

**BRETBY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH MEETING HELD
MONDAY 24th SEPTEMBER 2018 AT 7:30pm
IN THE WRAGG ROOM, ST WYSTANS, BRETBY**

Present: Cllr M Falder (Chairman), Cllr S Toone, Cllr L Meyrick, Cllr G Corner, Cllr K Kemp.

In Attendance: Mrs J Storer – Clerk, Cllr M Stanton (from 7:32pm)

18/390 Apologies

Apologies were noted from Cllr M Bridges, Cllr P Smith, Cllr L Chilton.
As a quorum was established, the Chairman commenced the meeting.

18/391 Variation of Order of Business

There was no alteration to the variation of the order of business.

17/392 Declaration of Interests:

No declaration of interests was given.

17/394 Public Speaking

a) Members of the Public and Council to comment on any matter

There were no members of the public present.

b) Police, County Council and District Council members to raise any relevant matter

Police

No representatives from the police were present.

7:32pm Cllr Stanton arrived.

District & County Council

The planning appeal for the Sales Lane application has been submitted but the hearing date is unknown. Cllr Stanton provided the meeting with an update about the former Drakelow Power Station site and the impact this is having on the housing stock provision for the District. Cllr Stanton also explained the planning appeal process.

c) Parish Council Members declaring an interest other than Disclosable Pecuniary Interest wishing to make representation

No representations were made

18/395 To confirm the Minutes of the Ordinary Meetings held on 23rd July 2018

These were circulated, read, approved and signed as a correct record by Cllr Falder.

18/396 To determine which items if any, should be taken with the public excluded.

No items were deemed necessary to be taken with the public excluded.

18/397 To receive the Chairman's Announcements

The Chairman referred to various emails circulating about the ownership and maintenance responsibility of overhanging trees on Mount Road (Min 18/374). The meeting agreed that action needs to be taken as the overhanging branches are causing problems for motorists.

The repairs to the collapsed drain on Mount Road are still outstanding and no work has been undertaken despite being reported nearly six months ago. The temporary traffic signs erected are a hazard, this will be reported to the County Cllr.

The pump in the Green (also the War Memorial) is to be decorated by the WI with poppies to commemorate Armistice Day. The pump requires some minor repairs and a local carpenter has agreed to carry out the repairs which will be funded from the remaining funds left from the Diamond Jubilee Celebrations. There will be no financial implications for the

Parish Council.

18/398 To receive the Report of the Clerk

The Clerk's report as previously circulated was accepted with no further comments.

18/399 Governance

a) To co-opt Parish Councillors

No expressions of interest have been received; one vacancy remains on the Parish Council.

b) Risk Register update

There are no recommended changes to the risk register.

c) General Data Protection Regulations (GDPR) – approval of policies, procedures and PO Box number

The draft Data Breach policy, the draft Subject Access Request policy and the draft Subject Access Request form had been circulated to all Cllrs prior to the meeting.

RESOLVED to accept all the policies and the form without change.

The policies and forms will be included on the website.

The Clerk explained why a request was made for a PO Box number. Cllrs expressed their displeasure at increasing admin and governance costs but noted reluctantly that the cost was to be met.

RESOLVED to allow the official correspondence for the Parish Council to be via a PO Box number.

d) Five Year Plan

Min 18/381 – The Clerk had made enquiries regarding the suggestion for a small play area around the Oldicote Lane area and information was contained within the Clerk's report.

The Clerk has also completed the play equipment audit undertaken by SDDC.

Some residents of Oldicote Lane have expressed concerns about possible anti-social behaviour and traffic problems should a play area be sited in this location. Cllrs noted the concerns, that there is no right of access to the National Forest, only permissive access is granted. Cllrs also noted that funding is a possibility for the capital expenditure, but there were reservations about the long term financial and site management implications.

Alternative play provisions were discussed, including indoor play in the Church. Cllr Kemp agreed to produce a report about indoor play provision for consideration in the new year. The Chairman will make enquiries with the PCC if it will be amenable to the suggestion of hosting indoor play. Cllrs will also make efforts to establish how many young children are in the Parish.

RESOLVED: not to proceed at present with the play area at Oldicote Lane due to bureaucracy and financial implications.

18/400 Drainage issues

No issues partly due to the very dry spell being experienced but last week's heavy rainfall saw no flooding.

18/401 Correspondence

1. DALC – Various circulars
2. SDDC – Proms in the Park
3. SDDC – Civic Service on 2nd September 2018
4. Derbyshire Police – information about adult safeguarding
5. SDDC – Play equipment audit
6. Clerks and Councils Direct – September 2018 edition

All Cllrs have been circulated with the information prior to the meeting.

18/402 Finance

(a) Accounts for Payment

BACS	Mrs J Storer – expenses	£24.94
BACS	Mrs J Storer – Use of home July - Sept	£48.26
BACS	HMRC – Clerk’s tax (Sept)	£33.40
BACS	HMRC – Clerk’s tax (Oct)	£33.40
BACS	DCC – Pension contribution (Sept)	£37.83
BACS	DCC – Pension contribution (Oct)	£37.83
BACS	PKF Littlejohn LLP – 2016/17 audit fee	£240.00
s/o	Mrs J Storer – Clerk fee for Sept	£124.02
s/o	Mrs J Storer – Clerk fee for Oct	£124.02

Money Received

Deposit interest (July)	£0.12
Deposit interest (Aug)	£0.13
Deposit interest (Sept)	£0.13

Balance at bank 12.09.18	
Deposit account	£3,008.07
Current account	£6,136.14

(b) Bank Reconciliation

It is good practice for the Parish Council to review the bank reconciliations to ensure that there is no unauthorised transactions occurring. The bank reconciliation will be presented at the meeting for review and signing.

(c) Requests for funding via S137

No requests for funding have been received.

(d) To receive the actual to budget variance report for the period ending 31st August 2018

The Clerk had previously circulated the actual to budget variance report for the period ending 31.08.18; no matters were raised and the report was accepted.

(e) To receive the external auditor’s report

The external auditor’s report has been received, and noted that the purchase of the laptop in 16/17 had not been included in the asset figure. This will be corrected for the year 2018/19. The Clerk can confirm that the laptop has been included on the Parish Council’s fixed asset register but in error, was omitted on the audit return form. There were no other areas brought to the attention of Cllrs by the external auditor.

The notice of conclusion of audit has been erected and placed on the Parish Council website.

18/403 To consider Planning Applications

9 2018 0679 – the erection of an extension and alterations to 2 Bretby Mews, Unnamed Road through Bretby Park, Bretby

9 2018 0730 – The refurbishment of the existing members club house to include a spike terrace at first floor level, a new pitched roof over existing roof dormer to accommodate a lift to first floor access, new stair enclosure to include access to first floor and replacement of existing windows at first floor level and creation of feature glazed gable (amendment to first floor compared to that previously approved under

permission ref 9 2017 0957) at Burton Golf Club, Ashby Road East, Bretby

An application has been submitted for change of conditions at Planters Nursery, this was not received by the Parish Council as only the access is within Bretby Parish. Cllrs expressed concerns about the access to the site, and were fearful that an accident with major injuries is a strong possibility. Works at the Nurseries is still ongoing and lorries are still queuing on the Lane during early mornings, waiting for the Nursery to open.

18/404 Consultations

No consultations have been received.

18/405 Items for information only

- (a) Reports from Meetings attended
No reports were received.

- (b) Notification of Forthcoming meeting
Area Forum – 10th October 2018 at Ticknall Village Hall – 6.30pm

- (c) Parish Cllrs Reports
No reports were presented to the meeting.

18/406 Future Agenda Items

Budget for 2019/2020

18/407 Date of next meeting

The next Parish Council meeting will be held on THURSDAY 15th NOVEMBER 2018 at 7.30pm at St Wystan's Church.

There being no further business, the Chairman closed the meeting at 8:41 pm.