

STENSON FIELDS PARISH COUNCIL

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Date: 12th May 2016

To: The Chairman and Members of Stenson Fields Parish Council

You are summoned to attend the Annual Parish Council Meeting and the Ordinary Parish Council which are to be held on THURSDAY 19th May 2016 commencing at 7.30 pm at Stenson Fields Primary School, Stenson Fields.

ANNUAL MEETING OF THE PARISH COUNCIL **AGENDA – ANNUAL MEETING OF THE PARISH COUNCIL – 7:30 PM**

1. Election of Chairman
2. Chairman to take and sign the Declaration of Office
3. Election of Vice Chairman
4. Vice Chairman to take and sign the Declaration of Office
5. Review of Register of Interests
6. Appointment of Committees – if required
7. Appointment of Cllrs to External Bodies and arrangements for reporting back
8. To review Standing Orders
9. To review Financial Regulations
10. Review of inventory of land and assets including buildings and office equipment.
11. Review and confirmation of arrangements for insurance cover in respect of all insured risks.
12. Review of the Council's and/or employees' memberships of other bodies.
13. Review of the Parish Council's policies.
 - (1) Code of Conduct
 - (2) Complaints Procedure
 - (3) Data Protection Procedure
 - (4) Freedom of Information Procedure
 - (5) Grievance and Complaints Procedure
 - (6) Health and Safety Policy
 - (7) Lengthsman Risk Assessment
 - (8) Recording of Council Meetings Procedure
 - (9) Risk Assessment
 - (10) Shared Parental Leave Procedure

ORDINARY PARISH MEETING

AGENDA – ORDINARY PARISH COUNCIL MEETING – 7:45 PM

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

- 1 To receive apologies for absence.
- 2 Appointment of locum Clerk – Mr J Storer
- 3 Variation of Order of Business
- 4 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.

- 5 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.
- 6 To approve the Minutes of the Meeting held on 21st April 2016 (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 and Reports.
For the Chairman of the Parish Council to present any reports and attendances at formal functions

- 9 Report of the Clerk on: -
 - (a) Items from the last meeting
- 10 Correspondence
 - (a) DALC – various circulars
 - (b) SDDC – Cycle Action Plan and Aviva Women’s Tour of Britain -13th June 2016.
- 11 Finance
 - (a) Accounts for Payment
- 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
To consider areas which will benefit from planting of bulbs (Min 578/15)
- 17 To receive any update on the proposed Parish Boundary Changes
- 18 Consultations
None
- 19 To receive feedback and reports from Council representatives on outside bodies
- 20 Items for information only
 - (a) Reports from Meetings attended
 - (b) Notification of Forthcoming meetings

CONFIDENTIAL INFORMATION

- 21 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.”
- 22 Date of next Parish Council meeting – 16th June 2016.

CONFIDENTIAL SECTION

Clerk’s position

CLERK's REPORT – May 2016

AGENDA No

9. Matters from last meeting

All matters raised at the last meeting have been raised with the various departments and authorities.

Min 595/15(e) & 598/15(b) Response from DCC:-

I write in reply to your below e-mail, which has been forwarded for my attention in regard to the SLOW carriageway marking on Wragley Way.

You will perhaps be aware that the carriageway around the junction was recently resurfaced and I have made some enquiries to establish whether the markings have been reinstated incorrectly.

I have attached, for your information, an image capture from Google Street View which clearly shows the SLOW carriageway marking in the eastbound lane of Wragley Way (leaving the Stenson Road junction). The image date is from November 2012 and therefore the marking appears to have been reinstated correctly.

I am unsure as to the history of the marking, or the purpose for it being placed where it has, as it seems to have been there for a number of years. I would speculate, however, that it serves to discourage drivers from gathering speed along this straight section of road on the approach to the Beaufort Road junction (where there may be conflict with exiting traffic). The marking will have been introduced to address a road safety issue and I would therefore have reservations about removing it and potentially jeopardising the existing good road safety record at the Wragley Way junction with Beaufort Road.

Wragley Way – on approach to Stenson Road – has a straight alignment, providing drivers with good forward visibility of the junction ahead. The junction also benefits from an illuminated 'Give Way' sign and associated carriageway markings. Drivers should therefore have sufficient time to observe the upcoming give way and reduce their speeds accordingly. A check of the Police database – which records all collisions resulting in personal injury – does not reveal any concerns in regard to the safety of this junction as there have been no injury collisions here in the last 3 years (this being the standard test period for assessment). Given the good road safety record, I cannot recommend any additional measures here at this time.

In regard to the footway between Zetland Crescent and Bluebell Close. According to our records this footway does not form part of the highway, nor is it recorded as a Public Right of Way. We have therefore passed details of your concerns to the District Council to investigate.

11. Finance

Staff salary payments for May 2016. £TBA

Insurance Premium for 2016/2017 £TBA

The locum Clerk will make enquires as to the renewal premium and bring this to the meeting.

12. Planning Matters

Applications

9 2016 0274 – CHANGE OF USE TO SHOP USE (CLASS A1). INSTALLATION OF A NEW SHOP FRONT AND CREATION OF ALUMINIUM SWINGING DOORS TO THE REAR OF 46 PILGRIMS WAY STENSON FIELDS DERBY DERBYSHIRE

Decisions

None

