

STENSON FIELDS PARISH COUNCIL

Mrs J Storer (Parish Clerk)
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Date: 9th September 2015

To: The Chairman and Members of Stenson Fields Parish Council

Dear Councillor,

ORDINARY PARISH MEETING

You are summoned to attend the Ordinary Parish Council meeting of Stenson Fields Parish Council which are to be held on THURSDAY 17th September 2015 at 7.15pm at Stenson Fields Primary School, Stenson Fields.

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 to the Parish Council

AGENDA – Ordinary Parish Council meeting – 7:15pm

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

(a) A period 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 approve the Minutes of the Meeting held on 16th July 2015 (Copy already circulated)

6 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.”

7 Chairman's Announcements and reports.

(a) For the Chairman of the Parish Council to present any reports and/or amendments

(b) For the Chairman of the Parish Council to report on matters discussed during the public participation section as appropriate

8 Report of the Clerk on: -

(a) Items from the last meeting

(b) To receive a report on the Fox Close Play Equipment renewal

9 Governance

(a) To consider the establishment of a Strategic Working Party and if confirmed to :-

- Appoint Membership

- To agree Terms of Reference

10 Correspondence

1. DALC – various circulars

2. Mr P Jameson – advising that a pedestrian refuge can be installed at the Pilgrims Way junction. This was in response to an email from Cllr Shepherd for a pedestrian refuge

3. Zoe Sewter – agreement for the Tree Officer to consider action which can be taken regarding a tree casting shadow at Bluebell Close/Quick Hill

4. Derbyshire Law Centre – Confirmation that the Parish Council has been accepted as an organisational member.

5. SDDC - Parish Liaison minutes and forthcoming briefing sessions

6. SDDC – Derbyshire Cycle Plan

7. SDDC – Sustainability Appraisal Addendum (consultation dates 28.08.15 – 12.10.15)
- 11 Finance
 - (a) Accounts for Payment
 - (b) To consider any amendments to the Risk Assessment
 - (c) To consider the Audit Report from Grant Thornton
- 12 To consider Planning Applications
- 13 Police Issues/Speed Limits/Road Safety
- 14 Saxon Gate at Newton Village Development, Stenson Road
- 15 Lengthsman Scheme
- 16 Environment
- 17 To receive any update on the proposed Parish Boundary Changes
- 18 Consultations
 - (a) SDDC – Sustainability Appraisal Addendum (consultation dates 28.08.15 – 12.10.15) *see correspondence item 7*
- 19 Items for information only
 - (a) Reports from Meetings attended
 - (b) Notification of Forthcoming meetings

PART II – CONFIDENTIAL INFORMATION

- 20 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.”
- 21 Date of next Parish Council meeting – 15th October 2015 – to be rearranged
To set a date for a Strategic Planning Meeting

CONFIDENTIAL SECTION

- 22 Lengthsman salary review, staffing levels & staff appraisals

CLERK'S REPORT – SEPTEMBER 2015

AGENDA No

8. Matters from last meeting

All matters raised at the last meeting have been raised with the various departments and authorities but no response has been received to date.

This includes Min 415/15 – request for larger bins to be installed at the Asda Link Path
And Min 416/15 for the bollards to be reinstated.

8b) Fox Close Play Equipment

As the Council will recall, an application for grant funding from The Lottery could not be made as the Parish Council did not own nor did it have a lease over the area concerned. The Clerk submitted an application to Lafarge-Tarmac, via Derbyshire Environmental Trust (DET), for funding of the play equipment and its installation.

Confirmation has been received from County Hall that Cllr Davison's application to assist the Parish Council with the purchase of new play equipment has been granted to the value of £1100.

In addition, on 9th September 2015, the Clerk received written confirmation from Derbyshire Environmental Trust that the application for funding has been successful. Work cannot commence immediately, the stages to follow are

- i. DET will register the project and then send a letter requesting the third party contribution of £1100.53.
- ii. Payment of £1100.53 will be sent, and DET will send out the contracts; this will be a third party contract to include SDDC as the landowners
- iii. When this is complete, the Parish Council can issue an order to Streetscape for the equipment to be installed.

These stages typically take between 6-8 weeks to complete.

The Clerk has contacted Streetscape (the contractor) to advise that funding is available and to seek a date to commence works. Works will commence approximately 6 weeks from the date the order is placed, but subject to weather. SDDC has also been advised that the project is to proceed.

DET has requested that the Parish Council does not make a press release yet until it has completed the registration of the project; we will be notified when a press release can be made.

9. Strategic meeting

At the July Ordinary Parish Council meeting, it was agreed that a strategy meeting will be held to consider the Parish Council's vision for the Parish. The Parish Council is requested to consider whether this will be a meeting of all Councillors (in effect another Parish Council meeting) or whether to establish a Working Party or Committee to consider and make recommendations about the strategic direction of the Parish Council.

12. Planning

Applications

9 2015 0599 – The erection of extensions, a garage conversion and the erection of a detached garage at 303 Grampian Way, Stenson Fields.

CD9/0715/65 - Proposed extensions to the existing main school building on both the East and West Elevations to provide 6no additional classrooms with toilet facilities, Stenson Fields Primary Community School,

17. Boundary Review

The Clerk had received an email from Frank McArdle's Secretary advising that the Boundary Review would be placed before the July meeting of the Full Council, but nothing has been received from SDDC as to the outcome of this meeting. It is noted in Min CL8 of the Full Council meeting held on 21st May 2015 states "The Chief Executive informed Council that the Stenson Fields and Barrow on Trent Parish Councils had requested boundary changes in their respective areas and that the necessary procedures had been initiated." On August Bank Holiday Monday, Barrow upon Trent PC advised in an email to the Clerk, Chair and Vice Chair, that Frank McArdle was to attend its Parish Council meeting the following evening and issued an invitation for Stenson Fields PC to attend. Unfortunately due to the short notice, Stenson Fields PC was not represented at this meeting, but a short report was provided the following day, by the Chair of Barrow upon Trent PC. The report stated that following consideration and a review of matters, Frank McArdle was unable to support the application to amend the boundaries, but instead, was looking at an alternative governance review and wished for all parties to meet and to be included in the review either in whole or in part. At the time of writing, no one from SDDC has been in contact with this Parish Council to make such arrangements and whilst the Clerk has left messages; no reply has yet been received. The Clerk will provide a verbal report at the meeting, should any further developments occur.