

# OVERSEAL PARISH COUNCIL

MINUTES of the Annual Meeting of the Council held at the Pavilion, Woodville Road, Overseal on Thursday 9 May 2019.

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

**In attendance:** Cllrs A Brady and Mrs A Wheelton (South Derbyshire District Council).

**Apologies for absence** were received from Mrs J Cunningham-Gardner and Mr D McMillan, PCSO..

## 1 DECLARATIONS OF INTERESTS

None.

## 2 PUBLIC QUESTIONS AND ANSWERS

Three members of the public attended the meeting as observers, indicating that they were residents of the new Ashwood Park estate off Valley Road.

## 3 ELECTION OF CHAIRMAN.

RESOLVED: That Mrs C M Knight be elected Chairman of the Council for the ensuing year.

## 4 ELECTION OF VICE-CHAIRMAN.

RESOLVED: That Mr A W Cook be elected Vice-Chairman of the Council for the ensuing year.

## 5 PARISH COUNCIL ELECTIONS.

The Clerk reported that the following persons had been elected unopposed at the recent elections:

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

The Council were obliged to co-opt two qualified persons to fill the remaining vacancies; it was agreed to invite expressions of interest and to consider any such expressions at the next meeting of the Parish Council.

The Clerk also reported that Cllr A Brady and Mrs A Wheelton had been elected District Councillors for the Seales Ward. The Chairman welcomed them to the meeting.

## 6 MINUTES

The minutes of the meeting held on 4 April 2019, copies of which had been previously circulated, were approved as a true record.

## 7 APPOINTMENT OF COMMITTEES

RESOLVED: That the following Committees be appointed:

**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 and Mrs C M Knight*

## 8 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)

Netherseal, Overseal and Lullington Charity	Mrs C M Knight (appointed until October 2022)
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New Albion Liaison Committee	Mr G S Knight
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A written report on recent activities of the New Albion Liaison Committee was submitted from Mr G S Knight (copy attached to the official copy of the minutes).

As the Heart of the Forest Forum had not met for some time the Clerk was asked to contact the co-ordinator to find out intentions for the future.

## 9 COUNTY, DISTRICT AND POLICE MATTERS

**9.1 District Council.** The District Councillors were informed of a number of current matters where action was still needed, including:

- Concerns about the traffic volumes expected from the proposed industrial development at Stretton-en-le-Field, where the County Council's projections were regarded as woefully low;
- A play area survey had been undertaken on behalf of the District Council, but no results had been supplied – it was necessary to know whether the Parish Council's play area was satisfactory or required some attention;
- The request that the District Council remove the recycling bins from the car park at Woodville Road, as they were no longer needed because of the introduction of the domestic recycling scheme introduced some time ago. The principal use at present was by a public house which left large amounts of bottles and some fly tipping; however, the fabric recycling bin provided by a charity was still needed;
- Maintenance of the land at Manor School View, believed to have been adopted by the District Council about 3-4 years ago.

A Member reported that a ditch at Green Lane had been filled in and that this had resulted in water flowing along Green Lane and causing erosion. This would be referred to the Enforcement Officer and the Planning Department.

**9.2 Police.** The crime statistics for April were submitted, showing that the numbers of reported crimes in Overseal were the highest in the Ward.

**9.3 County Council.** The County Council would be asked when the planned resurfacing of Hallcroft Avenue was to take place, and when the installation of LED street lamps was to be completed.

## 10 CLERK'S REPORT

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

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

**10.3 Use of football pitches, 2019/2020.** Overseal Junior FC had applied to use both pitches for next season as they now had 9 (possibly 10) teams, including a men's team and were affiliated to several leagues and would use the pitches for matches on Saturdays or Sundays. It was to be expected that they would also have practice sessions during the week. The request was approved and the charge would remain the same as the current year, namely £1000 subject to a discount of £100 for prompt payment.

The Club were also holding a presentation evening on 15 June and asked for a discounted charge. A 50% discount was agreed.

**10.4 Police & Crime Commissioner.** The Deputy Commissioner would be attending the Council meeting on 6 June at 7.00 pm.

**10.5 Walls around Village Hall car park.** Burton College were unable to assist with this project as they were already committed for the remainder of the year. However, they would be asked whether they could make students available in the next academic year.

**10.6 Footpaths Group.** The Group had provided a summary of their work during the past year and had agreed to construct and install bench seats for the orchard at Daisy Lane and the lower football pitch area. It was not feasible for mobility scooters to use the bridge at footpath 13 (Ashwood Park Estate) as it was not wide enough and there was no ramp at one end. They suggested removing the top rail to help with pedestrian access and the suggestion was agreed.

Last year, the Council made a donation to the Group towards their work at the rate of £2 per hour and a similar donation this year would amount to £132. It was agreed to make a donation of £132.00 towards their work.

**10.7 Highway gullies, Woodville Road.** Derbyshire County Council had inspected the gullies and found them to be clear and running with no standing water in the carriageway. They would take no further action but would monitor the gullies on routine safety inspections.

**10.8 Painting.** Simon Fern had been asked to paint the telephone kiosk at Shortheath and the milepost at Burton Road.

**10.9 Flower beds at the Pavilion.** Mr P Stone, who maintained the grounds around the Pavilion, had asked whether he should weed and water the flower beds around the Pavilion at his usual hourly rate, based on 1 hour per week, after an initial clearance and planting which should take around 4 hours. This had been agreed and the action was confirmed

## 11 COUNCILLORS' INSPECTION REPORTS

The reports, which indicated that no actions were required, were received.

## 12 PLANNING APPLICATIONS

### The following application had been approved:

0130 Extension & alterations to roof to facilitate first floor, and a detached garage, Windy Ridge, Alexandra Road

0150 Replacement rear single storey extension, 175 Shortheath

0190 Single storey rear extensions, 227 Burton Road

### Applications for decision:

NWLDC 18/1127/FUL Change of use of land to residential caravan site for gypsies and travellers, including the stationing of 12 caravans/mobile homes, laying of hardstanding, construction of timber decking and erection of fencing, Whitney Park, Shortheath, Moira.

Following consultation of members between meetings, the response sent was:

*It is difficult to understand the difference between the existing permission and the current proposal*

0403 Extensions and loft conversion, Cosyglen, Green Lane. No objection.

0189 Single storey side extension, Collie Croft, Green Lane. No objection (Note: this had originally been submitted as a Certificate of Lawfulness but was now an application for planning consent)

0443 Installation of plant, equipment and screening, r/o 159 Moira Road. As this application had only been notified that day, Members had not had the opportunity to consider its implications. Comments would be submitted to the Chairman in the next ten days, to enable formulation of the Council's views.

## 13 VILLAGE HALL MATTERS

A quotation for the internal painting of the Village Hall would be obtained.

## 14 WEBSITE

The calendar of meetings for 2019/2020 and the invitation to submit expression of interest in the casual vacancies would be included in the website.

## 15 ACCOUNTS

### 15.1 Accounts for payment

Payment of the following accounts was authorised:

Cheque	Supplier	Description	Net	VAT	Total
2687	S Ruddle	Caretaker	573.14		573.14
2688	E Evans	Litter	154.18		154.18
2689	J M Summerfield	Litter	78.00		78.00
*2690	West Leicestershire CFR Group	Donation	100.00		100.00
*2691	M Veckungs	Plumbing repairs to Village Hall	355.58		355.58
2692	South Derbyshire District Council	Servicing dog bins	1260.32	252.06	1512.38
2693	K H Packaging & Disposables Ltd	Cleaning materials	42.54	8.51	51.05

2694	J E White	Reimburse cost of gate, posts and fittings for Daisy Lane	216.53	43.30	259.83
2965	P Stone	Mowing around Pavilion	145.00		145.00
2696	V Barker	Deputising for Caretaker	182.22		182.22
2697	Ian Stone Gardening Services	Mowing at Daisy Lane, Village Hall, pitch & fertilising pitch	965.00		965.00
2698	Overseal Footpaths Group	Donation	132.00		132.00
D/D	TalkTalk	Internet charges	19.00	3.80	22.80
D/D	NEST	Pension contributions	37.55		37.55

\* These accounts were paid between meetings to avoid unnecessary delay.

## 15.2 Receipts

The following amounts had been received since the last meeting:

Name	Description	Amount
S Ruddle	Village Hall lettings	790.00
L Hardwidge	Pavilion lettings	288.50
Overseal Allotment Association	Rent of Lullington Road allotments	225.00
South Derbyshire District Council	Precept (1 <sup>st</sup> instalment) & Local Tax Support Grant	18301.00
Derbyshire County Council	Rights of Way Refund	200.20
HM Revenue & Customs	VAT refund	2537.47

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

## 15.4 Accounts for 2018/2019.

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

## 15.5 Internal Auditor's report.

The Council considered the Report of the Internal Auditor (copy attached to the official copy of the minutes).

RESOLVED:

- (a) That the report be received;
- (b) That the Clerk introduce a system of invoices for regular users of the Village Hall and the Pavilion, but that the present arrangements for accounting for payments for one-off bookings be continued as no practical alternative could be found;
- (c) That the suggested adoption of a Health & Safety Policy and engagement of Consultants for monitoring and advice be discussed with Ellis Wittam at a forthcoming meeting with their representatives;
- (d) That a simple policy statement covering the awarding of grants be prepared, but that as the numbers and value of such grants was small, no criteria-based system for applications and decisions be established.

## **15.6 Annual Governance and Accountability Return.**

### **15.6.1 Annual Governance Statement**

RESOLVED: That the Annual Governance Statement in the Return be approved.

### **15.6.2 Accounting Statements**

RESOLVED: That the Accounting Statements in the Return be approved.

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

## **16 COUNCILLORS' REPORTS**

**16.1 Flagpole at the War Memorial.** The halyard had again broken and it was potentially dangerous to replace it as the pole was not hinged. It was agreed to obtain a quotation for the supply and installation of a hinged flagpole and removal of the existing one.

**16.2 Ashwood Park.** Residents confirmed that the developers had not finished off a number of items, including making the play area safe and useable, the balancing pond was unfinished. As children were reported to be gaining access to the play area, despite the fencing, the Enforcement Officer at South Derbyshire District Council would be asked whether conditions could be enforced and the Planning Officers would also be asked to consider whether any action could be taken to persuade the developers to complete the outstanding tasks. They would also be contacted direct.

**16.3 Daisy Lane.** Since the gate had been installed, a number of comments had been received that it appeared slightly incongruous; it was suggested that some fruit bushes could be planted later in the year to fill some of the gaps between the adjoining posts and Mr Knight agreed to obtain costs.

Some of the posts supporting the trees had broken and needed to be replaced. Mr Knight agreed to obtain the necessary replacement posts.

(Mrs R O'Brien left the meeting at 8.45 pm.)

## **17 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**

The Council considered the report of the Clerk (copy attached to the official copy of the minutes).

**17.1 Electrical work at the Village Hall and Pavilion.** A further quotation had been obtained for the necessary work.

RESOLVED: That the quotation of A & J Bartlett Ltd in the sum of £1631.00 be accepted.

**17.2 Plumbing works at the Village Hall.**

RESOLVED:

(a) That the quotation of Mr M Veckungs for replacement of an unvented water heater in the disabled toilets be accepted in the sum of £419.95, including VAT;

(b) That the remaining recommendations be discussed with the Health & Safety Consultants.

**17.3 Public toilets.** A quotation had been obtained for extensive renovation of the public toilets and the specification was examined and some alterations made. It was agreed to request the company concerned to submit a revised quotation and that Harvey & Clark be requested to submit a quotation on the same basis.

The meeting ended at 9.05 pm

**Chairman**