**CHURCH BROUGHTON PARISH COUNICL**

**PARISH COUNCIL MEETING HELD ON THURSDAY 6TH APRIL 2023**

Those present: In attendance:

Councillor Pedley-Chairman Helena Steeples-Clerk

Councillor Redfern

Councillor Speake

Councillor Warriner

Councillor Woodhall

DCC Councillor Patten

SDDC Councillor Lemon

1 parishioner

1. **APOLOGIES**

Apologies were received and accepted from SDDC Councillor Smith.

**2.0 REPORTS FROM DISTRICT & COUNTY COUNCILLORS AND POLICE**

 **Church Broughton Parish Council Report 6th April 2023**

***SDDC Councillor Gillian Lemmon***

**SDDC CEO**

Frank McCardle who has been in post as CEO for 23 years at SDDC has now retired. The permanent position has been successfully filled and our new CEO starts in post at the beginning of May.

Following the retirement of Frank McArdle, CEO**,** we are pleased to confirm that the Recruitment and Selection Panel have completed the recruitment to the above post. The panel unanimously agreed that the post should be offered to and has been accepted by Dr Justin Ives.

Justin has over 20 years’ experience of working in Local Government with the last ten years at Hambleton District Council where he was appointed as their Chief Executive in March 2016.

Justin’s appointment is to be reported to Council on 13 April 2023, following which, it is expected that Justin will then commence his duties on Tuesday 2 May 2023. We look forward to working with Justin as Chief Executive and Head of Paid Service for the Council and his contribution in making South Derbyshire a great place to live, visit and invest.

**Elections – Polling Stations**

**District and Parish Council Elections on 4 May 2023** - Anyone attending a polling station to vote will be required to show an accepted form of photographic identification. This is designed to reduce voter fraud. You are not required to provide photo ID for postal voting.

**What types of photo ID will be accepted?** The following forms of identification will be accepted:

* Passport issued by the UK, any of the Channel Islands, the Isle of Man, a British Overseas Territory, an EEA state or a Commonwealth country.
* Driving licence (including provisional licences
* Biometric immigration documents
* Identity cards bearing the Proof of Age Standards Scheme (PASS) hologram.
* Ministry of Defence Form 90 (Defence Identity Card)
* Blue Badge
* National identity card issued by an EEA state.

If your photo ID has expired, it will still be accepted as long as the photograph is still a good likeness of you.

**Staff at Polling Stations will not be able to accept photocopies or other pictures of photo ID.**

If your name has changed (e.g., through marriage, deed poll etc), you should bring along additional supporting documents, such as a marriage or civil partnership certificate that provides evidence of the name change.

If you have appointed a proxy to vote on your behalf, your proxy must bring their own photo ID to the polling station.

What do I do if I don’t have any photo ID?

If you do not have any of the accepted forms of photo ID, you can apply for a Voter Authority Certificate. Voter Authority Certificates can be applied for by post by downloading the form from Voter ID | Electoral Commission , or online by visiting Voter ID | Electoral Commission

**Purdah**

A reminder that the District Council has entered Purdah on 23rd March meaning this will be the six-week period leading up to the Local Elections.

**Grounds Maintenance**

The staff will complete their hand and vibration (HAV’s) training early next week and this will allow grass cutting to commence from Tuesday11th April next week. Please let us know of any issues during the cutting season and we will press the team to complete as soon as possible.

***SDDC Cllr Peter Smith***

**HGV’s using the Woodyard Lane**

This has been raised with the site manager and the lead construction company. If any HGV is seen using this entrance could vehicle registration numbers be taken and company name of the vehicle and passed on to us, please. Any updates on this and has there been any responses.

**Tree Planting on Dove Valley Park**

Cllr Warriner - A reminder to write an official letter to the Chief Executive with your plans on tree planting at the back of the DVP site. CEO has left at end of March but happy to chase through progress if you managed to get your letter in by end March.

Councillor Pedley confirmed that the letter had been sent and copied to Peter a few weeks earlier. Clerk to resend letter to Gillian to follow up.

**DCC Cllr Julie Patten**

DCC Councillor patten advised that she will have extra funding of up to £500 to distribute to Parish Councils, for them to put towards King Charles II Coronation. Parish Council to submit a request to DCC Patten explaining what the funds will be used for and to include bank sort code and account number.

DCC is looking to provide 500 electric charging points for houses which back directly onto streets. The charging points will be hooked up to lamp poles.

Derby County Councillors have voted to press ahead with setting up a combined county authority for the East Midlands which would include Derby City Council, Nottingham City Council and Nottinghamshire County Council. This would allow some decision-making powers to be devolved from central government to a local level – bringing in at least £1.14 billion of funding to the region. The area will have to have an elected mayor as a result.

Parish Councils are asked to submit their thought on the flood risk strategy .

DCC Patten asked for an update on Auden Close - Councillor Pedley advised that he had facilitated a meeting between SDDC (Chris Worman Head of Green Park & Open Spaces) and the residents of Auden Close. The residents could form a constituted residents association and apply to access SDDC funds to support buying the land. A member of Chris Worman’s team has already met a number of local residents to provide advice on forming a residents group and on applying for funds. The Parish Council had been asked if they would consider purchasing the land. Councillors discussed the proposition, and it was felt that the Parish Council could not reasonably justify undertaking the purchase of the land in Auden Close as the land only directly affects approximately 20 houses which is only around 10% of the households in the Parish.

Mr Worman had advised that SDDC will continue to maintain the trees in Auden Close for a while.

SDDC Councillor Smith had asked for a proposal to be submitted for extra signage for HGV’s. Councillors discussed various scenarios and Councillor Warriner will submit a proposal on behalf of the Parish Council. ACTION: COUNCILLOR WARRINER

Councillors were reminded about an email asking for suggested areas for tree planting. Councillors discussed but at this stage did not have any areas which could be used. It was noted that the scheme operated by SDDC was for larger areas and were very stringent in their rules. It was thought that parishioners may wish to plant individual trees or smaller plots.

**3.0 PUBLIC PARTICIPATION**

Councillor Pedley introduced Mr Tebbs who wished to advised Councillors on a planning application he had submitted DMPA/2023/0338.

Mr Tebbs advised that he had already applied for a Q class planning application for an old barn on the Lodge Hill Farm site with a view to convert into a single dwelling for him and his wife; and elderly parents who have disabilities. This is so that they may look after them at home.

Mr Tebbs had been through planning to move it from a multiple dwelling to a single dwelling and was given permission to start the build . Unfortunately, once they had started the build 4 weeks ago, they came across a large void in the floor that meant it had to be removed and this required a further full planning application as the walls are built upon the floor slab and the requirements of Q class permitted development could no longer be met. They were advised to re submit for the correct permissions, which has now been done and Mr Tebbs thought they should be with the Parish Council shortly. Mr Tebbs left plans and photographs for Councillors to view and explained what was intended; the floor and walls (being the same construction but with new on footings) and a disabled access ramp.

Councillors thanked Mr Tebbs for attending and advising about the planning application. Councillors advised that they had not seen the previous application possibly because not all planning applications for that area are sent to Church Broughton Parish Council as the location is technically outside the Church Broughton Parish, within the Parish of Barton Blount which has no Parish Council.

**4.0 OUTSIDE BODIES PARTICIPATION**

None.

**5.0 TO RECEIVE & APPROVE REQEUSTS FOR DISPENSATION FROM MEMBERS ON WHICH THEY HAVE A DISCLOSURABLE PECUNICARY INTEREST**

None.

**6.0 MINUTES OF THE LAST MEETING**

The minutes from the meeting held on Thursday 9th March 2023 were read, approved and signed. Proposed by Councillor Pedley and seconded by Councillor Thorpe.

**7.0 MATTERS ARISING**

**7.1 COMMUNITY PLAN UPDATE**

Councillor Pedley suggested the following format for the Annual Meeting of the Parish Council which is due to be held on Thursday 20th April 2023 at 7.30-9.30pm in the Community Hall.

Review of Parish Council activities

Summary of Community Led Plan activities.

Update on the Community Hall

Notification of upcoming events

Input from other community groups (if any)

Questions/comments from the community

Meeting closure followed by refreshments and informal discussion.

Councillors suggested that the Community Led Plan provide a one-page summary of their activities for people to take away on the evening and anyone who is not able to attend. ACTION:COUNCILLOR PEDLEY TO SPEAK WITH Mr WEIL

**7.2 COMMUNITY HALL UPDATE**

Councillor Pedley advise that the architect has prepared preliminary plan of the revised layout following completion of a topographical survey and the plan of works is now on display on the noticeboard.

A planning application including change of use will need to be submitted, probably during May 2023. Also, applications for grants (e.g. from SDDC, DCC and the National Lottery Fund) will be prepared and submitted in parallel with the Planning Application over the summer.

Councillor Pedley advised that up to now the electricity was a Business Flexible Plan with the following rates:

Standing Charge - 79 Pence Per Day

Unit Rate Day - 43.5 Pence Per kWh

Unit Rate Night - 39 Pence Per kWh

The supplier is now offering fixed term contracts of 1 or 2 years. Councillor Pedley suggested that the Parish Council look at 1 year contract for the coming year.

1 Year Fixed Business Plan

Standing Charge - 30 Pence Per Day

Unit Rate Day- 36.4 Pence Per kWh

Unit Rate Night -25.7 Pence Per kWh

Unit Rate Flat Rate - 32.7 Pence Per kWh - (instead of day and night, one rate all the time)

2 Year Fixed Business Plan

Standing Charge - 30 Pence Per Day

Unit Rate Day- 36.8 Pence Per kWh

Unit Rate Night -25.8 Pence Per kWh

Unit Rate Flat Rate - 33 Pence Per kWh - (instead of day and night, one rate all the time)

Councillors discussed the rates and were all in favour of taking out a 1-year contract. ACTION: COUNCILLOR PEDLEY TO ACTION

**7.3 RISK MANAGEMENT**

No further items to add at present.

**7.4 READING ROOM LAND. HAS ANY WORK BEEN CARRIED OUT SINCE LAST MEETING**

Councillor Woodhall advised that Ms Sheman and herself had completed 4 hours on 29th March 2023

**8.0 PLANNING APPLICATION**

**8.1 DMPA/2023/0332 – EXTENSION TO CROWFOOT FARM**

No objections.

**8.2 UPDATE OF PREVIOUS PLANNING APPLICATIONS**

1. Holiday pods on Badway Lane granted

2. No decision on the Lees Hall farm development has been placed on the planning portal.

**9.0 REPORTS**

**9.1 ROADS**

Councillors Pedley & Thorpe had attended the Market Place event at Matlock and had discussions with highways. They were advised that all major roads in Derbyshire are reviewed annually and the most minor roads every five years. Councillors were advised that if any roads are in a particularly poor state, it would be recommended to advise local and district councillors and seek their support to request a full resurfacing of the lane. Parish Councillors discussed the state of the roads in the parish and agreed that Tippers Lane was not in a good state. Councillor Speake to draft a communication for the PC to send to DCC & SDDC Councillors. ACTION:COUNCILLOR SPEAKE

Further to SDDC Councillor Smith’s report regarding HGVs on local lanes Councillors discussed where they could propose extra signage to be placed. A suggested route would be for HGV’s to be directed onto Heath Top, before turning right onto Bent Lane and following the road to the old A50. Lorries would then be directed back to the A50 island at Dove Valley Park.

Councillor Speake advised that all road repairs which needed attention had been undertaken but it was noted that the poor rainy/frosted weather which had occurred had loosened poorly filled potholes.

**9.2 MINOR MAINTENANCE/FOOTPATHS**

Councillors Woodhall and Warriner met with DCC Footpaths Officer, Mr Mountain re footpaths near Heath Top:

Footpath number 8 woodside farm Woodyard Lane has no sign post that leads to Hay Lane.

Footpath 9 off Woodyard Lane has no sign, is not very accessible between Futabase and JCB.

Footpath 9 carries on to Penny Waste wood, which has been blocked due to construction of new site, Clowes management surveyor Gillian Minogue joined them as they walked the footpaths. Ms Minogue informed them later that week that a temporary footpath closure was granted but no signs were put up so she has requested them to put signs up.

Footpath 28 from Heath Top road which passes by the Muller factory is not very clear as to where you should walk and there is an embankment of soil blocking the path near the entrance to the factory again not clear where the path should be.

Ms Minogue to look into getting the footpaths cleared and accessible, and Patrick Mountain will get signs put up.

The pond on Heath Top, which is understood to be owned by Clowes has been maintained by Mr Massingham, a nearby local resident. It is thought that Clowes have the liability as they own the land, but that they may be prepared to transfer ownership of the land and pond, and Ms Minogue took an action to review this internally. Councillors were asked if the Council would be prepared to take on the land, if it was free of charge. Concern was raised regarding maintenance costs and liability. It was also identified that the land is understood to be in Foston & Scropton Parish, and therefore there should really be a discussion with the Foston and Scropton PC in the first instance aswell as a conversation with Mr Massingham to gain his thoughts.

**10.0 FINANCE**

**10.1 FINANCE REPORT**

A finance report had been circulated as of 1st April 2023. Clerk to prepare accounts for the end of year for audit on 21st April 2023.

Councillor Warriner suggested the council look at accounts with a better rate of interest. Councillor Pedley agreed to view accounts for the end of year and establish how much of the funds in the accounts relate to the Community Hall. Councillors were reminded that a payment for the Public Works Loan was due to be paid. ACTION: CLERK & COUNCILLOR PEDLEY

**10.2 CLERKS SALARY LESS TAX £179.20**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay the Clerks salary. Cheque serial number 001350 issued.

**10.3 D WALLIS LENGTHSMAN £60.80**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay Mr Wallis. Cheque serial number 001351 issued.

**10.4 B RUDGE LENGSTHMAN £34.64**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay Mr Rudge. Cheque serial number 001352 issued.

**10.5 HMRC £60.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay HMRC. Cheque serial number 001353 issued.

**10.6 DALC – ANNUAL SUBSCRIPTION £403.15**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay DALC. Cheque serial number 001354 issued.

**10.7 JULIA WILLIAMS COMMUNITY HALL EXPENSES £49.92**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay Julia Williams’ expenses. Cheque serial number 001355 issued.

**10.8 J SPALTON COMMUNITY HALL EXPENSES £59.96**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay Mrs Spalton’s expenses. Cheque serial number 001356 issued.

**10.9 COMMUNITY HEARTBEAT ANNUAL SUPPORT FOR DEFIBRILATOR £151.20**

It was proposed by Councillor Woodhall and seconded by Councillor Speake to pay The Community Heartbeat. Cheque serial number 001357 issued.

Councillor Warriner enquired how to operate the system was communicated. After discussion it was agreed that the Clerk would contact Mrs Gadsby for instructions and then issue these on the village email circulation annually. ACTION: CLERK

**10.10 BRADLEY ACCOUNTING £60.00**

It was proposed by Councillor Speake and seconded by Councillor Woodhall to pay Bradley Accounting. Cheque serial number 001358 issued.

**10.11 LENGTHSMAN WAGES REVIEW**

Currently Derrick Wallis is being paid £9.50 per hour. Under the new rates for the National Minimum Wage & Living Wage from 1st April Derrick would now be paid £10.42. Councillors approved new rate of pay.

Last year it was agreed to pay Ben Rudge £5 per hour. When Ben turned 18 his hourly rate went up to £6.83. Under the new rates for the National Minimum Wage & Living Wage from 1st April Ben would now be paid £7.49. Councillors approved new rate of pay.

Clerk to issue lengthsmen duties to councillors for review. ACTION: CLERK

**10.12 AUTHORISE PAYMENTS OF SALARIES FOR THE MONTH OF MARCH TO BE PAID IN MAY PLUS INSURANCE INVOICE**

Due to timing of elections, date by which an annual parish council meeting is to be held and the parish council meeting not being held until 25th May it was agreed by all present to pay the above invoices prior to the meeting. ACTION: CLERK TO RAISE THE NECESSARY CHEQUES FOR SIGNATURE OUTSIDE OF THE MEETING

**11.0 CORRESPONDENCE**

None.

**12.0 POLICIES**

None.

**13.0 CHAIRMANS NOTICES**

Clerk advised that she had taken parish council minutes relating to 2012-2021 to the Derbyshire Records Office.

**13.1 COUNCILLOR TRAINING**

To be brought forward to the next meeting after elections.

**14.0 DATE & TIME OF NEXT MEETING**

25TH May 2023 at 7pm

**15.0 MEETING CLOSED**

9.20pm.