

Minutes of the Annual Meeting of the West Hallam Parish Council

Held at the Powtrell Pavilion on Monday 10 June 2019

Present

Councillors Mrs C Hart (Chairman), Mr R Brooks, Mrs D Cox, Mr R Flatley, Mr K Garvey, Mr R Mee and Mrs L Webster

Also Present

Mrs K Sharpe (Clerk & RFO). There were no members of the public present.

92/19 Public Participation

At the start of the meeting a period was made available for members of the public to ask questions or submit comments about Parish matters.

93/19 Apologies for absence

None

94/19 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.

Councillor Mr R Brooks declared a personal interest in respect of being the Chairman of the Well Dressing Festival Committee.

95/19 Variation of Order of Business

None.

96/19 Public Speaking

a) Police

None.

b) Borough Councillor Report

Councillor Mee, a new member for the ward at Erewash Borough Council, reported that he had been able to resolve ownership of an unadopted road for a group of residents. East Midlands Homes had now confirmed the road was their responsibility and that they would address the issue of potholes.

Councillor Mee also advised he planned to hold street surgeries rather than a static surgery at a venue.

Councillor Cox said that she too was a new member for the West Hallam/Dale Abbey/Stanley Common ward and was on a steep learning curve. She also added that she had attended the D Day service held by the Ilkeston Branch of the British Legion held at the Centotaph in Ilkeston market-place.

Councillor Hart said she continued to be a member for the ward at Erewash Borough Council and had been re-elected as Leader.

- c) County Councillor Report
No report.

97/19 Approval of Minutes

RESOLVED that the minutes of the annual meeting of the Parish Council held on 13 May 2019 be approved as a true record and signed by the Chairman.

98/19 Exempt Items

It was **RESOLVED** that an item on the CCTV provision from HGA Ltd. would be discussed under Exempt items.

99/19 Chairman's Announcements

- a) Chairman's report

The Chairman had received a request for remembrance crosses to be placed in the planters at the Mapperley Crossroads in time for D Day commemoration on 6 June. As there was no time to bring this to Council, Councillor Hart had given permission on behalf of the Council as she was confident that there would be no objection to this.

The Chairman had been contacted by a resident who was keen to promote Eco Activities in the local community such as a community garden, community swap event and a community litter pick. The Parish Council were keen to support any such initiatives and invited the resident to come to a future meeting to talk through these ideas.

The verge alongside Beech Lane had been cut by EBC on behalf of DCC, however it was only one swathe and still looked overgrown. To get the verge in a tidy state for the Well Dressing weekend, the Clerk would ask for a quote from the Grounds Maintenance Contractor for this to be cut back further; this would be brought to 9 July meeting for approval in order for the work to be carried out prior to the Well Dressing weekend.

The Chairman had received an email from the lady who runs the Zumba class at the Community Centre. The email outlined an incident of intimidation by a group of youths and praised the action of a member of staff from HGA Ltd. who came on site to reassure the group and ensure their safety. The Council agreed that the Clerk would send a letter to the Managing Director of HGA Ltd. asking him to pass on the Council's thanks to the member of staff who went over and above his job role to help.

The Chairman reported back on her visit to the Scout Group where she had been asked to speak on the role of the Parish Council. The Scout Group had asked what they could do for the future of the community.

Unfortunately, there had been a report of a child being cut by broken glass on the play equipment at Beech Lane. The Clerk and Councillor Cox had visited the site to clean up any glass and ensure it was safe.

In addition to the tree work at Scargill School to clear sight lines for cameras, the Chairman had received a further request from HGA for work to be done on bushes and trees at the Community Centre. The Clerk would schedule this work with the tree surgeon.

b) Consideration given to items raised during Public Participation

No matters were raised.

RESOLVED that the report and actions be noted and approved.

100/19 Reports of Sub Committees and Working Parties

None

101/19 Clerk's Report

a) Update on new CCTV installation

The installation of the fibre broadband was now complete and a WiFi code was available for users of the Pavilion.

b) Tree work – clearing of sight lines for cameras

As part of installing the cameras, HGA had requested that the sight lines be cleared at Scargill School to give a good view of the play area and Pavilion. The Clerk, in consultation with the Chairman had scheduled this work with the tree surgeon, so that it could go ahead asap. The Clerk reported this retrospectively to the meeting.

c) Tree works on Millhouse / at back of Hallam Way

Following recent tree works to the rear of a property on Hallam Way, a request had been made by the resident for further work to be done. The Council considered this request, but as work recommended by tree surgeon had been carried out, the Clerk would advise resident that no further work would be undertaken.

d) Rights of Way Minor Maintenance Grant

The Clerk had received details of the DCC Rights of Way Minor Maintenance Grant that was available to the Parish Council for any improvements required on Rights of Way in the parish. Councillor Mee would liaise with the West Hallam Ramblers to identify any rights of way in need of improvement.

e) Derbyshire Poppy Appeal – lamp post poppies

The Clerk had enquired whether any further lamp post poppies would be required this year for the Remembrance period. The Clerk would check how

many remained from previous years and report back to Council. It was agreed that some extra poppies should be ordered to put on the lamp posts at Mapperley crossroads near to the new seat and plants.

f) Dedication of Remembrance Bench & Planters

The Clerk had previously been asked to arrange a date with the Rev. Gill Turner-Callis for the dedication of the Remembrance Bench & Planters. It had been suggested that this occur on the same date as the dedication of the new gates at Mapperley Church. Rev Turner-Callis had advised that this dedication may not happen for 3-4 months; Council agreed to wait.

g) DALC Play Area Inspection Training

The Clerk had brought details of Play Area Inspection Training to the meeting with the suggestion that a Member attend the training. Council felt that the task was a responsible one and should be left to the contractor already carrying out the checks.

RESOLVED that the report and actions be noted.

102/19 Matters for Determination

a) To fill vacancies on Parish Council

The Council discussed the co-option procedure for the two vacant seats.

RESOLVED that the Notice of vacancies would be posted to the Council's website and noticeboards and an application form be made available. Applications were to be made to the Clerk by 15 July 2019. If more than two applications were received, it was suggested that a small group e.g. Chairman, Vice Chairman and Clerk, meet with the applicants before recommending the two candidates to fill the posts.

b) Representatives on Committees and Outside Bodies

The Council considered the representatives to be appointed the various Committees and Outside Bodies.

RESOLVED that the representatives be appointed to the various Committees and Outside Bodies as outlined in Appendix 1

c) Station Road play area – quotes for refurbishment

Several quotes from play equipment suppliers had been received for the refurbishment of the Station Road play area.

RESOLVED to refer these to the Finance and General Purposes Committee for consideration; and for the Committee to bring a recommendation to Council.

d) Request for litter picking on Well Dressing weekend

The Well Dressing Festival Committee had made a request for a Parish Council litter picker to be on duty for a couple of hours after the Well Dressing event on Saturday 13 July 2019.

RESOLVED the Clerk would arrange for a litter picker to be available; she would also arrange with EBC to empty the bins in the village on Sunday morning.

e) Requests for s137 grant from West Hallam Community Centre

The Council considered an application from West Hallam Community Centre for a donation towards the cost of rates and utilities for the current financial year.

RESOLVED to award £615.00 to the Community Centre as a donation under s137 of Local Government Act 1972.

f) EBC Community Grant Scheme for 2019 Summer Play Schemes

The Council were asked to consider whether to make an application to EBC Community Grant Scheme for the 2019 summer play schemes.

RESOLVED that the Clerk would make an application to the grant scheme before the 25 June 2019 deadline.

103/19 Derbyshire Association of Local Councils

DALC Circular 07/2019 and the call for nominations to join the Derbyshire Association of Local Council's Executive Committee were **NOTED**.

104/19 Consultations

None.

105/19 Internal Audit Report and Receipts and Payments account

Council received the Internal Auditor's report for 2018/19.

It was noted that the accounts had been approved and there were no matters to be drawn to the attention of the Council.

Council were then asked to approve the Receipts and Payments Accounts for 2018/19.

RESOLVED that

- 1) the report of the Internal Auditor be received and approved.
- 2) The Receipts and Payments Accounts be approved and signed by the Chairman and Clerk/RFO.

106/19 Annual Governance Statement

Council were asked to approve the Annual Governance Statement for 2018/19.

RESOLVED that the Annual Governance Statement 2018/19 (Section 1 of the Annual Return) be approved by Council and signed by the Chairman and Clerk/RFO.

107/19 Accounting Statements

Council were asked to approve the Accounting Statements for 2018/19

RESOLVED That the Accounting Statements for 2018/19 (Section 2 of the Annual Return) be approved by Council and signed by the Chairman and Clerk/RFO.

108/19 Annual Return 2018/19

RESOLVED that the Annual Return be submitted to the External Auditor and the prescribed notices and accounts be published on the website and displayed on the notice boards.

109/19 Appointment of Internal Auditor for 2019/20

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

110/19 Finance

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

These reports were **NOTED**.

- b) 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 May 2019 be noted: -

- Co-Op - Community Direct Plus - £ 37,383.38
- Business Select - £14,339.04
- Unity Trust Bank - £ 45,740.18

Payments

Cheques were signed by Councillor Mrs C Hart and the Clerk at the meeting on 10 June 2019. (All payments were made from the Unity Trust Bank account).

Cheque no/BACS	Payee/Description	Nett	VAT	Gross
Cheque 300050	Erewash Borough Council – salaries May	£1316.89	£6.56	£1323.45
Cheque 300051	Fox Landscaping – monthly contract May	£616.66	£123.33	£739.99
Cheque 300052	K Sharpe – Clerk’s Expenses	£69.28	£0.00	£69.28
Cheque 300053	Barrie Woodcock - Internal Audi Fee	£124.77	£0.00	£124.77
Cheque 300054	Chairman’s Allowance	£367.78	£0.00	£367.78
Cheque 300055	West Hallam Community Centre – Telephone Recharge	£29.67	£0.00	£29.67
Cheque 300056	Heanor Gate Association Ltd. CCTV Monitoring April - Sept	£2500.00	£500.00	£3000.00
Cheque 300057	West Hallam Community Centre S137 donation towards rates/utilities	£615.00	£0.00	£615.00

Income

Community Centre Pre-school - contribution broadband	£30.00
Interest on Bank Account – Co-Op Business Select Instant Access	£25.31

111/19 Planning

Dealt with previously: -

- a) **ERE/0419/0064** – 145 Nursery Avenue, West Hallam
Erection of single storey side and rear extensions (Re-submission of 0918/0018 to increase the width of the side extension and change the rear extension roof to a flat roof).
Responses – Councillors Mrs C Hart, Mr R Flatley, Mr K Garvey and Mr R Mee.

- b) **ERE/0519/0053** – 156 Hallam Way, West Hallam
Single storey front extension (Resubmission of 0119/0052 to render front single existing and proposed extensions).
Response – Councillors Mrs C Hart, Mr R Brooks, Mr K Garvey, Mr R Mee and Mrs L Webster.

112/19 Items for Information only

Council **NOTED** Derbyshire County Council's 'Derbyshire Climate and Carbon Reduction Manifesto May 2019'.

113/19 Correspondence

The following Correspondence was discussed, and action **NOTED**:

- a) Email re. incident on play equipment at Station Road
- b) Email re. footpath issue between West Hallam and Dale Abbey

114/19 Date and Time of Next Meeting

Council **NOTED** that the next meeting of the Parish Council would be held on Monday 8 July 2019 at 7pm.

Appendix 1

Committee and outside bodies appointments 2019/20

It was **RESOLVED** that the following appointments be made by the Parish Council for 2019/20:

Powtrell Pavilion – Term of Office ends May 2023

Cllr Mr. R Brooks
Cllr Mr. K Garvey
Cllr Mrs. C Hart

Ann Powtrell Foundation – Term of Office ends 31 August 2021

Mr. B Broughton
Cllr Mr. R Flatley
Cllr Mrs. C Hart

Scargill Foundation – Term of Office ends May 2019

Cllr Mrs. C Hart

West Hallam Community Centre

Cllr Mr. R Brooks
Cllr Mr. K Garvey

West Hallam Village Hall Charity Committee

Cllr Mr. R Mee

West Hallam Trust – Term of Office ends (?)

Representative Trustees (appointed by Parish Council)

Mrs. C Barnes

Cllr Mrs. D Cox

Mr. A Draycott

Mrs. J Hayes

Mr. S Webster

Co-opted Trustees (appointed by the other Trustees)

Mr. J Fowler

Cllr Mrs. C Hart

Cllr Mrs. L Webster

Ex Officio

Rev Gill Turner-Callis

Christmas Lights Committee

Mrs. Ann Ainsworth

Cllr Mr. R Brooks

Cllr Mrs. D Cox

Cllr Mr. R Flatley

Cllr Mrs. C Hart

Finance & General Purposes Committee

Cllr Mr. R Brooks

Cllr Mr. K Garvey

Cllr Mrs. C Hart

Cllr Mr. R Mee

Cllr Mrs. L Webster

Borough Parish Liaison Forum (EBC)

Nominations to be presented as and when such meetings are convened.

Parish and Town Councils Liaison Forum (DCC)

Nominations to be presented as and when meetings are convened.

It was also **RESOLVED** that the arrangements relating to the consideration of planning applications which has operated for the past twelve months continue and that a Planning Sub-Committee be not appointed.