

# OVERSEAL PARISH COUNCIL

MINUTES of the Annual Meeting of the Council held at the Village Hall, Overseal on Thursday 3 May 2018.

**Present:** Mrs C M Knight - Chairman  
Mr A W Cook, Mr R Cox, Mrs J Cunningham-Gardner, Mrs M Elton, Mrs R O'Brien, Mr S C Sharpe and Mrs S M Ward.

**In attendance:** Cllr P Murray (South Derbyshire District Council and Derbyshire County Council).

**Apologies for absence** were received from Mr J Howes, Mr M A Knight and Cllr Mrs M E Hall (South Derbyshire District Council).

## 1 DECLARATIONS OF INTERESTS

None.

## 2 PUBLIC QUESTIONS AND ANSWERS

Several residents of Shortheath attended the meeting. Two street lights which had recently been installed needed attention as one was blocked by nearby conifers and the other had not had the LED fitting installed. A number of potholes had been reported but not yet dealt with and there was water running off a nearby field and across the road. The Chairman would speak to the landowner about this.

HGVs were using the road, which was unsuitable for heavy traffic because of the sharp bends; the County Council would be asked to make a weight restriction order on Shortheath and Moira Road.

## 3 ELECTION OF CHAIRMAN

Mrs C M Knight was elected Chairman of the Council for the ensuing year.

## 4 VICE-CHAIRMAN

Mr A W Cook was elected Vice-Chairman of the Council for the ensuing year.

## 5 MINUTES

The minutes of the meeting held on 5 April 2018, copies of which had been previously circulated, were approved as a true record.

## 6 APPOINTMENT OF COMMITTEES

Resolved: that the following appointments be made

**Disciplinary Committee.** (To deal with dismissal of an employee, should the case arise) - Vice-Chairman, Mrs R O'Brien and Mr M A Knight.

**Appeals Panel** (to hear any appeals on disciplinary matters) – Chairman, and Mr S C Sharpe.

Two members to act as local contacts in the event of a major emergency – Mrs G Edwards (subject to her being willing to continue) and Mrs C M Knight

## 7 APPOINTMENTS TO OUTSIDE BODIES.

Resolved: That the following appointments to outside bodies be made:

Heart of the Forest Forum	Mr M A Knight
Safer Neighbourhoods Partnership}	Chairman of the Council, with
Linton Area Committee }	Mr S Sharpe acting as deputy
Police Liaison Committee }	

(Note: These bodies meet on the same evening in sequence and have now been combined into the Linton Area Forum)

Netherseal, Overseal and Lullington Charity Mrs C M Knight (appointed until October 2022)

New Albion Liaison Committee Mr G S Knight

The Committee would be asked to ensure that Mr Knight was on their distribution list for correspondence.

## 8 COUNTY, DISTRICT AND POLICE MATTERS

**8.1 District Council.** The recycling bins had still not been returned to their correct position at the car park and there were two blocked drains in Moira Road which needed clearing. Cllr Murray agreed to report these matters. Fly tipping had taken place in a field to the rear of the nature area at the side of the school; this would be reported to the District Council.

**8.2 Police.** No report had been received. The Police would be asked to provide a presence in the village as a group of teenage boys were causing considerable nuisance, including riding bicycles in amongst the traffic on the A.444.

**8.3 County Council.** In answer to questions, Cllr Murray confirmed that Hallcroft Avenue was to be resurfaced and Cllr Murray would check that the street lights on A.444 were to be converted to LEDs.

Reference was made to an altercation which had taken place on the car park due to a car being parked in the circulation space preventing access to the rear spaces. It was suggested that yellow 'box' markings should be installed so as to clarify that parking was prohibited there; the school had offered to do this work if permission were granted by the County Council and Cllr Murray would enquire whether this could be done.

## 9 CLERK'S REPORT

**9.1 Progress report.** A progress report on various matters previously raised was considered (copy attached to the official copy of the Minutes).

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

### 9.3 Libraries

The County Council was consulting on proposed changes to the Library Service. They proposed to retain all libraries in some form or other, but wanted to have 20 operated by communities directly.

The mobile library service changed in 2014, including withdrawing 8 of the 10 vehicles from use and a few minor changes to routes and timings had been made since. They said that there had been '*a steady and ongoing reduction in the use of the Mobile Library Service in terms of book issues and customer*

visits to the vehicles' since 2015 when the latest arrangements were implemented.

The County Council proposed *'that the library service engage with voluntary/community organisations to look at alternative methods of delivery for the Mobile Library Service. For example, community organisations could offer coordinated group visits to static libraries, providing transport to the nearest static library for those who needed it. Other options could be to pilot the concept of community, or 'satellite' libraries in communities where mobile libraries currently deliver a service with limited collections of library resources located in community settings. Small collections of materials could be made available on community transport vehicles'*.

While the difficulties of scheduling visits by the mobile Library were appreciated, the present monthly visits were inconvenient and better use of the service would take place if the visits were timed at school closing time i.e. between 3.15 and 4.00 pm. The County Council would be asked to review this.

Some years ago, one of the back rooms at the Village Hall had been used to house a library and this possibility would be discussed at the next meeting.

- 9.4 Lamp Post Poppies.** The Royal British Legion Campaign asked whether the Council would like any more poppies for this November, particularly as 2018 was the centenary of the end of World War 1. 20 more would be ordered.
- 9.5 Pavilion.** A Hiring Agreement and booking forms had been produced, based on the document used for the Village Hall. Direction signs for evacuation and assembly had been ordered and would be erected shortly.
- 9.6 Councillor training course.** A further Councillor Essential Training course was planned for 21 June 2018 at the DALC Office, Cromford, 6.00pm – 8.30pm at a cost of £45 per delegate. Noted.
- 9.7 Roadworks, Woodville Road.** Cadent Gas would be working in Woodville Road between 8 and 11 May and this would result in temporary No Waiting between 90 and 106 and between 161 and 183. There would be traffic lights as the road would be reduced to a single lane during the works. Noted.
- 9.8 Play and fitness equipment.** The District Council had approved the application of S.106 monies to the two projects and had also approved a further amount to reimburse the Council's net expenditure on the changing rooms floor repairs (£6646.11). Acting under delegated powers, the Chairman and Vice-Chairman had authorised placing orders with Kompan for the equipment and payment of the 50% contribution in accordance with Kompan's terms of business. The overall net effect on the Council's balances was an increase of £3404.77.
- 9.9 Civic Council meeting.** An invitation had been received from the District Council to attend the Civic Council meeting on 24 May, when the new Chairman would be installed. Noted.
- 9.10 Overseale House.** The District Council's Heritage Officer had inspected the premises and would continue to liaise with the owner/occupier to ensure that the building was restored to good condition.

**10 COUNCILLORS' INSPECTION REPORTS**

The reports had been received and no actions were required.

**11 PLANNING APPLICATIONS****The following applications had been approved:**

0215 Extension, Middle Hayes, Green Lane

NWLDC 0324 - Scoping Opinion, warehouse development at Chilcote. The Clerk reported that a joint meeting of councils and the Parish Meeting with the proposed Developers was to be arranged.

**Applications for decision:**

0293 Extensions, 1 Edward Street. No objection.

0389 Demolition of existing dwelling and garage, and construction of a new dwelling and detached garage, 151 Moira Road. No objection.

**12 VILLAGE HALL MATTERS**

A further 'No dogs' notice was required for the MUGA. The proposed siting of the fitness equipment to the rear of the MUGA would be communicated to the Junior Football Club, which used part of the area for training: it was also pointed out that the new equipment should be sited far enough away from the MUGA so as not to prevent enlargement of the MUGA to allow it to be used for netball or 5-a-side football.

**13 WEBSITE**

None.

**14 ACCOUNTS****14.1 Accounts for payment**

Payment of the following accounts was authorised:

<b>Cheque</b>	<b>Supplier</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
*2550	Kompan	50% deposit for play and fitness equipment	11231.63	2246.33	13477.96
2551	A & J Bartlett Ltd	Electrical repairs & installation of new hand dryer	586.71	117.34	704.05
2552	S Ruddle	Caretaker	620.13		620.13
2553	E Evans	Litter	134.54		134.54
2554	J M Summerfield	Litter	74.39		74.39
2555	I Fraser	Internal audit fee	150.00		150.00
2556	Alison Williamson	Deputising for Caretaker	144.00		144.00
2557	DALC	Training course fee	45.00		45.00
2558	A Weston	Repairs to changing rooms & erection of street nameplates and grit bin notices	210.00		210.00
2559	Ian Stone Gardening Services	Mowing & fertilising football pitch, mowing Daisy Lane, Village Hall etc.	820.00		820.00
D/D	SSE	Electricity to Village Hall	696.83	139.36	836.19
D/D	TalkTalk	Internet charges	23.95	4.79	28.74
D/D	NEST	Pension contributions	31.16		31.16

\*This account had been paid between meetings in accordance with delegated powers.

## 14.2 Receipts

The following amounts had been received since the last meeting:

Name	Description	Amount
S Ruddle	Village Hall lettings	1047.00
Overseal Allotments Association	Rent of allotments at Lullington Road	225.00
Overseal Memorial Bowls Club	Rent of Pavilion & green	150.00
Derbyshire County Council	Rights of Way refund	219.50
HM Revenue & Customs	VAT refund	2295.78

**14.3 Audit.** The Council's financial documents were inspected.

### 14.4 Accounts for 2017/2018.

The Council considered the report of the Clerk and Responsible Financial on the accounts for the year (copy attached to the official copy of the minutes).

### 14.5 Internal Auditor's report.

The Council received the Internal Auditor's report. No actions were required.

### 14.6 Annual Governance and Accountability Return.

**14.6.1 Annual Governance Statement.** The Statement, copies of which had been previously circulated, was approved.

**14.6.2 Accounting Statements.** The Statements, copies of which had been previously circulated, were approved.

**14.6.3 RESOLVED:** That the Chairman be authorised to sign the Annual Governance and Accountability Return.

## 15 COUNCILLORS' REPORTS

**15.1 Spraying at Village Hall.** A resident had queried the nature of the material used for spraying; the Clerk confirmed that the weed-killer used was approved and that the user had the appropriate certificate.

Ian Stone would be asked to realign the planters at the Village Hall.

**15.2 Small holding, Burton Road.** Bricks and other materials had been brought on to the land and a hard-standing constructed. This would be referred to the District Council to check whether planning permission was required and whether there was action necessary to tidy the land.

**15.3 Gala Committee.** The Overload Festival was to take place on 26 May. A quotation had been received for the installation of an external power point at the rear of the Village Hall. Its purpose was initially to power equipment used by the Gala Committee for various events, but it would be available on request for any public events requiring it. While alternative quotations would be sought by the Committee, the Council confirmed in principle that it would be prepared to make a contribution towards the cost.

**15.4 Possible extension of the MUGA.** The Clerk was asked to enquire of the District Council whether S.106 funds could be used towards the cost of this project.

**15.5 Traffic signs.** Signs at the roundabout near to Park Road had been damaged and would be reported to the County Council.

**15.6 Telephone kiosk, Shortheath.** It was confirmed that the shelves had been installed; a replacement light was required and it was agreed to install an LED light and fittings at a cost of £27.90. The door and frame needed adjustment and this would need assistance from several people in view of the weight.

**15.7 Footpaths Group.** The group had drawn attention to a path in Woodville Road, which had been used for at least 60 years, but was not a designated Public Right of Way; the County Council would be asked to make the appropriate Order. A footpath at Shortheath was blocked and the Chairman agreed to report this to the Footpaths Officer.

The Group had also asked whether they were covered by the Council's insurance when carrying out work on paths; while they were not, arrangements could be made so that they were acting on the Council's behalf as Volunteers, who could then be notified to the Insurers.

The Group required supplies for their First Aid box and the Council agreed to meet the cost.

**15.8 Civic Award.** Nominations would be considered at the next meeting.

**15.9 Defibrillator.** The Residential Home were prepared to allow the installation of a defibrillator on the outside of their premises, and the Lions Club had already collected £300 towards the cost. While they would continue to collect donations, the Council agreed to make up any shortfall.

**15.10 Veolia.** There had been an unpleasant smell from the land that day and Veolia would be asked to deal with it.

## **16 EXCLUSION OF PRESS AND PUBLIC.**

RESOLVED: That the Press and public be excluded from the meeting during consideration of the following items in pursuance of the Public Bodies (Admission to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business.

## **17 CLERK'S REPORT**

**17.1 Car park and Nature Area.** The County Council had confirmed that they owned these sites and that the District Council did not wish to renew the lease of the car park. The County Council had therefore enquired whether the Parish Council would be interested in taking a License.

While this was superficially attractive, it would be essential that the car park and land were first put into a decent condition and discussions would be opened with the County Council on that basis.

**17.2 Clerk's salary award.** The National Joint Council had agreed to an increase in the salary scales from 1 April 2018; the Council had previously agreed that any such increase should also be applied to the Caretaker's salary.

Resolved: That the national agreement be implemented and a similar percentage increase be applied to the Caretaker's salary.

- 17.3 Public toilets.** Following the Council's request to the District Council that they improve the condition of the public toilets, the District Council had enquired whether the Council would take ownership of the premises, which would be out into tenatable condition. This matter would be considered further when more details were available.

The meeting ended at 9.00 pm

**Chairman**