1. Commemorating Beech Lane Recreation Ground as a 'Centenary Field'.
2. Wooden crosses for each individual that had fallen in the First World War, inscribed with their name and the date they died. These would be laid at the War Memorial at the Remembrance Day Service in November 2018.

**RESOLVED** that:-

1. As the Beech Lane land is part of the Newdigate Trust, Council advised that the 'Centenary Field' commemoration would need to be considered by the Trustees of the Trust at their next meeting.
2. The Clerk was asked to contact the local historian Roger Wood for the list of the fallen from the village and obtain costs for the crosses to be made.

c) 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 and would contact the two volunteers from last year to see whether they would still be willing to act as Snow Wardens. 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.

d) DCC Pathways Maintenance Grant

The Council had received information from Derbyshire County Council (DCC) regarding a DCC Pathways Maintenance Grant available to the Parish.

**RESOLVED** that the Clerk would contact Erewash Ramblers to ask their advice on which pathways needed maintenance.

e) Speed Awareness stickers for bins

The Council discussed purchasing some Wheelie bin stickers indicating 30mph & 40mph speed limits and distributing these in the village by some means for use by residents who wished to display these on their bins.

**RESOLVED** that the Council would purchase 50 of each speed limit and offer these as trial to residents. The stickers would be promoted on the website and in the newsletter, with the stickers being available to pick up from one of the businesses in the village.

f) Skate Park repairs

The Clerk had advised that a suitable material had been found to do the Skate Park repairs, although a quote for the work had not been received in time to bring to the Council meeting.

**RESOLVED** by Council that as long as the cost was not prohibitive, the repair work was approved to go ahead as it was necessary for safety at the play area.

g) Parish Council logo and letterhead

The amended designs for the logo with colour had been circulated to all Members and a version had been chosen.

**RESOLVED** Councillor Broughton would ask for a high resolution copy of the chosen design to be sent to Clerk, who would then create some options for letterhead designs to submit to Council.

**789** Derbyshire Association of Local Councils

DALC Circulars 10/2017 & 11/2017 and the DALC 2016/17 Annual Report were **NOTED**

**790** Consultations

None.

**791** 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, and the income report be noted.
- (2) The Bank Account Balances at 30 September 2017 be noted:-
  - Co-Op - Community Direct Plus - £42,378.38
  - Business Select - £14,307.02
  - Unity Trust Bank - £12,862.89

**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 – Hanging Baskets	£855.00	£171.00	£1,026.00
BACS UTB	Erewash Borough Council – Floral Planter	£110.42	£22.08	£132.50
BACS UTB	Grant Thornton – External Audit	£300.00	£60.00	£360.00
BACS UTB	Viking Direct – Stationery Order toner cartridge and stamps	£63.53	£6.67	£70.20
BACS UTB	Fox Landscaping – monthly contract September	£571.66	£114.33	£685.99
BACS UTB	Kate Sharpe – Clerk’s Expenses	£33.90	£0.00	£33.90
BACS UTB	WH Community Centre Recharge for Broadband	£127.80	£0.00	£127.80
BACS UTB	Fee to Mr. Blundell for playing of Last Post at Service of Remembrance	£30.00	£0.00	£30.00
BACS UTB	Powtrell Pavilion – waste management recharge	£69.00	£0.00	£69.00
Cheque 300016	Donation to church for refreshments at Remembrance Day	£30.00	£0.00	£30.00
Cheque 300015	Donation to British Legion for Wreath and Crosses	£80.00	£0.00	£80.00
Cheque 300014	Donation to British Legion for lamp post Poppies.	£30.00	£0.00	£30.00
Debit	Bank Charges from Unity Trust Bank 30/9	£18.00	£0.00	£18.00

**Income** – None.

It was **NOTED** that at the most recent F&GP Committee meeting it and been recommended, to comply with Financial Regulations, that a Member should be nominated to undertake a quarterly check of the Income and expenditure accounts, budget monitoring and Bank reconciliation.

**RESOLVED** the Councillor to undertake this check for 2017/18 would be Councillor T Maclean.

**792 Planning**

Dealt with previously.

**a) ERE/0817/0066 – 66 St.Wilfrids Road, West Hallam**

Two storey extension to side/front. Addition of pitched roof over existing hall/lounge projection to front elevation. Existing conservatory to rear to be replaced by new orangery. Widening of existing highway access.

Responses from Councillors Mrs C Hart and Mr C Barnes.

**b) ERE/0817/0070 – 32 Beech Lane, West Hallam**

Two storey and single storey rear extension.

Response from Councillor Mrs C Hart.

**c) ERE/0817/0076 – 61 Hallam Way, West Hallam**

Proposed single storey side extension, alterations to front porch including new dual-pitched roof, replacement windows, render & cedar cladding to external elevations of existing dwelling, erection of a detached garage and new driveway, vehicular access & dropped kerb onto Harlow Court.

Response from Councillor Mrs C Hart.

**d) ERE/0817/0077 – 120, High Lane East, West Hallam**

Erection of single storey flat roof rear extension, height of existing rear balcony increased & insertion of ground floor window to side elevation of existing dwelling.

Responses from Councillors Mrs C Hart, Mr T Maclean and Mr D Adams-Shaw.

**e) ERE/0917/0030 – Lane behind 84 & 84a Station Road, West Hallam**

New two bedroom detached bungalow on the land to the rear of 84 and 84a Station Road, West Hallam, Derbyshire.

Responses from Councillors Mrs C Hart and Mr C Barnes.

**793 Items for Information only - None.**

**794 Correspondence - None.**

**795 Date and Time of Next Meeting**

Council **NOTED** that the next meeting would be held on Monday 13 November 2017 at 7pm.

**796 Exempt Items - None.**