

OVERSEAL PARISH COUNCIL

MINUTES of the Meeting of the Council held at the Village Hall, Overseal on Thursday 11 January 2018.

Present: Mrs C M Knight - Chairman
Mr A W Cook, Mr R Cox, Mr J Howes, Mr M A Knight, Mrs R O'Brien, and Mr S C Sharpe.

Apologies for absence were received from Mrs J Cunningham-Gardner, Mrs M Elton, Mrs T A Rogers, Cllr Mrs M E Hall (South Derbyshire District Council) and Mr D McMillan, PCSO, together with Mr J E White.

105 DECLARATIONS OF INTERESTS

None.

106 PUBLIC QUESTIONS AND ANSWERS

None.

107 MINUTES

The minutes of the meeting held on 7 December 2017, copies of which had been previously circulated, were approved as a true record subject to correction of minute no 98.11 (Use of Village Hall) to refer to a discount of 50% rather than 5%,

108 COUNTY, DISTRICT AND POLICE MATTERS

108.1 District Council. The area around the new showrooms on Moira Road had become very untidy with debris and building materials spilling onto the road. Access to the construction site appeared to be unrestricted providing a temptation to children.

108.2 Police. The PCSO's report on crime statistics for December was submitted and showed a reduction since the previous month. Discarded needles had been found in the public toilets and on the recreation ground in the area opposite Daisy Lane. It was also reported that there may be some theft of electricity from the public toilet, via a toaster being connected illegally to the meter box; this would be reported to the relevant supplier.

108.3 County Council. Parking at and adjacent to the Co-op was causing access problems for residents on Burton road. HGV's could not access the parking area and as a consequence mounted the pavement and obstruct driveways. The County Council would be asked to conduct a site visit to determine the best course of action.

A pothole on Burton road adjacent to 197 had become a serious hazard and could affect vehicle steering; this was concerning because of the recent fatal accident in this area. A pothole on Woodville Road outside no 6 required urgent attention. A related issue was the condition of the road approaching Cadley Hill Island from Castle Gresley. The road had become very slippery due to contamination with earth centring on a field access opposite Drift Road and was the scene of a recent accident.

The County Council would also be asked for information about their policy regarding the roll out of LED street lighting

The road surface on Hallcroft Avenue was in a very poor condition and the County Council would be asked when it would be due for remedial work?

108.4 North West Leicestershire. Recent flooding of the road at the Hooborough Brook Woodville Road appeared to be because the drain gulleys were blocked and required cleaning and the District Council would be asked to clear these as a matter of urgency.

109 CLERK'S REPORT

109.1 Progress report. A progress report on various matters previously raised was considered (copy attached to the official copy of the Minutes). Work had started on clearing the path but it soon became clear this was a much bigger job than thought; however, it was due to be cleared during January. Repairs to the tarmac near the substation in Woodville Road had been completed, but the grass verge was being damaged by parking.

109.2 Forward Planning. The Council received the report on Forward Planning issues (copy attached to the official copy of the minutes).

109.3 Planting on embankment near to the residential home. The necessary plants had been ordered and would be planted as soon as conditions permitted.

109.4 Changing rooms floor. Work was complete in the team room, showers and toilet and the ancillary work to the foyer. The floor in the referee's room had been surfaced during the first week in January and a floor repair in the Village Hall had also been carried out. A proposal to install a ramp to the referee's room would not be proceeded with as there had been no demand since the building was completed; one could be made if a need should occur in the future.

109.5 Public toilets upgrade. A meeting had been held with an Officer of the District Council, who had taken notes of the suggested upgrades to the premises. He would discuss this with colleagues and report back.

110 COUNCILLORS' INSPECTION REPORTS

The reports were submitted. The main outstanding matter was the weed growth in the changing rooms gutters.

111 PLANNING APPLICATIONS

The following applications had been approved:

1106 Rear extension & rear dormer, 5a Acresford Road

1098 Certificate of Lawful Use, Swainswood Leisure Park, Park Road (occupation of caravans as domestic, residential accommodation).

Application for decision:

1051 Extensions and raising main roof, 171 Burton Road. No objection.

112 VILLAGE HALL MATTERS

A quotation had been received from Swadlincote Windows for new emergency exit doors to replace the existing faulty unit in the rear room. It was agreed to accept the quotation. A problem was highlighted where the wall to the right of the stage was very damp and mould was growing, this was a long standing fault that requires investigation.

113 WEBSITE

It was agreed that a calendar be included on the website indicating regular and continuous bookings of the village Hall. Also activities such as the planned Wassail needed to be shown.

114 ACCOUNTS**114.1 Accounts for payment**

Payment of the following accounts was authorised:

Cheque	Supplier	Description	Net	VAT	Total
*2500	Harvey & Clark Ltd	Changing rooms floor repair (3rd certificate)	4164.00	832.80	4996.80
*2505	S Ruddle	Caretaker	541.07		541.07
*2506	E Evans	Litter	128.20		128.20
2508	J E White	Salary & Expenses	1471.10	3.71	1474.81
2509	HM Revenue & Customs	PAYE	665.20		665.20
2510	K H Packaging & Disposables Ltd	Cleaning materials	67.60	13.52	81.12
2511	Structural Design Associates	Professional fees re changing rooms	1800.00	360.00	2160.00
2512	D Walker	Christmas lights	250.00		250.00
2513	South Derbyshire District Council	Rent of Lullington Road allotments	100.00		100.00
D/D	TalkTalk	Internet charges	21.95	4.39	26.34
D/D	NEST	Pension contributions	25.42		25.42
D/D	SSE	Gas to Village Hall	402.89	80.48	482.89

* These accounts had been paid between meetings to avoid unnecessary delay.

114.2 Receipts

The following amounts had been received since the last meeting:

Name	Description	Amount
S Ruddle	Village Hall lettings	1093.75
Churches Together	Wreath donation	20.00
Various	Use of Pavilion	130.00
Overseal Primary school	Use of Village Hall for Summer Production	50.00

115 COUNCILLORS' REPORTS

115.1 Redundant bus stops. While the County Council had agreed to put self-adhesive stickers on the signs for redundant bus stops, they would be asked to supply the stickers and a list of affected signs for the Parish Council to use as this would expedite matters.

115.2 Land at Hallcroft Avenue. It was agreed to consider what could be done with the triangle of land adjoining Mr Busby's land, which was deeply rutted at the moment due to tractors crossing.

115.3 Seagull Chip Shop. Following the incident at the Seagull Chip shop enquiries would be made regarding any plans for this empty unit.

115.4 Spring Cottage Fisheries - footpaths. The footpaths at the Overseal Fishing Site had been made impassable following access for tree cutting work by Western Power contractors; hopefully this may be the trigger to get this continuing problem sorted.

115.5 Heritage name road signs These street nameplates were attached beneath the modern signs; it was considered that more should be acquired and fitted to preserve heritage road names as this would dovetail with plans to produce Village walk and history leaflets.

The meeting was adjourned at 8.15 pm to Thursday 18 January 2018 at 7 pm in the Pavilion.

Chairman

OVERSEAL PARISH COUNCIL

MINUTES of the adjourned Meeting of the Council held at the Pavilion, Overseal on Thursday 18 January 2018.

Present: Mrs C M Knight - Chairman
Mr A W Cook, Mr R Cox, Mr J Howes, Mr M A Knight, and Mr S C Sharpe.

Apologies for absence were received from Mrs J Cunningham-Gardner, Mrs M Elton, Mrs T A Rogers, Mrs R O'Brien and Cllr Mrs M E Hall (South Derbyshire District Council).

116 DECLARATIONS OF INTERESTS

None.

117 PUBLIC QUESTIONS AND ANSWERS

None.

118 CLERK'S REPORT

118.1 Pavilion. Simon Fern had confirmed that he would be able to undertake the internal painting of the Pavilion, including associated minor repairs, before the end of March and would provide a quotation shortly.

The Council indicated that they would like to upgrade some of the furniture and the club would like to replace 50 chairs, together with 12 small tables. At some point, replacement of the old dishwasher would also be useful. All of the present furniture was provided by the club many years ago. The purchase of the chairs and tables was agreed at a total cost of £1712, which would be met from the Repairs & Renewals Fund, the style of the furniture to match those in the Village Hall so that they would be interchangeable for functions etc.

118.2 Wreaths for Remembrance Day. Donations totalling £255.00 had been received from organisations and individuals who laid wreaths. The Council agreed to make an additional donation of £50.

118.3 Junior Football Club. The club had asked for exclusive use of the bottom pitch for the 2018/9 season (as in the past, this would not exclude non-football related events). Agreed.

They had also asked for use of the top pitch on Sundays as they were assembling an under-18s team; the top pitch was currently used for 2 teams by Woodville Rangers but they were only going to have one team next season. Both Overseal Juniors and Woodville Rangers were in the same league and each had their own equipment. On that basis, the request was agreed.

118.4 Planning documents. The District Council had adopted 2 supplementary planning documents, the Affordable Housing and Design Guides, which were the subject of consultation last June. They covered such things as tenure and quality of affordable housing, housing need and providers. Noted.

118.5 Data Protection. It was reported at the last meeting that new regulations would impose duties on Councils to document how they dealt with data protection issues and that some Councils were taking the view that this should be done externally, not by the Clerk. NALC had advised that templates were to be issued shortly, dealing with the following matters, which illustrated the scope of the duties:

- consent forms;
- data rights checklist and template response letter;
- security incident response policy checklist;
- data processing checklist; GDPR checklist template;
- DPIA assessment template; and
- privacy notice templates (covering Employees and role holders, Candidates and job applicants, general use notice for residents receiving information, specific notice for residents receiving services)

NALC were also actively exploring the option of a national Data Protection Officer, having come to the conclusion that this role could not generally be carried out by Clerks. They urged all councils to include a budget line in their budget for next year for GDPR expense - an early estimate was that a nationally provided service would be in the region of about £300 per annum. Further information was awaited.

Data Protection registration had been renewed for this year.

118.6 Redundant bus stops. The County Council had agreed to provide a list of the stops in Overseal and to supply some stickers for the Parish Council to apply to the signs.

118.7 Cadley Hill. The County Council had been pressing the landowner responsible for the mud on the road to deal with it and would continue to do so.

119 ACCOUNTS

119.1 Accounts for payment

Payment of the following accounts was authorised:

Cheque	Supplier	Description	Net	VAT	Total
2514	Swadlincote Window Company Ltd	Deposit on replacement doors for Village Hall	127.50		127.50
2515	Tollgate Garden Supplies (Woodville) Ltd	Grit	642.18	127.82	770.00
2516	Harvey & Clark Ltd	Changing rooms floor repair (final certificate)	1517.00	303.40	1820.40
2517	Linton & District Poppy Appeal	Donation	305.00		305.00

119.2 Audit. The Council's financial documents were inspected.

120 BUDGET FOR 2018/2019

The Council considered the report of the Clerk and Responsible Financial Officer (copy attached to the official copy of the minutes).

RESOLVED:

(a) That no alteration be made to the hire rates and charges for the Village Hall;

(b) That the charges for the use of the top pitch be increased to £350 per team, less a discount of £50 for prompt payment, subject to the clubs marking out the pitch etc as previously; the increase was to reflect that the changing rooms were now fully operational;

(c) That the charge of £650 per season for the lower pitch, less a prompt payment discount of £100, remain unchanged;

- (d) That no change be made to the allotment rents or for the land at Lullington Road;
- (e) That no change be made to the salaries and wages other than to implement the National Living Wage increase from 1 April 2018;
- (f) That provision be made for painting the railings adjoining the play area in the sum of £850; and that provision for updating the CCTV system in the sum of £1500 be included;
- (g) That the provision in the Repairs & Renewals Fund for replacement of the Village Hall be increased by £5000 and that a further contribution of £5000 be made to the Fund;
- (h) That the remainder of the draft budget be approved;
- (i) That a Precept of £30076 be levied, being an increase of 3%.

121 COUNCILLORS' REPORTS

- 121.1 Changing rooms gutters.** An offer to clear the gutters for £40 had been received and was accepted.
- 121.2 Forest View - nuisance.** A group of young people were causing a nuisance by blocking drives with scooters, and misbehaving; this would be reported to the PCSO to offer appropriate advice.
- 121.3 Goal posts - storage.** The goal posts were currently stored between games in one of the changing rooms. Suitable alternatives would be sought.

The meeting ended at 8.00 pm

Chairman