

**Minutes of the Ordinary Meeting of Shardlow & Great Wilne Parish Council held on Wednesday  
22<sup>nd</sup> November 2023, 7.30pm at Shardlow Village Hall**

**PRESENT:** Cllr A Perks (Chairman), Cllr M Clifton (Vice Chairman), Cllr N Hawksworth, Cllr P Lees, Cllr R Saccone, Cllr N Warren, DCllr P Waton, DCCllr N Atkin, F Keppel-Spoor - Clerk (Minutes); and there were no members of public present.

| Reference   | Agenda Item                      |   | Action |
|-------------|----------------------------------|---|--------|
| 133/2023-24 | Apologies for Absence            | DCllr D Corbin, Cllr N Stenner, Cllr M Rodgers  |        |
| 134/2023-24 | Declaration of Members Interests | Cllr Hawksworth declared an interest in planning application DMPA/2023/1154 associated with Moor Farm<br>Cllr Warren declared an interest in agenda item for Community Grant Funding related to the grant application from the Inland Port Festival.<br>It was RESOLVED both member Cllrs would leave the room during any discussion/decision taken on these items.   |        |
| 135/2023-24 | Variation of Order of Business   | No variations to order of business requested.   |        |
| 136/2023-24 | Public Participation             | No public participation to record.  |        |
| 137/2023-24 | Reports from Outside Bodies      | <p><b>DCCllr N Atkin</b> – gave an update on the proposal for the free school on Infinity way and the associated access road which is in the planning stages, with a planning application anticipated imminently. The catchment area for this school is yet to be agreed and further updates will be shared as they are available.</p> <p>Boulton Moor (Spencer Academy) primary school building work is well underway and is anticipated to open as scheduled.</p> <p>MCLS scheme is now available and there is circa £1800 available to each parish in the Aston ward with £250 ringfenced for Coronation commemoration. This should be claimed by end of March 2024 via the MCLS forms and the PA for DCCllr N Atkin – it is unlikely this funding will be available in future years.</p> <p>Flood Liaison update, including an update on Our City Our River (OCOR) and a future meeting is planned to include all agencies/interested parties. There are plans to update flood defences on River Dove from Eggington and beyond which will likely add additional pressure to the river Trent. Flood maps for the Trent Valley are still to be updated and will be circulated when available.</p> <p>County Council have called an extraordinary meeting on 7<sup>th</sup> December at 4pm to discuss the combined authority due to be in place from April 2024.</p> <p>District Council are discussing S136 concurrent functions and budgets at their meeting tomorrow evening and DCCllr Atkin enquired as to whether any paperwork has been received in relation to this. The Clerk confirmed the only paperwork received so far is the claim form for 2024/25 from SDDC which will be completed at finance year end as usual. DCCllr Atkin suggested that budget setting for the parish should be considered without the inclusion of S136</p> |        |

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|                    |  | <p>concurrent functions as there is a plan to remove them. The Clerk will clarify this information with SDDC at the earliest opportunity.</p> <p>SDDC biodiversity net zero – may have an impact in the future on planning applications. Already being incorporated into planning process and will be legislated from January 2024.</p> <p>East Midlands Airport Community Forum – interesting meeting and will see a lot of improvements including an extension to the apron area for commercial airlines and non-operational users who utilise the airport. Future airspace – aircraft taking off from EMA will go from ground zero to 40000ft to allow extra capacity for additional aircraft to use the airport – this should also see a reduction in noise pollution. Surface water from the airport goes to two large ponds outside the perimeter of the airport and they feed into the river Derwent/Trent at Diseworth and the other outlet feeds into the Trent. The ponds have been dredged recently to allow additional capacity and the water from these ponds is used to dilute the de-icing solution used on the runways.</p> <p>Freeport – smaller hub being installed on Jet2 car park at Castle Donington and another at Ratcliffe Power Station, but this is not expected until 2027.</p> <p>Medical facilities in South Derbyshire have been called into the Integrated Care Board via the Overview &amp; Scrutiny Committee – various areas being looked at for a super surgery and Boulton Moor is currently favoured for this, though this may see an amalgamation of surgeries across the district and include other facilities than just GP and may also include a new dental practice and pharmacist. Integrated Care Board are looking to move away from satellite surgeries and further updates will be shared as they are available.</p> <p><b>DClr P Watson</b> – Community Grant Funding from Levelling up fund remains available and more information is available here: <a href="#">Community Grants   South Derbyshire District Council</a>. Biodiversity net gain policy and financial management schemes are currently being looked at by SDDC.</p> <p><b>DClr D Corbin</b> – Apologies received ahead of the meeting.</p> <p><b>Derbyshire Constabulary</b> – a report was circulated ahead of the meeting with the latest crime statistics available from <a href="https://www.derbyshire.police.uk/area/your-area/derbyshire/derby-south/melbourne/about-us/crime-map">https://www.derbyshire.police.uk/area/your-area/derbyshire/derby-south/melbourne/about-us/crime-map</a><br/>There were six crimes reported in total in September 2023 for this area.</p> |  |
| <b>138/2023-24</b> | <b>Minutes of the meeting 27<sup>th</sup> September 2023</b> | It was RESOLVED to accept the minutes of the meeting held on 25 <sup>th</sup> October 2023 as a true and accurate representation of the meeting, having been previously circulated to all member Councillors.   |  |
| <b>139/2023-24</b> | <b>Flood Liaison Meeting</b>                                 | Cllr Hawksworth and the Clerk gave an update from the Flood Liaison meeting held online and chaired by Sean McBurney of SDDC. The meeting was well-attended by all agencies, with the exception of Severn Trent. Full minutes will be circulated to all member Cllrs when they are available.   |  |
| <b>140/2023-24</b> | <b>Parish Plan</b>   | Cllr Lees gave an update on an item of the Parish Plan which is yet to be actioned. There is a requirement to complete an inventory of all brooks, ditches and waterways across the parish. In order to do this, there is a requirement for a map of the whole area of Shardlow to be produced with enough detail to allow ownership of land and all associated water instruments such as paddle returns and penstocks to be identified. It was RESOLVED the Clerk will produce a   |  |

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|                    |                            | series of maps in A4 for Cllr Lees, laminated and available to be written on in marker pen and Cllr Lees will take the lead on producing an inventory.   |  |
| <b>141/2023-24</b> | <b>Clerk Report</b>        | <p>Budget setting has been a priority this month and a draft budget and precept request have been circulated to all member Cllrs for ratification at the full meeting. There is little option but to increase the precept this year, to enable us to continue to meet core functions, however, this has been done with the cost-of-living crisis in mind and the proposed budget is robust and defensible and demonstrates that public funds are being reinvested into the community.</p> <p>The budget identifies some key areas from the Parish Plan which will be implemented over the next financial year, and we continue to seek additional funds to complete a much-needed refurbishment of the play area and noticeboards across the parish. To this end, we have applied for grant funding from EMA Community Forum and National Lottery via a third party who will apply and install on our behalf.</p> <p>Thank you to Cllr Perks for the laying of the wreath at the annual service of Remembrance at Shardlow St James on Remembrance Day.</p> <p>Plans are underway now for the dressing of the parish ahead of the festive season. New lights have been ordered for the tree which will be installed opposite the school and thanks must be offered to the school for their permission to access the outdoor power supply once again.</p> <p>Grant funding for a defibrillator in Great Wilne has been applied for and updates will be circulated as they are available.</p> <p>Allotment inspections have been completed and a letter issued to tenants of Long Row regarding parking and vehicle access to the allotments. The access track is becoming very rutted and is a health and safety concern for all, not least the resident who lives at the bottom of the track. This will now be monitored and if there is no significant improvement, steps will be taken to restrict access by way of a security gate.</p> <p>We do continue to meet core functions timely and we remain in a fairly healthy financial position.</p> |  |
| <b>142/2023-24</b> | <b>Chairman Report</b>     | <p>During November the Parish Council were proud to display poppies on lamp posts throughout the village. These have now been removed in advance of the imminent installation of Christmas decorations.</p> <p>On 12 November 2023 I attended the Remembrance Service at St James Church with Cllr Hawksworth, and it was my privilege to lay a commemorative wreath on behalf of the Parish Council. The service was well-attended with a congregation of over 30 people of all ages.</p> <p>The Christmas trees are due to be installed on 27 November 2023.</p>   |  |
| <b>143/2023-24</b> | <b>Lengthsman Reports</b>  | Both lengthsman continue to do a great job of keeping the parish clean and tidy. Some replacement equipment has been provided and this will be placed in the container on Wilne Lane.  |  |
| <b>144/2023-24</b> | <b>Health &amp; Safety</b> | Cllr Perks has checked all village defibrillators with no issues to report, this will be updated online to ensure our defibrillators remain registered and available for use.  |  |

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|             |   | Cllr Saccone has completed a play area inspection and supplied a report to the Clerk. Cllr Lees will lead on a project to remove the broken equipment from the play area. Any damage to equipment in the play area should be reported to the Clerk by emailing <a href="mailto:clerk@shardlowandgreatwilneparishcouncil.org.uk">clerk@shardlowandgreatwilneparishcouncil.org.uk</a> with a photograph if possible. Social media posts/tags are not monitored, and this is not an acceptable way of contacting the parish council.  |  |
| 145/2023-24 | Roadside Hedge/Footpath Maintenance       | No new reports to be made at this time.  |  |
| 146/2023-24 | Installation of Christmas Tree and Lights | There was a discussion, and it was RESOLVED the Christmas trees will be installed on Saturday 26 <sup>th</sup> November with lights being added on Sunday 27 <sup>th</sup> ahead of the lights switch-on event on Friday 1 <sup>st</sup> December. It was RESOLVED lights and reindeers will be installed at the three agreed locations.   |  |
| 147/2023-24 | Correspondence                            | Request from Weston PC to request SGWPC contact DCC to ask for 1% share of £165m budget for improvement to the cycle track from Cloud Trail to Shardlow – there was a discussion, and it was RESOLVED to email DCC as requested.   |  |
| 148/2023-24 | Noticeboard Replacement                   | There was a discussion, and it was RESOLVED to replace the noticeboards on Glenn Way and The Wharf with maintenance free noticeboards, consisting of a parish side which is locked and a glazed open side for public notices. It was RESOLVED to remove the noticeboard from the canal bridge (opposite New Inn) and a further discussion will be undertaken when the landscaping project is complete.<br>It was RESOLVED to leave the noticeboard on Cheal Close as is, this is protected from the weather by the location and remains in a good condition. It was RESOLVED to refurbish the noticeboard on Wilen lane at Great Wilne. This is a traditional wooden noticeboard and remains in a good condition, but would benefit from sanding, weather proofing and a new magnetic backboard.<br>It was RESOLVED to utilise the MCLS Grant Fund via DCCLr N Atkin for this purpose and include the Coronation emblem on the new noticeboards. |  |
| 149/2023-24 | Planning Applications                     | <b>New applications received at 22<sup>nd</sup> November 2023</b><br><b>DMPA/2023/1154</b> – erection of an agricultural building to accommodate livestock at Moor Farm, London Road, Shardlow – no comments.<br><b>DMPA/2023/1410</b> – change of use from Chapel (F1) to dwellinghouse (C3) at 43 The Wharf, Shardlow – no additional comments to be added from the previous submission.<br><b>Pending Applications at 22<sup>nd</sup> November 2023</b><br><b>DMPA/2023/1216</b> – Erection of a single storey extension and garden room at 1 Mill Green, The Wharf – there was a discussion and it was RESOLVED to support the resident with her objection to SDDC in terms of dimensions, drainage, footage, parking restrictions etc which all need to be included in the proposal. If this goes ahead there is a concern it will set a precedent. This is a Conservation area, and the proposals are not in keeping with the area, and    |  |

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|                    |  | <p>it is felt that the plans show an over-intensification of the site. It was RESOLVED to ask SDDC planning for a committee decision pending a site a visit to the location.</p> <p><b>DMPA/2023/0663</b> - The demolition of existing conservatory (inclusive of relevant demolition consent) and the erection of single storey rear extension, replacement windows and front door at 8 Millfield, Shardlow</p> <p><b>DMPA/2023/0466</b> - Change of front entrance access to incorporate disabled ramp access to the building for wheelchair/mobility scooter users, the erection of a dropped curb and replacement of front doors and windows at Shardlow Village Hall, The Wharf, Shardlow</p> <p><b>DMOT/2022/0765</b> – pruning of a Turkey oak tree covered by TPO251 at 12 Millfield, Shardlow</p> <p><b>DMPA/2019/1059</b> – Demolition of existing shed, renovation of existing vacant stores and construction of a new café and storage area at Holden House, 1-3 Canal Bank, Shardlow</p> <p><b>DMOT/2021/1791</b> – The felling of an Oak tree covered by SDDC TPO No 251 at 10 Millfield</p> <p><b>Approved Applications at 22<sup>nd</sup> November 2023</b></p> <p><b>DMPA/2023/1153</b> - Retention of maintenance shed and staff welfare building including overnight accommodation at 136 London Road, Shardlow</p> <p><b>DMPA/2023/0842</b> – Replacement windows at 39 The Wharf, Shardlow</p> <p><b>DMOT/2023/1273</b> - Works to and the felling of trees in a conservation area at 14 Millfield, Shardlow</p> <p><b>Withdrawn Applications at 22<sup>nd</sup> November 2023</b></p> <p><b>DMOT/2023/1607</b> - Canopy reduction of 1no. Pear Tree in a conservation area at 7 The Wharf, Shardlow</p> |  |
| <b>150/2023-24</b> | <b>Shardlow Village Hall</b>   | There was a brief update on village hall activities including the refurbishment program. The next fund raising event takes place on Sunday 26 <sup>th</sup> November with a craft fair from 10am followed by a promise auction from 3pm.  |  |
| <b>151/2023-24</b> | <b>Finance:</b><br><b>a) Invoices for payment</b><br><b>b) Income received</b> | <p>a) Finance schedule was circulated ahead of the meeting and all payments were agreed as listed.</p> <p>b) Income was noted as correct.</p>   |  |
| <b>152/2023-24</b> | <b>Shardlow Primary School Go Fund Me</b>                                      | There was a discussion regarding the clinical trial fund for a student at Shardlow primary school – the set target has now been exceeded. It was RESOLVED to speak to the Head Teacher at Shardlow Primary School to enquire if there is any additional support which could be provided by the Parish Council.  |  |
| <b>153/2023-24</b> | <b>Grant Funding Applications</b>  | <p>There were two grant funding applications received:</p> <ul style="list-style-type: none"> <li>Shardlow Village Hall Committee submitted a request for £500 for Christmas Lunch for the senior residents to provide an enhanced festive experience with entertainment – there was a discussion, and it was RESOLVED to pay in accordance with the grant funding policy. This will be added to the payment schedule and authorised.</li> </ul>  |  |

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|                    |  | <ul style="list-style-type: none"> <li>Shardlow Inland Port Steering Group submitted a request for £564 for additional signage to direct visitors to the Village Hall. There was a discussion, and it was RESOLVED to decline this application at this time. The application does not meet the criteria set by the policy. The total amount which can be requested is £500 without supplying evidence of matched funding. Member Cllrs felt there is no requirement for additional signage to the Village Hall, there is a finger post sign at the top of The Wharf and the Village Hall have just installed new signage to make the building more visible and in the absence of a supporting request from Shardlow Village Hall Committee, this request is not deemed applicable.</li> </ul> |  |
| <b>154/2023-24</b> | <b>Budget and Precept Ratification 2024/25</b> | The clerk circulated a budget proposal for 2024/25 ahead of the meeting. There was a discussion, and it was RESOLVED to accept the budget as presented with an agreed precept request of <b>£25000</b> .  |  |
| <b>155/2023-24</b> | <b>Items for Next Agenda</b>                   | Litter-pick 29 <sup>th</sup> December.<br>CRT barriers – chase up   |  |
| <b>156/2023-24</b> | <b>Date, Time Next Meeting</b>                 | The next ordinary parish council meeting will start at 7.30pm on Wednesday 20 <sup>th</sup> December 2023 at Shardlow Village Hall, The Wharf, Shardlow and will be notified by agenda.   |  |

The Chairman thanked everyone for attending and the meeting was closed at 9.10pm

Signed \_\_\_\_\_ Chairman / Vice Chairman

| <b>Summary &amp; Bank Reconciliation</b>             |                        |                                      |                   |
|--|------------------------|--------------------------------------|-------------------|
| <b>Unity Trust Bank Balance at 1st April 2023</b>    |                        |                                      | £22,800.84        |
| <b>Chqs issued but not presented as at 31/3/2023</b> |                        |                                      | £0.00             |
|  |                        | <b>Starting Balance 1 April 2023</b> | <b>£22,800.84</b> |
| <b>Receipts</b>                                      |                        |                                      |                   |
|  | Total Receipts to date | <b>£30,742.93</b>                    |                   |
| <b>Payments</b>                                      |                        |                                      |                   |
|  | Total Payments to date | £30,441.51                           |                   |
|  |                        | <b>£30,441.51</b>                    |                   |
| <b>BALANCE</b>                                       |                        |                                      | <b>£23,102.26</b> |
| <b>Date 19-Nov-23</b>                                |                        |                                      |                   |
| Balance as per bank statement from Unity Trust Bank  |                        |                                      | £28,131.12        |
| Payments issued but not presented at bank            |                        |                                      | £5,028.86         |
| Receipts not yet included in bank statement balance  |                        |                                      | £0.00             |
|  |                        |                                      | <b>£23,102.26</b> |
|  |                        |                                      | Difference:       |
|  |                        |                                      | <b>£0.00</b>      |

# Shardlow & Great Wilne Parish Council

## Finance Schedule - November 2023

### Payments

| Date       | Payee                | Details  | Net              | VAT            | Total            |                               |
|------------|----------------------|--|------------------|----------------|------------------|-------------------------------|
| 19/11/2023 | Fiona Keppel-Spoor   | Replacement wheelbarrow, brushes and loppers                           | £107.46          | £21.49         | £128.95          |                               |
| 29/10/2023 | Fiona Keppel-Spoor   | Purchase of tie wraps for poppy install                                | £41.85           | £0.00          | £41.85           |                               |
| 22/11/2023 | Royal British Legion | Annual wreath of remembrnace   | £100.00          | £0.00          | £100.00          |                               |
| 22/11/2023 | Fiona Keppel-Spoor   | Printer Ink Subscription   | £13.74           | £2.75          | £16.49           |                               |
| 22/11/2023 | Fiona Keppel-Spoor   | Use of home as office  | £47.00           | £0.00          | £47.00           |                               |
| 22/11/2023 | Bill Fereday         | Salary November 2023   | £291.76          | £0.00          | £291.76          |                               |
| 22/11/2023 | Pam Postans          | Salary November 2023   | £152.93          | £0.00          | £152.93          |                               |
| 22/11/2023 | Fiona Keppel-Spoor   | Salary November 2023   | £1,466.37        | £0.00          | £1,466.37        | Includes back pay to 01/04/23 |
| 22/11/2023 | HMRC Cumbernauld     | Tax/NI November 2023   | £672.44          | £0.00          | £672.44          |                               |
| 09/11/2023 | TH Heath Contracts   | Grass cutting to playing fields 2023 including play area and perimeter | £1,606.00        | £321.20        | £1,927.20        |                               |
| 16/11/2023 | Festive Lights Ltd   | Lights for Christmas Tree  | £153.22          | £30.65         | £183.87          |                               |
|            |                      | <b>Total</b>   | <b>£4,652.77</b> | <b>£376.09</b> | <b>£5,028.86</b> |                               |

Signed \_\_\_\_\_ Chairman/Vice Chairman

| Income     |        |                               |               | Balances         |                   |
|------------|--------|-------------------------------|---------------|------------------|-------------------|
| Date       | From   | Details                       | Amount        | Unity Trust Bank | 19-Nov-23         |
| 01/11/2023 | Taylor | Allotment Car Park - Long Row | £ 30.00       |                  |                   |
|            |        |                               |               |                  |                   |
|            |        | <b>Total</b>                  | <b>£30.00</b> | <b>Total</b>     | <b>£28,131.12</b> |
|            |        |                               |               |                  |                   |