

BRETBY PARISH COUNCIL

Mrs J Storer (Clerk)

Tel: 01283 733662

[www.bretbyparishcouncil.org.uk](http://www.bretbyparishcouncil.org.uk)

Date: 28<sup>th</sup> August 2015

To: The Chairman and Members of Bretby Parish Council

Dear Councillor,

ORDINARY PARISH MEETING

You are summoned to attend the Ordinary Parish Council meeting of Bretby Parish Council which is to be held on Monday 7th September 2015 in the Wragg Room, St Wystan's Church, Bretby at 7.30pm

**Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.**

Yours sincerely

Jacqui Storer  
Clerk

## ORDINARY PARISH COUNCIL MEETING – AGENDA

### PART I – NON CONFIDENTIAL INFORMATION

- 1 To receive apologies for absence.
- 2 Variation of Order of Business
- 3 Declaration of Members Interests.

Please Note:-

(a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)

(b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

*The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.*

#### 4 Public Speaking – (15 Minutes)

(a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter.

(b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

(c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage.

#### 5 To co-opt Parish Councillors

6 (a) To approve the Minutes of the Annual Meeting of the Parish Council and the Ordinary Parish Council Meeting held on 13<sup>th</sup> May 2015 (Copy already circulated)

(b) To approve the Minutes of the Annual Meeting of the Parish held on 13<sup>th</sup> May 2015 (Copy already circulated)

(c) To approve the Minutes of the Meeting held on 6<sup>th</sup> July 2015 (Copy already circulated)

7 To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -

**“In view of the confidential nature of item .... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”**

8 Chairman’s Announcements.

9 Report of the Clerk on: -

- (a) Items from the last meeting
  - Noticeboard

10. Governance

- (a) To agree to the issuing and acceptance of electronic summons
- (b) To accept the Equal Opportunities Policy

11. To consider whether to participate in the Snow Warden Scheme

12. Breby Lane Drains

13. Correspondence - As per attached list

14. Finance

- (a) Accounts for Payment - As per attached sheet
- (b) To amend the signatures on the bank account
- (c) To consider any requests for funds made under S137
- (d) To receive the Report from Grant Thornton on the accounts for the year ending 31<sup>st</sup> March 2015
- (e) Risk Assessment update

15. To consider Planning Applications – as per attached list

16. To consider any Consultations

- (a) None received

17. Items for information only

- (a) Reports from Meetings attended
  - 21<sup>st</sup> July 2015 Safer Neighbourhood & Area Forum at Findern Village Hall
- (b) Notification of Forthcoming meetings
  - See training sessions below*
- (c) Training Sessions

### SDDC Sessions

|                                 |  |
|---------------------------------|--|
| 16 <sup>th</sup> September 2015 | Sport, Recreation and Open Space Strategy and Development<br>- Reducing Physical Inactivity and Developing a Community Facility Infrastructure |
| 14 <sup>th</sup> October 2015   | Planning and Enforcement<br>- What is a Planning Consideration?  |
| 18 <sup>th</sup> November 2015  | Environment Protection<br>- Food, Noise and Nuisance   |
| 27 <sup>th</sup> January 2016   | Refuse and Recycling<br>- Keeping the District Clean and Green   |
| 24 <sup>th</sup> February 2016  | Public Health<br>- The Emerging Role for Local Authorities   |
| 30 <sup>th</sup> March 2016     | Crime and Anti-Social Behaviour  |

### DALC

|   |   |
|---|---|
| 10 <sup>th</sup> September 2015 }<br>18 <sup>th</sup> November 2015 }<br>25 <sup>th</sup> February 2016 } | Councillor Induction                    |
| 16 <sup>th</sup> September 2015   | Finance – basics, budgets and precepts  |
| 22 <sup>nd</sup> September 2015   | Employment of the Clerk & Council Staff |
| 23 <sup>rd</sup> September 2015   | Code of Conduct                         |
| 12 <sup>th</sup> November 2015  | Minutes and Procedures                  |

## PART II – CONFIDENTIAL INFORMATION

18. To move the following resolution - “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”

19. Date of next meeting

## Clerk's Report – September 2015

### **Agenda item**

#### 9) Clerk's Report

- a) Noticeboard – There have been no objections received to the siting of the noticeboard but SDDC has advised that planning permission is required should the area of the noticeboard exceed 0.6 square metre. Confirmation is sought at the meeting as to
  - i) The actual area of the noticeboard and whether it exceeds 0.6 square metres
  - ii) If the area does bring the noticeboard within planning regulations; does the Parish Council wish to proceed to erect the noticeboard in this location.

#### 10a) To receive summonses electronically

In the latest DALC circular (Circular 14 – May 2015), it was confirmed that under The Local Government (Electronic Communications) (England) Order 2015, which came into effect on 30<sup>th</sup> January 2015, summons to the Council meetings can be sent electronically. Members may only receive summonses electronically if consent is given to this method and such consent should be minuted. The consent can be withdrawn at any time.

The Clerk is seeking Councillors approval to receive the summonses via email.

#### 10b) Equal Opportunity Policy

The Clerk has circulated this policy for Cllrs consideration.

RECOMMENDATION: that the policy is adopted by this Parish Council

#### 11) Snow Warden Scheme

The Parish Council has traditionally participated in the County Council's Snow Warden Scheme. The difficulties in the past have related to the recruitment of volunteers who will participate, and very recently the one remaining volunteer has explained that they are considering relocating out to the Parish.

RECOMMENDATION: that the Parish Council does not participate in the Snow Warden Scheme for this winter and that consideration is given to future year's participation and the recruitment of volunteers during early 2016.

#### 12) Correspondence – September 2015

1. DALC – Various circulars
2. Ministry of Defence – Armed Forces Day – Fly the Flag
3. SDDC – Safer Neighbourhood and Area Meeting 21<sup>st</sup> July
4. SDDC – Notification of Joint Liaison meeting – 8<sup>th</sup> July at 6.30pm
5. SDDC – Flooding Meeting – 24<sup>th</sup> June at 10.00am at SDDC offices
6. Safe Neighbourhoods – Securing vehicle numberplates at Sainsburys on 23<sup>rd</sup> June; 3-6pm

7. Cllr Chilton – report and feedback on enquiries made by DCC relating to the poor visibility when exiting the Planters Nursery.
8. Cllr Chilton – Scrutiny review of 20 mph limits to be held at DCC on 7<sup>th</sup> July 2015
9. SunEdison – Update on the proposal for a solar farm at Brizlincote Hall Farm
10. Cllr Smith – Provision of information relating to SDDC policy on Solar Farms
11. SDDC – Notification that the Parish Council will require planning permission to site the new noticeboard
12. SDDC - Parish Liaison minutes and forthcoming briefing sessions
13. SDDC – Derbyshire Cycle Plan

13a) Accounts for Payment

|     |  |          |
|-----|--|----------|
|     | Mrs J Storer – Petty Cash  | £TBC     |
|     | HMRC – Clerk’s tax (June)  | £30.00   |
|     | HMRC – Clerk’s tax (July)  | £30.00   |
|     | HMRC – Clerk’s tax (Aug)   | £30.00   |
|     | HMRC – Clerk’s tax (Sept)  | £30.00   |
|     | HMRC – Clerk’s tax (Oct)   | £30.00   |
|     | DCC – Pension contribution (Apr – June)                          | £97.68   |
|     | DCC – Pension contribution (July)                                | £32.56   |
|     | DCC – Pension contribution (Aug)                                 | £32.56   |
|     | DCC – Pension contribution (Sept)                                | £32.56   |
|     | DCC – Pension contribution (Oct)                                 | £32.56   |
|     | SDDC – Litter bin charges 2015/16                                | £152.47  |
|     | Information Commissioner – Annual Data protection<br>Renewal fee | £35.00   |
| s/o | Mrs J Storer – Clerk fee for July                                | £111.84  |
| s/o | Mrs J Storer – Clerk fee for August                              | £111.84  |
| s/o | Mrs J Storer – Clerk fee for September                           | £111.84  |
| s/o | Mrs J Storer – Clerk fee for October                             | £111.84  |
|     | <u>Money Received</u>  |          |
| Jun | Deposit interest   | £0.12    |
| Jul | Deposit interest   | £0.12    |
| Aug | Deposit interest   | £0.13    |
|     | SDDC – Second half of the precept                                | £1500.00 |

13b) Risk Assessment

There are no known additional items that require including in the risk assessment.

13d) Audit Report for the year ending 31<sup>st</sup> March 2015

Grant Thornton has completed the audit on 9<sup>th</sup> July 2015 and has raised no points for consideration. The notice concluding the audit has been displayed for the requisite time period.

14) Planning applications

9 2015 0124 – Proposed installation of photo-voltaic panels, inverters and transformers to produce renewable electricity at land at SK2821 3837 Sunnyside, Newhall

9 2015 0314 - The siting of self storage containers, formation of access road and circulation areas, associated ground profiling and landscape works, and site lighting at Bretby Business Park, Ashby Road East, Bretby

9 2015 0454 – The erection of a rear extension at 71 Bretby Lane, Bretby

9 2015 0464 – The erection of a two storey extension (amendment to that previously approved under 9/2015/0283) at 45 Ashby Road East, Bretby

9 2015 0626 - The notification for prior approval for a change of use of agricultural buildings to three dwelling houses (Class C3) along with change of use of adjacent land to provide associated amenity space at The Sett, Bretby Park, Bretby

9 2015 0564 - The installation of a solar farm (of up to 5MW generating capacity) and associated infrastructure including solar arrays, inverter housings, security fencing, CCTV, access track, below ground cabling and facilities, along with the use of the land for temporary construction compound on land at SK2721 4055 south east of Brizlincote Hall Farm, Swadlincote

9 2015 0124 - Proposed installation of photo-voltaic panels, inverters and transformers to produce renewable electricity at land at SK2821 3837 Sunnyside, Newhall

**REASON FOR RECONSULTATION: Omit Field E. Amend Field F to accommodate the public right of way. Reposition the WPD sub-station.**