

SOMERCOTES PARISH COUNCIL

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Minutes of the Annual Meeting of Somercotes Parish Council held at 7:00 pm on Friday 20th May 2016 in the Village Hall, Nottingham Road, Somercotes

Present: Cllr B Lyttle (V. Chairman acting Chairman); Cllr J McCabe; Cllr S McCabe; Cllr C Addison-Lees; Cllr M Barron; Cllr G Edgson; Cllr J Parker; Cllr P Price; Cllr T Cole; Cllr S Walker; Cllr P Curran-Bilbie; S E Massey (Clerk); J Richardson (Assistant Clerk)

1/APCM/2016: Cllr P Smith was elected as Chairman for the forthcoming municipal year. Elected in absence as agreed with Vice Chairman prior to meeting.

2/APCM/2016: Cllr B Lyttle elected as Vice Chairman for the forthcoming municipal year.

3/APCM/2016: To receive apologies for absence: Cllr P Smith; Cllr S Grotier – apologies accepted

4/APCM/2016: Social Media:

The Council welcomes the use of social media, filming and recording at meetings, provided they do not disrupt or otherwise have an adverse affect on the meeting. Telephones and other such devices should be switched to silent mode or switched off completely.

5/APCM/2016: Variation of Order of Business. The following item was brought forward for the attendance of the Internal Auditor.

18/APCM/2016(c) Report of Internal Auditor. The reports to External Auditor and to the Council were explained by the Internal Auditor.

6/APCM/2016: (i) Declaration of Members Interests

Cllr Addison-Lees – Any matters pertaining to Birchwood Lane Allotments – leave the meeting

Cllr B Lyttle – All Planning Matters(Member of AVBC Planning Board) – remain in the meeting

Cllr P Price – Any Allotments matters (plot holder) – remain in the meeting

(ii) Register of Members Interest: As a matter of good governance and best practice, members are reminded that they have a duty to keep their registration forms up to date annually or as and when changes to any of their registered interests occur.

For Information of all Councillors

7/APCM/2016: To consider any Councillors' Request for dispensation. None

8/APCM/2016: Public Speaking (30 Minutes)

PC's Chris Morris and Mark Scott (Alfreton div) attended and reported that they are both new to the area. Priorities are tackling shoplifters, ASB and Non Insured vehicles.

Requested increase in presence on Rec Ground following fire at S/C Infants School. Discussion regarding traffic enforcement as per issues raised at previous Council meeting. Police cannot enforce yellow line offences but can get vehicles removed if causing obstruction and can enforce on pedestrian crossings. Will speak to drivers causing obstructions need to report on 101 or by online reporting.

Issues re parking on Birchwood Lane – take down VRN's and report to Police, who will speak to offenders. Can check if vehicle taxed by checking on DVLA.

Air rifle being fired through hedge at Birchwood Lane Allotments, will report to PCSO R Plant for observations.

B Newton (ADASC) asked for assistance in the maintenance of the Football Pitch at Somerlea Centre. ADASC have been mowing with the intention of using as football pitch. There is no storage for mowers/strimmers or football equipment ie goals, nets etc. Have not been able to use changing rooms. Presently being mowed by hand. Asked if possible to put a storage container on.

Clerk to arrange a meeting with AVBC officers, Chairman and Vice Chairman to look at what can be provided by AVBC regarding maintenance.

K Dean asked the Council to consider the information which she had previously provided regarding the land and tenancy at Drunken Close. As the matter is listed on the agenda at 17/APCM/2016 (e)(i) K Dean had nothing further to add.

Borough Council

Financial situation is not good. Conservatives retained control of Council but the leader has lost his seat and are in the process of choosing a new leader.

9/APCM/2016: To approve the Minutes of the Council Meeting held on:

The Ordinary Parish Council Meeting held on 18th March 2016

The Feature Garden Working Group Meeting held on 7th April 2016

Meeting with Post Office representatives held on 26th April 2016 (amended to include Cllr G Edgson as present)

The **Council RESOLVED** to accept the Minutes as a true record

10/APCM/2016: To determine which items if any from the Agenda should be taken with the public excluded. None

11/APCM/2016: Election of Council Committees:

- a) Allotments – Cllr B Lyttle (Chairman) Cllr J McCabe (V. Chairman) were elected.
- (b) Feature Garden Working Group – Cllr P Smith (Chairman); Cllr B Lyttle (V. Chairman); Cllr C Addison-Lees; Cllr J McCabe were re-elected

12/APCM/2016: Review of Council Regulations and Procedures

- a) Financial Regulations
Reviewed and amendments approved
The **Council RESOLVED** to approve and accept the Financial Regulations dated May 2016
- b) Standing Orders
Reviewed and amendments approved
The **Council RESOLVED** to approve and accept the Standing Orders dated May 2016
- (c) Village Hall Hire Fees
The **Council RESOLVED** to increase the Village Hall fees as from 4th July 2016 as per the attached schedule and to review in 6 months (January).

The following Council Regulations and Procedures will be reviewed over the next 6 months:

- (a) Risk Assessment
- a) Complaints Procedure
- b) Reserves Policy

13/APCM/2016: Standing Order No. 9

Members noted that any member can table a motion for the meeting agenda with proper notice given to the Clerk. Any item requiring consideration by the Council can be put onto the agenda and more items ought to be received by the Clerk.

14/APCM/2016: Calendar for 2016/17 Ordinary Meetings:

Members noted the Calendar for meetings in 2016/17 and noted that the July Meeting will be on the fourth Friday in July and not the third as usual.

15/APCM/2016: Chairman's Report on the previous 12 months

Members considered and noted the content of the Council's Annual Report containing the Chairman's Report for 2015/16.

16/APCM/2016: Grants under S137 Local Government Act 1972

Grants received to date were considered.

The **Council RESOLVED** to award grants as per the attached schedule.

Clerk to arrange Presentation Evening of awards to take place prior to the next Ordinary Meeting in July.

17/APCM/2016: Report of the Clerk

(a) Village Hall:

(i) Disabled toilet upgrade

Members noted that due to the delay in parts being made still awaiting a date for the works to commence.

(b) Feature Garden:

Bill of Costs considered by Council.

Members noted that an application has now been submitted for the Tesco Bags Award.

The **Council RESOLVED** to accept the Option B Bill of Costs and to confirm with Groundworks that the project can be moved on..

Clerk to write to AVBC to ask if there is any re-generation monies which could be contributed to the project.

Clerk to research if Co-Operative funding is available.

Clerk to write to local businesses regarding sponsorship

(c) Syringe Disposal

Members noted the response received from the Commissioning Manager (Substance Misuse)

(d) Upgrade of Council Website:

Members discussed what requirements might be of an upgraded website

Clerk to set up Meeting and organise pre meeting research to discuss requirements of web site with Cllr P Curran- Bilbie and Cllr S McCabe.

(e) Allotments

(i) Drunken Close

Members considered information submitted.

The **Council RESOLVED** that there was insufficient evidence at this time to take the decision that the Tenancy Agreement had been breached.

Clerk to write to both parties.

(ii) Birchwood Lane

Members noted the correspondence from CAB on behalf of tenant and Clerk's response.

The **Council RESOLVED** that no further action be taken at present as awaiting a response from CAB.

18/APCM/2016: Finance:

(a) Accounts

(i) Accounts for Payment between 01.03.16 to 30.04.16	£17,382.57
(ii) (Accounts approved 18 th March 2016 – Appendix A)	
(iii) Income 01.03.16 to 30.04.16	£ 1809.75
Interest	£ 0.82
(iv) Petty Cash Payments 01.03.16 to 30.04.16	£ 89.54

The Council RESOLVED to approve the above payments

(b) Approval of Annual Return:

(i) S1 Annual Governance Statement for approval by Council

Members noted the contents of the above

The **Council RESOLVED** to approve S1 Annual Governance Statement

(ii) S2 Accounting Statements for approval by Council

Members noted the contents of the above

The **Council RESOLVED** to approve S2 Accounting Statements

(c) Report of Internal Auditor

See Agenda Item 5/APCM/2016 above.

(d) Notice of Period for the Exercise of Public Rights

Members noted that the period 8th June to 19th July. Publication on website of: Annual Return; Notice of Commencement for the Exercise of Public Rights; Declaration of Status of Published Accounts will be on 7th June 2016.

(e) Reserve Fund:

Members considered the content of the report and the recommendation of the Internal Auditor regarding Reserves.

The **Council RESOLVED** to place £30k in 'earmarked' reserves for the Feature Garden Project and to defer further decision on general reserves to a future meeting.

Clerk to seek advice from DALC on building reserves.

19/APCM/2016: To consider planning applications:

Planning Matters AVBC All Non determined to 09/05/2016

2012/0778 Black Horse Inn, 358 Lower Somercotes, Alfreton

Outline application for residential development for land at the Black Horse with access off Cinder Rd and to include demolition of the Black Horse PH

Applicant: Mr Daniel Lane, The George & Dragon, High St, Clay Cross, Chesterfield

2014/0804 SHLAA Land Off, Lower Somercotes, Somercotes

Residential Development for up to 200 dwellings including landscaping, open space and storm water balancing. This is a departure to the Development Plan

Applicant: Mr Roger Carter, Carter Construction (Derby) Ltd, c/o Pegasus Group, 4 The Courtyard, Church St, Lockington, Derbys

2015/0113 Owen Taylors Butchers, 27 Main Rd, Leabrooks, Alfreton

Proposed residential redevelopment for up to 12 dwellings following demolition and site clearance

Applicant: Mr R Taylor, Owen Taylor and Sons Ltd, 27 Main Rd, Leabrooks, Alfreton

2015/0505 Land East of Birchwood Farm, Cockshutt Lane, Somercotes

Erection of livestock building (resubmission of scheme 2014/0950)

Applicant: AKA Agricultural contractors, Hobsic Farm, Hobsic Lane, Selston, Notts

2015/0507 Land East of Birchwood Farm, Cockshutt Lane, Somercotes

Erection of livestock building (resubmission of scheme 2014/0949)

Applicant: AKA Agricultural contractors, Hobsic Farm, Hobsic Lane, Selston, Notts

2016/0261 Land to West of 29 Norman Road, Somercotes

Dormer Bungalow

Applicant: Mr M Martin, 29 Norman Road, Somercotes

2016/0281 Land adjacent to Cotes Park Inn, Nottingham Rd, Somercotes
Outline application for the erection of three storey apartment block comprising 2 No two bedroom apartments
Applicant: Newriver Property Unit Trust No 4

2016/0322 Land adjoining No 21 Hilton Park Drive, Leaborooks, Alfreton
Erection of 9 No detached bungalows and garages
Applicant: J Melrose Developments Ltd, Brook Houes, Asher Lane Business Park, Pentrich, Derbys

2016/0336 Vivianos Pizza, 187 Nottingham Road, Somercotes
Change position of extractor
Applicant: Mr D Moradzadeh-Sarabi, 51 Eastend Crescent, Barnsley, S Yorks

2015/1162 Wok This Way, 45 Main Rd, Leabrooks, Alfreton
Lawful Development Certificate for an existing use as hot food takeaway
Applicant: Mr Yuk Keung Cheuk, 27 High Rd, Chilwell, Nottingham

2016/0313 307 Somercotes Hill, Somercotes
New driveway
Applicant: Ms D Zaama, 307 Somercotes Hill, Somercotes

2016/0398 390A Lower Somercotes, Somercotes
Change of Use of ground floor hairdressing salon (A1) into a bedsit (C3)
Applicant: Mr D Sneap, 386 Lower Somercotes, Somercotes

2016/0327 Searchpart Ltd, Sleetmoor Lane, Somercotes
12 new dwellingf with a mix of 9 no 1 bedroom and 2 bedroom apartments and 3 no 2 bedroom family homes. A shared vehicular/pedestrian zone is proposed on-site access communal parking.
Applicant: Miss Amelia Norton, Futures Homescape Ltd, Asher House, Asher Lane Business Park, Ripley, Derbys

The **Council RESOLVED** not to make any comment on Planning Matters.

Planning Matters Determined AVBC (08/03/2016 to 09/05/2016)

2016/0113 DCC, Somercotes Infant School, Nottingham Rd, Somercotes
Notice of proposed demolition – single storey concrete portal frame two classroom block with associated toilets

Permitted

2015/1212 Shady Farm, Lower Birchwood, Somercotes
Permanent retention of static caravan and associated structures for residential purposes

Permitted

2016/0105 35 Norman Road, Somercotes, Alfreton

Single storey extension with pitched roof to side of existing dwelling
Permitted

2016/0149 FCC Environment (UK) Ltd, Cotes Park Lane, Somercotes
Request from DCC for the Borough Council's observations on S73 planning application to vary condition 19 ref CW6/1213/137

Permitted

2016/0320 TwoK Polymer Systems Ltd, Venture Crescent, Alfreton
Non material amendment to AVA/2015/0881

Permitted

2016/0281 Land adjacent to Cotes Park Inn, Nottingham Rd, Somercotes
Outline application for the erection of a three storey apartment block comprising 2 no. two bedroom apartments

Permitted

The **Council RESOLVED** not to make any comment on Planning Matters Determined.

20/APCM/2016: Derbyshire Association of Local Councils:

(a) General Circulars:

05/2016: Public Contracts Regulations 2015; CiLCA Qualification 16/17; Employment Council News; Community Transport Funding; Internal Audit & Checklist; Vacancy Clerk & RFO template; Vacancies

06/2016: Governance & Accountability for Smaller Authorities; S137 Expenditure Limit; Local Council audits 15/16; National Living Wage; DALC Spring Seminar; Introduction to Neighbourhood Planning; Vacancies;

07/2016: Training Circular- All Councillors made aware of training opportunities and to advise Clerk if interested in attending: Chair Skills; Code of Conduct (Review)

08/2016: Governance & accountability; Locum Clerks; Neighbourhood Planning Champion; Local Council Award Scheme; S137 and the Power of General Competence; Tesco Bags of Help; SheepwatchUK; Local Council Administration (reference book); CiLCA training; Vacancies.

21/APCM/2016: Items for information only:

Members noted the AVBC- Employment Land Need Study. Views requested regarding the supply/demand/need for employment sites and premises in the parish. Consultation ends 10th June 16.

CONFIDENTIAL INFORMATION

22/APCM/2016: To move the following resolution - "That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

(a) Staff Matters:

Clerk: As per job specification Clerk successful in CiLCA qualification.
Councillor Matters: None

23/APCM/2016: Date of next Parish Council Meeting: 6.30pm Friday 22nd July 2016. Please note this is the fourth Friday in July