**CHURCH BROUGHTON PARISH COUNCIL**

**PARISH COUNCIL MEETING HELD ON THURSDAY 6TH OCTOBER 2022**

Those present: In attendance:

Councillor Pedley-Chairman Helena Steeples-Clerk

Councillor Speake

Councillor Thorpe

Councillor Warriner

Councillor Woodhall

Councillor Redfern

Councillor Speake

DCC Councillor Patten

**65.0 APOLOGIES**

Apologies were received from SDDC Councillors Smith & Lemon, which were approved.

**66.0 REPORTS FROM DISTRICT & COUNTY COUNICLLORS & POLICE**

 **Report from Councillor Gillian Lemmon**

**Local Bus Survey**

Looking to shape local bus services and looking for local views to help improve services for the future. Online survey link available at County Council site <https://crowd.in/TsRvrp>

**Food Bank Location**

Change of location : Top Floor, Unit G, Sharpes Industrial Estate, Alexandra Road, Swadlincote, DE11 9AZ. Open Mon, Tues and Thursday 8 AM to 3. 30 PM and by appointment only.

**SDDC Carbon Emissions Reduction Results**

The carbon emission figures for Council activities in 2021/22 have been released.

In 2019 the Council made a commitment to work towards a target of becoming carbon neutral by 2030 by taking a number of actions – these actions formed our Climate and Environment Action Plan. Since the 2019 carbon neutral commitment was made, the Council has reduced its carbon emissions by 21%.

Details of some of the 2021/22 actions that helped enable this progress are available to view at <https://eu-west-1.protection.sophos.com?d=crowd.in&u=aHR0cHM6Ly9jcm93ZC5pbi8yOEtjeE4=&i=NjA5NWFhNTk0OTljZjI0ODM5OGE5M2Q1&t=azI1Mlo4YWxEM0p5SDYrckNMbGdDVldTOFVyNUpzWloydURTcWpzNEFKUT0=&h=9cf4dbb95f724a74bd7c39271256b254>

 **Funded Insulation**

Most of us are worried about energy bills and looking for ways to make our homes more efficient.

South Derbyshire residents may be eligible for funded insulation - click the link to find out more <https://eu-west-1.protection.sophos.com?d=crowd.in&u=aHR0cHM6Ly9jcm93ZC5pbi92RkFEYUY=&i=NjA5NWFhNTk0OTljZjI0ODM5OGE5M2Q1&t=MDZ6U3hoU3N1dDlOc2UzTE9oQnpVeVlnb3RsbWxheWR3U0l4TXBmY1pjRT0=&h=bb97a3359f184012bd2a0c1f859f00c3>

**The Passing of Queen Elizabeth II**

The Council observed 10 days of National Mourning but kept services going along with collecting bins on the Saturday before the National Bank Holiday on 19th September meaning no disruption to the service. Full Council went ahead and there were many services around the District attended by Members and Council Colleagues. A book of Condolence was placed in the Council Offices and various other Ward locations including Etwall.

**Chief Executive Retirement**

Our CE, Frank McArdle has advised that he is retiring 6 months from 31st October.

**Tree Officer**

The key contact for all of SDDC Tree Office work is now rosie.biggs@southderbyshire.gov.uk or in some cases by Chris Worman (Parks and Open Spaces Manager) at chris.worman@southderbyshire.gov.uk

 **Report From Cllr Peter Smith**

 **Area Forum**

The next Area One (Etwall & Hilton) Forum will take place at the Foston and Scropton Village Hall on Thursday 13th October from 6.30pm.

**Flood Liaison Meeting**

The next Flood Liaison Meeting will take place on Thursday 17th November via Microsoft Teams at 10am – 12 noon. All questions must be submitted in writing to: rosie.collins@southderbyshire.gov.uk by 1St November.

I have requested an update from officers on 29th September on all the empty properties around the village. I will feedback to the PC as soon as this information is received

**Local Plan 2022**

Requests have been made by the three of us that a drop-in event be held in Hilton village as part of the public consultation on the revised Local Plan.

DCC Councillor Patten reported congratulations to the Parish Council on buying the Methodist Chapel and offered funds from her Community Fund to help with items for the building.

Warm Spaces funding will be available to groups who offer warm spaces for groups. Suggested ideas: coffee mornings, soup & pud, and chair-based activities.

The Boundary Commission is reviewing all County Divisions within Derbyshire.

Also, Parliamentary Boundaries are being reviewed.

DCC Councillor Patten advised that she has been chasing the missing bollard on Sapperton Lane and has been told this will be re-instated within 28 days.

Councillors asked if there was any further information on the proposed buildings on Sapperton Lane. It was understood that a flood risk assessment had been requested.

Also, Councillors asked for an update on the new traveller’s site on Sutton Road.

Councillor Speake was asked to re-email highways regarding his report on roads.

Councillors also asked for an update on Auden Close.

DCC Patten to investigate on all items.

 DCC Councillor Patten left at 7.30pm.

**67.0 PUBLIC PARTICIPATION**

None.

**68.0 OUTSIDE BODIES PARTICIPATION**

None.

**69.0 TO RECEIVE & APPROVE REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSURABLE PECUNIARY INTEREST.**

Councillor Thorpe declared an interest in 78.3

**70.0 MINUTES OF THE MEETING HELD ON 7TH JULY 2022**

The minutes from the meeting held on Thursday 7th July 2022 were read, approved and signed. Proposed by Councillor Pedley and seconded by Councillor Speake.

The minutes from the extra-ordinary meeting held on Monday 25th July 2022 were read, approved and signed. Proposed by Councillor Pedley and seconded by Councillor Warriner.

**71.0 MATTERS ARISING**

**71.1 COMMUNITY PLAN**

No update.

**71.2 METHODIST CHAPEL UPDATE/COMMUNITY HALL MANAGEMENT UPDATE**

**71.2.1 TO APPROVE A RESOLUTION FOR THE TR1 LAND REGISTRY TRANSFER DOCUMENT RELATING TO THE PURCHASE OF THE METHODIST CHAPEL TO BE SIGNED ON BEHALF OF THE PARISH COUNCIL BY TWO PARISH COUNCILLORS & WITNESSED BY THE CLERK OF THE PARISH COUNCIL**

Councillors all approved the resolution for the TR1 land registry transfer document.

 Councillors Pedley & Speake signed the document and the clerk witnessed.

**71.2.2 TO DISCUSS & AGREE THE KEY PRINCIPLES OF MANAGING THE COMMUNITY HALL (FORMER METHODIST CHAPEL) VIA A MANAGEMENT COMMITTEE.**

Councillor Pedley advised that a working party organised by Mrs Jane Spalton had undertaken a deep clean of the Community Hall. The results were amazing. Cleaning materials etc had been purchased to aid clean and an item in the finance section refunds Mrs Spalton expenses. Councillor Pedley advised that we need to formally establish a management committee to deal with cleaning, bookings etc. and he had met with a group of parishioners who are happy to help form the committee. It was agreed that the committee will be formed as follows:

 Mr Malcolm Partridge – Chair

 Mrs Carole Twells – Secretary

 Mrs Caroline Prince – Treasurer

 Mrs Jane Spalton – Head of cleaning team

 Other members: Mr John Weil & Miss Christine Prince

 Parish Council representative: Councillor Pedley

 There will need to be at least 1 Parish Council member on the committee and for all meetings to be quorate. Councillors Thorpe, Speake, or Warriner will represent the Parish Council if Councillor Pedley cannot attend meetings.

 Councillor Pedley agreed to draft the Management Committee Terms of Reference and circulate to Councillors Speake and Warriner for review and comment before issuing to all Councillors prior the next meeting of the Parish Council. ACTION: COUNCILLOR PEDLEY

 Councillor Pedley reminded councillors that the Parish Council had received £44,500.00 in donations prior to auction, to be used in addition to other funding sources to assist the Parish Council in acquiring the building. The basis of receiving the donations was that if surplus funds existed after auction as a result of the total donations exceeding the necessary additional amount to buy the building, then the Parish Council would most likely earmark the surplus funds towards refurbishment of the building. The Parish Council has drawn down a Public Works Loan of £65,000.00 with a fixed interest rate of 2.8% for 16 years with a repayment of £5,000.00 per year. The loan amount is £10,000 less than originally anticipated as a result of interest rate rises, but the loan repayments and hence burden on the precept are in line with the original consultation. Also, the VH&PFC had previously pledged £5,000.00 and the Hub (community shop) £2,000 towards the purchase or refurbishment, and these funds were not required for the purchase. These funds have not yet been received by the Parish Council.

 Councillor Pedley will draft a notice to be published explaining how much money was raised, spent and now allocated for refurbishment. This is to be reviewed by Councillors prior to issuing.

 After discussion Councillors all agreed to allow a budget of £600 for the Management Committee to spend on running costs during the balance of the financial year until end March 2023. Receipts for any materials purchased must be presented to the Parish Council for a refund to be issued.

 Councillor Pedley advised that we have received an invoice from Eon, the electricity supplier for the Community Hall for the period 19th – 31st August for £68.12 (to be paid later in the meeting) and that he has now placed the building on a standard flexible rate. It is planned to place future invoices onto a direct debit payment system.

 Expected running costs for the Community Hall up to March 2023 were circulated. Also included were suggested items which will need to be addressed e.g., replacement door, glazing, fencing, paint etc. Expected annual income from regular events was also circulated.

 The title deeds to the property include a 1 metre band of land around the building which has a metal fence. Councillor Warriner explained that there is a well at the rear of the building and we must be careful in how we define the boundary. It was agreed in principle to remove the metal fencing.

 Councillor Pedley explained that the bank had given the Parish Council compensation of £350.00 plus 2 hampers, due to them not updating our mandate correctly and causing undue stress as we neared the auction date.

Councillor Pedley suggested that we hold an Open Day Event in November, to allow the community to view the building and consult on ideas for improvement and refurbishment. The Management Committee could serve refreshments and the 2 hampers could be raffled.

Councillor Pedley to draft the key principles of an Agreement between the Hub and the Parish Council covering the hiring of the space in the building and the monthly rent. To be reviewed at the November meeting.

**71.3 RISK MANAGEMENT**

Clerk to add Community Hall onto Risk Management spreadsheet and include insurance and electrical testing. The insurance certificate is displayed in the Community Hall.

**71.4 MISSING BOLLARD ON SAPPERTON LANE**

See item 66.0

**71.5 AUDEN CLOSE**

See item 66.0

**71.6 BADWAY LANE**

Councillor Thorpe advised that STWA will be resurfacing the midsection of Badway Lane and we understand it is planned for 14th November 2022.

**72.0 CORRESPONDENCE**

**72.1 DERBY & BURTON CHILDREN’S HOSPTIAL PYJAMA’S**

A request had been received for donations of pyjamas for children in hospital. At this time, it was decided not to donate.

**72.2 READING ROOM GARDEN**

It was brought to the attention of Councillors that the playing field and the area of land by the Holly Bush are not being treated with respect by children and in turn by parents. An email has been sent to school and they will ask parents and children to be respectful for our village and show more curtesy when parking and driving in the village.

Councillor Woodhall reminded Councillors that a group of parishioners have been taking care of the land by the Holly Bush and asked would the Parish Council be able to start proceedings to take title of the land. Councillor Pedley advised that previously he had enquired at the Land Registry to find out who owned the land and also asked the brewery but was unable to find an answer. Councillors wondered if they would be able to acquire the land through adverse possession. Councillor Warriner offered to investigate. ACTION: COUNCILLOR WARRINER.

**72.3 FLOOD LIASON MEETING**

A meeting is being held on 17th November at 10am by Teams

**72.4 ETWALL AREA FORUM**

To be held on 13th October 2022 at Foston 7& Scropton Village Hall at 6.30pm.

**72.5 SDDC CIVIC CHARITY DINNER**

To be held on 3rd March 2023 at Burton Golf Club.

**72.6 INSTALLATION OF SOLDERS FOR NOVEMBER**

Councillor Pedley to install. ACTION COUNCILLOR PEDLEY

**73.0 PLANNING APPLICATIONS**

**73.1 REG NO DMPA/2022/0982 – THE ERECTION OF A DETACHED OUTBUILDING AT ELM BARN, WOOD FARM, MARJORY LANE, BOYLESTONE, ASHBOURNE, DERBY**

No objections.

**73.2 DMOT/2022/1211 – THE PRUNING OF A SYCAMORE TREE AND AN ASH TREE COVERED BY SDDC TREE PRESERVATION ORDER NO 327 AT 12 AUDEN CLOSE, CHURCH BROUGHTON**

No objections

**73.3 DMPA/2022/1001 – THE ERECTION OF AN AGRICULTURAL JUSTIFIED DWELLING TO REPLACE THE TEMPORARY AGRICULTURAL DWELLING PREVIOUSLY APPROVED AT BLACKBERRY FARM, SUTTON LANE, CHURCH BROUGHTON.**

Councillor Thorpe and Pedley agreed to follow up in detail after the meeting and agree a response. The following response was sent after the meeting; Concern has been expressed to the Parish Council by a resident about the viability of the agricultural business, citing the relatively small area of land and numbers of animals. A credible and robust agricultural justification including business viability would appear key to the acceptability of this planning application. The Parish Council would expect the LPA to perform appropriate due diligence on the submitted accounts and other evidence provided to satisfy itself that the relevant requirements are met. As long as this is done as part of the planning process then the Parish Council has no objections.

**74.0 FINANCE**

**74.1 FINANCE REPORT**

A finance report as at 31st August 2022 was circulated.

**74.2 TOM KEATING & ASSOCIATES £882.00**

Cheque issued for survey of Methodist Chapel prior to purchase. Proposed by Councillor Pedley and seconded by Councillor Thorpe. Cheque serial number 001404 issued.

**74.3 FIDDLER TAYLOR £14000.00**

As per the minutes of 25th July 2022, authorisation to pay deposit at auction if successful. Proposed by Councillor Pedley and seconded by Councillor Thorpe. Cheque serial number 001405 issued.

**74.4 PKF AUDIT FEE £240.00**

Statutory audit fee of £240.00 which was due on receipt. Proposed by Councillor Pedley and seconded by Councillor Woodhall. Cheque serial number 001406 issued.

**74.5 GALLAGHER INSURANCE FOR METHODIST CHAPEL PURCHASE £283.53**

As per minutes of 25th July 2022 authorisation to pay insurance annual premium for Methodist Chapel, if successful at auction. Proposed by Councillor Pedley and seconded by Councillor Thorpe. Cheque serial number 001407 issued.

**74.6 UNDERWOOD VINECOMBE LLP FOR METHODIST CHAPEL PURCHASE £127,895.81**

As per minutes of 25th July 2022 authorisation to pay the remaining balance for the purchase of Methodist Chapel if successful at auction. Proposed by Councillor Pedley and seconded by Councillor Thorpe. Cheque serial number 001410 issued.

As the Parish Council was unable to meet due to the death of HM Queen Elizabeth II and the law governing meetings, it was agreed to pay salaries, expenses and HMRC.

**74.7 CLERKS SALARY £224.00 PER MONTH FOR JUNE & JULY LESS TAX = £358.40**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay the Clerk’s salary. Cheque serial number 001411 issued.

**74.8 CLERKS EXPENSES £76.56**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay the Clerk’s expenses. Cheque serial number 001412 issued.

**74.9 CLERK PAYMENT FOR USE OF HOME ½ YEARLY PAYMENT £100.00**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay the Clerk for use of home. Cheque serial number 001413 issued.

**74.10 D WALLIS LENGTHSMAN £136.80**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay Mr Wallis. Cheque serial number 001414 issued.

**74.11 B RUDGE LENGTHSMAN £45.00**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay Mr Rudge. Cheque serial number 001415 issued.

**74.12 HMRC £123.80**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay HMRC. Cheque serial number 001416 issued.

**74.13 BRADLEY ACCOUNTING £60.00**

It was proposed by Councillor Pedley and seconded by Councillor Woodhall to pay Bradley Accounting for the quarter June 2022. Cheque serial number 001417 issued.

**74.14 P JOHNSON JUBILEE CELEBRATION EXPENSES £65.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay Mrs Johnson for her Jubilee expenses. Cheque serial number 001418 issued.

**74.15 VH&PFC UPKEEP OF PLAYING FIELD £600.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay the VH&PFC for the upkeep of the playing field from section 136. Cheque serial number 001419 issued.

**74.16 CHURCH BROUGHTON PARISH CHURCH FOR UPKEEP OF GRAVEYARD £500.0**

 It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay the Church for the upkeep of the graveyard from section 136. Cheque serial number 001420 issued.

**74.17 RE-ISSUE CHEQUE TO B RUDGE £12.50**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to re-issue a cheque to B Rudge. Cheque serial number 001421 issued.

**74.18 RE-ISSUE CHEQUE TO B RUDGE £30.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to re-issue a cheque to B Rudge. Cheque serial number 001422 issued.

**74.19 JANE SPALTON CLEANING ITEMS FOR METHODIST CHAPEL £68.65**

It was proposed by Councillor Speake and seconded by Councillor Woodhall PAY Mrs Spalton for purchase of cleaning items for the Methodist Chapel. Cheque serial number 001423 issued.

**74.20 DONATION TO THE ROYAL BRITISH LEGION RE REMBERANCE SUNDAY**

Councillors discussed how much to donate to the Royal British Legion for Remembrance Sunday. Clerk gave a brief history as to how much had been paid over the years. After discussion it as agreed to donate £50.00 on behalf of the parish.

**74.21 H STEEPLES CLERKS SALARY FOR AUGUST £224.00 LESS TAX = £179.20**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay the Clerk’s salary. Cheque serial number 001424 issued.

**74.22 D WALLIS LENGTHSMAN £60.80**

Councillors discussed the benefits of the lengthsmen and their litter picking duties and it was agreed they do provide value for money for litter picking**.** It was agreed that the duties regarding the collection of leaves in autumn would need to be discussed at the next meeting

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay Mr Wallis. Cheque serial number 001425 issued.

**74.23 B RUDGE LENGTHSMAN £15.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay Mr Rudge. Cheque serial number 001426 issued.

**74.24 BRADLEY ACCOUNTING £60.00**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay Bradley Accounting for the quarter ended September 2022. Cheque serial number 001427 issued.

**74.25 EON METHODIST CHAPEL ELECTRICITY £66.12**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay Eon. Cheque serial number 001428 issued.

**74.26 BANK MANDATE**

Councillor Warriner needs to be added to the mandate. ACTION: COUNCILLORS TO ARRANGE VISIT TO BANK

**75.0 REPORTS**

**75.1 ROADS**

See item 66.0

**75.2 MINOR MAINTENANCE**

Councillor Woodhall advised that the new footpaths officer is Robert Greatorex.

 The following have been reported:

 Footpath 45 – stile broken on Badway Lane

 Footpath 43 – footbridge missing

 Footpaths 39 & 41 – hard to access stiles

Previously reported to the footpath team, the footpath from beside the Holly Bush carpark to the school has now 4 broken fence rails.

DCC Councillor Patten to investigate no action take on footpath from Main Street to Meadow Rise.

Councillors wondered if they could give funds to the community to clear pavements around the village. For discussion at next meeting. ACTION: ALL COUNCILLORS

**76.0 POLICIES**

To be discussed at next meeting.

**77.0 ITEMS FOR THE CALENDAR**

None.

**78.0 CHAIRMAN’S NOTICES**

**78.1 LAYING OF HEDGE AT REAR OF GRAVEYARD**

It was understood that the church will be organising and arranging payment.

**78.2 CHRISTMAS MEAL**

It was agreed to hold the Christmas meal on Thursday 1st December at 8pm at the Holly Bush. The Parish Council meeting will be held prior to the meal. Post meeting comment: this has since been rescheduled for 8th December.

**78.3 WINES & ROSES DONATION REQUEST**

A letter had been received asking if the Parish Council would consider donating funds to the Wine & Roses group for the maintenance of the three flower tubs entering the village. It was agreed by all present to place an item on the agenda for a donation of £100.00

**79.0 DATE OF NEXT MEETING**

Thursday 3rd November 2022