

SDDC & Parish Council Liaison	Cllr Silvester
Police Liaison/Safer Neighbourhood	Cllr Holland
Age Concern	Cllr Haynes will discuss this with Mr K Yeomans
Finance Committee	To be agreed at budget setting
Village Hall Booking Clerk	Mrs A M Ross
Toyota CLC	Cllr Haynes
Joint Highways Forum	Any Councillor to attend
DCC & Parish Council Liaison	Any Councillor to attend

12. Review and confirmation of arrangements for insurance cover in respect of all insured risks.
The insurance policy falls due on 1st June 2013. The premium and joint cover for the Parish Council and the Village Hall was confirmed as being correct by the Clerk. The insurance cover will be renewed.
13. Review of the Council's and/or employees' memberships of other bodies.
The Parish Council is member of only one organisation – DALC. RESOLVED to continue with the membership of DALC.
14. Reviewing the Council's complaints procedure.(Already circulated)
There being no alterations, the Complaints Procedure continues as before.
15. Establishing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
The Parish Council does not have a full set of policies and DALC will be asked to provide a template. The policies will then be brought to the next Parish Council meeting. Cllr Haynes thought that it would also be useful to consider having a policy on the retention of emails.
16. Adoption of the Council's DDA policy (Already previously circulated)
RESOLVED to adopt the DDA policy as previously circulated.
17. Adoption of the Council's H&S Policy (Already previously circulated)
RESOLVED to adopt the H&S policy as previously circulated.
18. Establishing the Council's policy for dealing with the press/media – any requirement
There is currently no policy in place, but any contact with the press/media will be made following consultation with the Clerk.
19. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
13th August at Mickelover Social Club
16th October at the Village Hall
11th December at the Village Hall

ORDINARY PARISH COUNCIL MEETING
PART 1 NON –EXEMPT INFORMATION

13/01 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted by Cllr Burns and Cllr Lemmon.

13/02 VARIATION OF ORDER OF BUSINESS

There was no variation in the order of business.

13/03 MEMBERS TO DECLARE AN INTEREST.

No declarations of interest were made

13/04 TO GRANT ANY DISPENSATIONS

No dispensations were required.

13/05 PUBLIC SPEAKING

a) Public

Mr Roberts informed the meeting that there was one soldier from Burnaston who was killed in WWI. Whilst this soldier is on the Cenotaph in Etwall there is no plaque within Burnaston village. Mr Roberts stated that he was willing to make his research available for the purpose of commemorating WWI if there is a commitment by the Parish Council to take this matter further. Mr Roberts suggested that an external memorial would be preferable to something inside the Village Hall as accessibility to the memorial would be made easier if it was outside. Cllr Ford suggested that the British Legion is a good contact for information on memorials. Mr Roberts is a member of the British Legion and agreed to put together a package of information for the Parish Council to consider.

b) County Councillor

Cllr Ford introduced himself to the meeting, following his election as the County Cllr. He added that he had nothing to report at present, but would take up matters that were reported to him.

c) District Councillor

Cllr Mrs Brown advised that the wind turbine appeal was withdrawn by the applicant but the application is being resubmitted. There are various local surveys being undertaken by the applicant prior to resubmission.

The proposed change to the recycling system at SDDC has developed a snag, but the scheme should be introduced in the summer.

The Local Plan is progressing. The section relating to strategic sites has been consulted upon and will go out for a final consultation in the summer. The second part of the Local Plan relating to the smaller sites will be coming out for consultation shortly and it is this section which could have an impact upon the villages in the immediate vicinity.

Cllr Mrs Brown added that as Central Government has fed back on the strategic sites in the district and the surrounding areas, there may be the need for the district to have additional numbers of housing if surrounding authorities cannot accommodate the necessary housing numbers in their area.

Cllr Haynes enquired as to how the feedback from consultations is implemented.

Cllr Mrs Brown advised that it is the quality of the feedback in planning terms that is important but all responses are logged.

Cllr Holland requested that Cllr Mrs Brown keeps a “watchful eye” on any application relating to Watergo Farm and to seek strict environmental controls at the Farm.

- d) Mr Nick Freeman (Toyota External Affairs) reported that in November 2012 it came to Toyota’s attention that Sat Navs were sending traffic down Green Lane to access Toyota. Immediately actions were taken to redress the problem and an alternative postcode has been found which will route motorists down the A50. This postcode is DE65 6DX. Toyota has consulted with DCC about the erection of signage and a sample of the design, size and suggested wording was brought and shown to the meeting. The suggested locations were on Green Lane and at the start of Dee Lane/Etwall Lane; these were suggested as DCC now has a policy of de-cluttering road signs and thus did not want to put the signs any further out of the village. Cllr Ford requested that the signs be vandal proof. Mr Roberts stated that he was aware of the problems with the vehicles on Green Lane and suggested that the proposals would not help to prevent large articulated lorries from coming through the village. The Parish Council thought the signs would be better located nearer the A516 so Mr Freeman agreed to take the alternative location back to the Highways Dept.

8.20pm Cllr Ford, Cllr Mrs Brown and Mr Freeman left the meeting.

13/06 TO APPROVE THE NON- CONFIDENTIAL MINUTES OF THE MEETING HELD 20th MARCH 2013

RESOLVED: the minutes of the meeting, held 20.03.13 as previously circulated, were read, accepted and signed as a correct record by the Chairman.

13/07 TO DETERMINE WHICH ITEMS IF ANY ON PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED.

There were no items to be taken in exclusion.

13/08 CHAIRMAN’S ANNOUNCEMENTS

Chris Hall kindly circulated an email that the Chairman had put together prior to the last meeting which encouraged parishioners to register their interest in fibre optic broadband on the DCC website.

Feedback from this e-mail was largely positive with several recipients confirming that they have registered. A few people suggested that there is already “fibre to the cabinet” (or “FTTC”) installed to the BT junction box in Etwall Lane but no evidence of this can be found – in fact most evidence would suggest the opposite.

One parishioner suggested that it would be possible to fund an FTTC connection ourselves but, as the Council has discussed previously, it would be hard to justify meeting the costs out of the Council’s budget (especially as it would only benefit a minority of parishioners).

13/09 TO RECEIVE THE CLERK’S REPORT

The report as previously circulated was accepted

13/10 CO-OPTION OF PARISH COUNCILLORS

No further expressions of interest have been received. There are notices erected to advertise the vacancy but the Clerk will redesign the notices.

13/11 MICKLEOVER COUNTRY PARK MATTERS

Cllr Holland welcomed the report from the Clerk that during extreme snowfall, local farmers are engaged to clear snow from around MCP, but this is a very infrequent occurrence and in the

interim there continues to be the problem of the main road around the estate, being left ungritted. Cllr Holland gave a brief resume of the problems being experienced at the Social Club and acknowledged the advice given in the Clerk's report. He expressed the view that part of the area could be at risk of being a "free for all" if the Social Club folds. The result will be that the area would be destroyed as an amenity. Cllr Silvester enquired as to whether the situation would improve if limited access was permitted, as opposed to the current practise of no access. Cllr Holland appreciated the point made and he will continue to try to help the tenants of the Social Club as best as he can.

A request was received for an additional grit bin on Sandpiper Lane. DCC has replied to advise that there is now only one size of grit bin. RESOLVED to purchase a second grit bin for Sandpiper Lane and the Clerk will agree the location with the resident who previously agreed to have the bin sited on her property.

13/12 VILLAGE HALL IMPROVEMENTS

The Clerk explained the progress made to date. She expressed some concern as the contractor had not replied to confirm that the proposed start date was acceptable. Cllr Burns was making attempts to contact the contractor.

Cllr Burns and the Clerk had met with a glazing contractor. The quote for the replacement doors was read and discussed. RESOLVED to order a replacement fire door which will be installed as soon as practicable. It was thought that no internal door was required and that it would be better if the front door was replaced by a bespoke hard wood door but this could be decided upon at a later date. The Clerk will contact the glazing contractor. The Clerk also advised that the glazing contractor was making enquiries about possible solutions for some form of additional glazing of the windows, but due to the shape, this was proving to be difficult.

13/13 BURNASTON VILLAGE MATTERS

a) Toyota signage

RESOLVED It was thought that the suggested signs about directing traffic to Toyota would be better sited on both directions of the A516, this would keep the vehicles on the A516 and prevent them from entering the village. It was also thought that having a sign on Dee Lane would spoil the village and risked upsetting residents. A sign on the Findern Lane/Green Lane junction would be useful as a last resort. The size of the sign will be left to the discretion of the Highways Dept.

b) Public footpaths

PFP 1 is becoming overgrown. The Clerk was requested to contact the contractor for him to visit and clear the path back.

c) Gritting

The Clerk was requested to make enquiries as to what the true gritting situation is regarding the village, following incorrect information that has been circulated.

d) Drug Activity

Cllr Holland reported that he had emailed Sgt Todd about possible drug activity on Green Lane. Sgt Todd had advised that the Lane is regularly patrolled and Cllr Holland agreed to follow up the matter at the next Safer Neighbourhood meeting.

13/14 RISK ASSESSMENTS

The risk assessments were reviewed but no matters were identified as being needed to be included or amended. It was however, noted that the risk assessments will need to be reviewed and updated when the refurbishment work commences.

13/15 PLANNING
 9 2011 0348 – The rebuilding of Burnaston House at land off Bannells Lane, Etwall Road, Mickleover
 There was no further information to add, other than it is hoped that the cycle track users will have priority of use rather than the users of the farm track

13/16 CORRESPONDENCE

1. DALC – Various papers
2. Mr R Roberts – Support for commemorating WW1
3. SDDC – Adoption of Local Enforcement Plan 2013
4. Dianne Adlington – Anti social behaviour on land at Social Club
5. Toyota – confirmation that fallen tree on perimeter path will be removed
6. Clerks & Councils Direct
7. Christian Aid – Notification of house to house collection for Christian Aid week 12-18 May

13/17 FINANCE:

a) The following accounts were passed for payment:-

cheques written since last meeting

00071 SDDC – Building Regs – initial consultation	£60.00
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Cheques to be raised

00072 Miss K Shuttlewood – Lengthsman fee (Apr-May)	£XX
00073 Mrs J Storer – expenses	£39.18
HMRC – Clerk’s PAYE (April onwards)	£0.00
00074 DALC subscription 2013/2014	£297.68
00075 DCC – Supply & install salt bin on Dee Lane	£268.40
00076 Mrs J Storer – Balance of clerk fee (April)	£XX
00076 Mrs J Storer – Balance of clerk fee (May)	£XX
00077 Aon – Insurance for Hall & PC	£862.13
00078 Mr E Smith – Gardening at V Hall (April & May)	£70.00
00079 Mr Wood – Internal Audit fee	£72.70
00080 S Staffs Water – water at V Hall	£26.55

s/o Mrs J Storer – Clerk’s fee for May	£X
s/o Mrs J Storer – Clerk’s fee for April	£XX
s/o DCC – pension payment (May)	£63.62
s/o DCC – pension payment (April)	£63.62

Money Received

DCC – Minor Maintenance refunded 2012/2013	£210.00
SDDC – Precept	£6381.00
SDDC – Concurrent refund	£5308.00
500065 – Hall hire	£110.00
500066 – Hall hire	£85.00
500067 – Hall hire	£90.00

b) To consider requests made under S137
 None received

The Clerk had also circulated a proposed grant application form which can be dealt with in conjunction with the Section 137 claim, which will ensure that the S137 claim is for the residents of Burnaston. RESOLVED to accept the application form.

- c) The accounts for the year ending 31st March 2013 were audited by Mr B Wood on 1st May and they are in good order and no areas of concern were raised. RESOLVED to accept the accounts for the year ending 31st March 2013.
- d) The Annual Audit Return was presented to Council and approved. The Clerk and Chairman will sign the Audit Return.
- e) The Clerk's tax coding has altered with effect from 5th April 2013 and the net fee she receives is now different. The bank payment mandate requires amendment to reflect this change in tax code, The Clerk apologised as the bank mandate was not available at the meeting, but will be brought to the next meeting.

13/18 CONSIDERATION OF THE LIGHTING OF THE KIOSK

Cllr Silvester advised that the average annual cost of lighting the kiosk is £20. It was acknowledged that the Parish Council was not paying for any of the electricity at the kiosk and as such was at the "mercy" of the company who was paying. RESOLVED to take ownership of the power supply and the Clerk will make enquires as to how the Parish Council takes over the electricity supply.

13/18 FUTURE AGENDA ITEMS

Village Hall improvements
Flooding/drainage problems
Toyota signage
Telephone kiosk
WWI commemoration

13/19 ITEMS FOR INFORMATION

- a) Meetings attended
SDDC – Flood Liaison meeting 21.03.13
- b) Forthcoming meetings/Training sessions
DALC session – 17th June at Etwall Village Hall

13/20 CONFIDENTIAL ITEMS

No items of a confidential nature were raised.

13/21 DATE OF NEXT MEETINGS

The dates of the next Ordinary Parish Council meeting will be held on 13th August 2013 at the Mickleover Social Club.

There being no further business, the Chairman closed the open meeting at 9.55pm

Signed.....

Date.....