

**Minutes of the Ordinary Meeting of Shardlow & Great Wilne Parish Council held on
Wednesday 24th July 2024, 7.30pm at Shardlow Village Hall**

PRESENT: Cllr A Perks (Chairman), Cllr P Lees, Cllr M Rodgers (left meeting at 8.30pm), Cllr N Hawksworth, Cllr R Saccone, DCllr D Corbin, DCllr N Atkin, F Keppel-Spoor - Clerk (Minutes) and there were two members of public present.

Reference	Agenda Item	
100/2024-25	Apologies for Absence	Cllr M Clifton, Cllr N Stenner, Cllr N Warren
101/2024-25	Declaration of Members Interest	No declarations recorded. Cllr Hawksworth updated she has stepped down as a Community School Governor to Shardlow & Great Wilne Primary School after 13 years of service.
102/2024-25	Variation of Order of Business	It was unanimously agreed to bring agenda item 12 to immediately after reports from outside bodies.
103/2024-25	Public Participation	A resident attended to enquire regarding the use of the Church Field in future years, free of charge, as has been the case since the inception of the Inland Port Festival. It was noted that this question cannot be answered at this current time and will be discussed at a future meeting with the Church Field Management Advisory Group once appointed.
104/2024-25	Reports from Outside Bodies including District & County Councillor Reports and Derbyshire Constabulary	<p>DCllr N Atkin – Ambaston Lane potholes have been temporarily repaired along the full length of the lane, however the question has been asked this week regarding a permanent resurfacing and an answer to this is anticipated imminently.</p> <p>Bus Shelters – new, existing and maintenance – response from Senior Transport Officer who details they are delivering their long-term transport plans which includes replacing old bus shelters with new. SDDC do not wish to add to their street furniture due to budget constraints; however, have agreed to replace old for new where required to reduce maintenance costs. Cllr Atkin will ask regarding Conservation Areas and bus shelters which were removed previously.</p> <p>Cllr Hawksworth reported again the absence of streetlights along London Road towards Derby following the RTA in April this year. Cllr Atkin agreed to follow this up as it has been reported on more than one occasion.</p> <p>DCllr P Watson – not present at the meeting.</p> <p>DCllr D Corbin – National Grid Upgrade – Consultation event at Weston Village Hall on 20th July – the preferred route is to the north of the swathe shown on the maps available. It is important to engage with the consultation and make comments as required. Individual comments are as valuable as authority comments. All information is available on the parish council website as follows: News Shardlow & Great Wilne Parish Council (shardlowandgreatwilneparishcouncil.org.uk) The current consultation ends on Tuesday 16th September 2024. On 29th August there is a briefing for SDDC elected members and after this, DCllr Corbin will ask for a briefing session to be held across the Aston Ward for parish councils to attend.</p> <p>Planning and Housing Team/Economic Development Team at SDDC have appointed a new director following assessment and interviews. S106 grant for Village Hall (circa 8k) has been granted. A further grant of circa £80k has also been approved, along with a further successful application for the improvement of doors and windows at the Village Hall.</p>

		<p>West End Drive parking continues to be investigated and further updates will be circulated as they are available.</p> <p>Severn Trent ward meeting took place earlier this month and assurances were given about reliability of Severn Trent assets and continued joint working with appropriate agencies to deal with flood alleviation matters.</p> <p>Cllr Lees enquired regarding progress with Lady in Grey – Cllr Corbin noted this remains with planning enforcement and continues to sit on their radar; however the building is privately owned, it is not within the jurisdiction of SDDC and as it has already been to court for enforcement proceedings, these will continue to be monitored by the planning enforcement team. It is unfortunate that the building may never return to a state of beauty, however the onus is on the current owner to ensure the site is safe, which will continue to be monitored.</p> <p>Derbyshire Police – The Clerk shared a report to show all of the latest statistics (May 2024) from Derbyshire Police and the link where these statistics can be viewed is as follows: Melbourne Police.uk (www.police.uk)</p>
105/2024-25	Minutes	The minutes of the meeting held on Wednesday 26 th June 2024, having previously been circulated to all member Cllrs were agreed to be an accurate representation of the meeting and duly signed by the Chairman.
106/2024-25	Councillor Reports	No Councillor reports submitted for circulation.
107/2024-25	Clerk Report	<p>It has been an exceptionally busy month with lots of projects progressing. First and foremost, thanks are extended to the Village Hall committee for their efforts with Music on The Green, which proved to be a very popular and successful night, despite the inclement weather later into the evening. We have received the payment from UK Debt Management for the purchase of Church Field and this matter now sits with our solicitors, where we are hopeful of a swift conclusion to enable us to take control of the land. We have received some lovely feedback from various members of the community regarding the climbing wall at the play area and we continue to identify grant funding opportunities to allow for further refurbishment. It is anticipated the council will recess during August 2024 and the Parish Council office will be closed from Thursday 25th July 2024 re-opening on Monday 12th August and again closed from Friday 30th August 2024, reopening on Monday 9th September. During this time, any urgent matters should be addressed to the Chairman, Cllr Adrian perks via email at: adrian.perks@shardlownadgreatwilneparishcouncil.org.uk</p>
108/2024-25	Chairman Report	<p>I am pleased to confirm the purchase of the Church Field is progressing at pace, to acquire and safeguard this asset for the village. Feedback from many residents remains very positive.</p> <p>I would like to commend the Village Hall Management Committee for a very successful event, 'Music on the Green', held last Saturday. I understand this was one of the most profitable evenings they have arranged and will hopefully support the committee in progressing some of the improvements they are committed to.</p> <p>The two Wharf landscaping schemes continue. Thanks to Cllr Phil Lees and Mark Eames in particular for their efforts and generous offer of time and labour.</p> <p>A reminder of the Summer Play Scheme to be held on the field over three sessions on 1st, 5th and 15th August 2024. Also the 55th Annual Autumn Show taking place on Sunday 1 September 2024 with exhibits from 9.30 a.m. and the show open to</p>

		the public from 2.00 p.m. The following weekend is the Shardlow Inland Port festival on the 7th and 8th September 2024 from 10.00 am - 4:15 pm.
109/2024-25	Lengthsman Reports	Both Lengthsmen continue to do a great job of keeping the village neat and tidy and free of litter.
110/2024-25	Shardlow Village Hall	Shardlow Village Hall Committee continue to progress the building work and further updates will be circulated as they are available.
111/2024-25	Purchase of Church Field – Management Advisory Group	<p>This matter progresses and we have appointed solicitors to complete the purchase – which we hope will be timely and a smooth transaction.</p> <p>Following the last meeting, the Clerk informed she has researched sub-committees and joint committees, and the following is noted: “Committees and joint committees may be appointed, and they may appoint sub-committees. The local council or councils concerned settle the area, if <u>restricted</u>, within which the <u>committee</u> is to operate and the number of its members. All the members of a finance committee <u>must be members of the appointing</u> local council or councils. In other committees with executive functions non-members may be <u>appointed but save in four cases</u> the non-members have no vote. These four are the management of land, <u>harbour functions</u> if the <u>council</u> is a harbour authority, tourism functions and the management of a festival. Advisory committees need have no council members at all. A committeeman who is a member of an appointing authority ceases to be a <u>committeeman if they retire from</u> the local council, unless already re-elected. The disqualifications for membership of a local council committee are the same as for those of the local council.” Management of the land known as Church Field will be the <u>core function of this group</u> and the advice is now to form an Advisory Group which will hold a regular agenda item each month and will be for the purpose of making recommendations to full council to allow resolutions and expenditure.</p> <p>There was a discussion, and it was <u>RESOLVED</u> the Clerk will write to all village groups (Cllr Perks will circulate a list) and ask for a nominated representative to sit on the Management Advisory Group for the field to ensure there is transparent discussion across all <u>areas</u>. It is noted that <u>non-elected</u> members of this advisory group will be non-voting members as detailed above; however, it was discussed the importance of all village groups being represented equally and allowed to voice their preferences.</p> <p>It was further <u>RESOLVED</u> Cllr Perks will draft some terms of reference for the Church Field Management Advisory Group to be ratified at the next meeting in September.</p>
112/2024-25	Health & Safety	<p>The defibrillators at the Village Hall and The Malt have been checked and reported to the Clerk for update on The Circuit/Webnos platforms to ensure they remain in use with EMAS. The defibrillator at Florentine Coffee Shop remains out of service pending replacement.</p> <p>Cllr Saccone has checked the play area with no further issues to report.</p>

113/2024-25	Defibrillator Installation – Great Wilne	Cllr Warren updated that the new defibrillator unit in Great Wilne is now installed and ready to be registered. The Clerk will progress this and ensure regular checks are completed. Cllr Hawksworth updated the donation from Shardlow Parochial Charities for the defibrillator will be sent to the Parish Council very soon.
114/2024-25	Roadside, Hedge & Footpath Maintenance	All outstanding matters have been reported to Derbyshire County Council for action. SDDC grass cutting is poor, and the verges do not look well-maintained. This has been reported to the manager at SDDC. There is a large pothole on Wilne Lane which will be reported by Cllr Rodgers to the DCC portal.
115/2024-25	Correspondence	No correspondence for discussion or decision not otherwise covered by the agenda.
116/2024-25	Allotments	All allotments are well-cultivated. There is a half plot available for a new tenant on Wilne Lane and it was RESOLVED to advertise this via the website and social media. Post Meeting note: an email received from a tenant (25/07/2024) indicates there are some allotment plots which are not being cultivated as they should be. Further information has been requested and the Clerk will now carry out an additional allotment inspection, whereby enforcement notices will be issued to tenants as required. A further update will be made at the meeting in September.
117/2024-25	The Wharf Landscaping	The scheme canal side continues, and thanks are extended to Cllr Lees for continuing to lead on this project. The scheme related to the village hall entrance will commence imminently with a view to completion early in the autumn. It was RESOLVED to ask our village Lengthsman for suitable suggestions for planting the prepared area and the Clerk will progress this.
118/2024-25	Christmas Display 2024	Deferred to September meeting.
119/2024-25	Planning Applications & Decisions	New Applications at 17th July 2024 DMPA/2024/0433 - The erection of a detached two storey self-build dwelling at land adjacent to 35 The Wharf – all building materials to be kept within the curtilage of the boundary during the build process. Pending Applications at 17th July 2024 DMPA/2019/1059 – 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 Approved Applications at 17th July 2024 DMPA/2024/0640 - Application (part retrospective) for replacement windows, rendering, replacement roof to outbuilding and kitchen, reconstruction of rear bay window, updates to existing CCTV system, electric vehicle charging point and 2 air source heat pumps and the replacement of rotten timbers to existing mooring point (related to DMPA/2024/0669) at 48 The Wharf, Shardlow DMPA/2024/0693 – Listed building consent for internal refurbishment works and general works to upgrade heating system at 48 The Wharf, Shardlow DMPA/2024/0669 - Listed building consent (related to DMPA/2024/0640) for replacement windows, rendering, replacement roof to outbuilding and kitchen, reconstruction of rear bay window, updates to existing CCTV system, electric vehicle charging

		<p>point and 2 air source heat pumps and the replacement of rotten timbers to existing mooring point at 48 The Wharf</p> <p>DMPA/2024/0718 - The replacement of all front windows and front door at 51 Wilne Lane, Shardlow</p> <p>DMPA/2024/0629 - Reinstate collapsed retaining wall at Holden House, 1-3 Canal Bank, Shardlow</p> <p>DMPA/2024/0649 - Listed Building Consent for the reinstatement of a collapsed retaining wall at Holden House, 1- 3 Canal Bank, Shardlow</p> <p>DMOT/2024/0454 - Approval of details reserved by condition 3 (noise) relating to planning permission DMPA/2023/0911 (The installation of an air source heat pump) at 5 Wakelyn Close</p> <p>DMPN/2023/1125 – certificate of lawfulness application for proposed interior and exterior structural repairs at 7 The Wharf, Shardlow</p>
120/2024-25	<p>Finance:</p> <p>a) Invoices due</p> <p>b) Income received</p> <p>c) Budget V Actual Report</p>	<p>The clerk circulated a finance schedule and bank reconciliation ahead of the meeting. All income was noted as correct, and all payments were approved.</p> <p>The Clerk also presented a Budget V Actual report to cover the first quarter of this financial year which was accepted as presented and will be appended to the minutes.</p>
121/2024-25	Items for next Agenda	<p>Church Field Management Advisory Group – Terms of Reference</p> <p>Church Field Management Advisory Group – Participation</p>
122/2024-25	Date & Time of next meeting	The next meeting of Shardlow and Great Wilne Parish Council will take place on Wednesday 25 th September 2024 at 7.30pm at Shardlow Village Hall

The Chairman thanked everyone for attending and the meeting was closed at 8.43pm

Signed _____ Chairman / Vice Chairman

Budget V Actual Report July 2024 – 1st Quarter 2024/25

Receipts budget v actual 2024-25		
Row Labels	Sum of Budget	Sum of Amount
Bank Interest	£0.00	
Council Tax	£1,399.00	£1,399.00
Donations	£100.00	
Minor Maintenance	£300.00	
Precept	£25,000.00	£25,000.00
Recharges	£500.00	
Section 136	£6,625.85	£6,625.85
VAT Refund	£3,000.00	£6,345.13
Allotments2	£1,500.00	£1,395.00
External Grant Funding	£3,000.00	£6,650.00
Church Field Loan	£120,000.00	£119,958.00
Grand Total	£ 161,424.85	£ 167,372.98

We are exactly where we anticipated with income for this year with the approved loan having been paid in to the account pending the completion of the purchase of Church Field. We have exceeded the budget line with VAT refund and there is an outstanding amount so far of £2126 for this financial year which will be claimed in March/April next year.

Payments budget V Actual 2024-25			
Row Labels	Payments Budget (Including VAT)	Net Amount to date	Payments to date (Including VAT)
Administration			
Auditing of Accounts	£500.00		
Election	£1,000.00		
Insurance	£600.00	£492.37	£492.37
Office	£1,200.00	£1,024.22	£1,191.46
Room Hire	£300.00		
Training	£500.00		
Subscriptions/Membership/Council Advice	£800.00	£18.00	£18.00
General Administration	£500.00		
Website Maintenance	£1,000.00		
Payroll	£250.00	£132.00	£132.00
IT Maintenance	£300.00		
Church Field Loan	£6,000.00		
Administration Total	£12,950.00	£1,666.59	£1,833.83

All as expected and budgeted for.

Employment			
Clerk	£12,500.00	£4,120.50	£4,120.50
Length-man	£5,000.00	£1,572.68	£1,572.68
Pension (clerk)	£500.00		
Tax	£4,000.00	£1,443.40	£1,443.40
Mileage	£200.00		
Employment Total	£22,200.00	£7,136.58	£7,136.58

All as expected and will remain within the budget lines.

Grass Cutting			
Grass Cutting	£4,000.00		
Grounds Maintenance	£4,000.00	£855.51	£1,024.01
Grass Cutting Total	£8,000.00	£855.51	£1,024.01

All as expected.

Projects			
Parish Plan	£5,000.00		
The Wharf Landscaping	£3,000.00	£35.98	£35.98
Church Field	£120,000.00	£150.00	£150.00
Projects Total	£128,000.00	£185.98	£185.98

All as expected.

Village Amenity			
Annual Parish Meeting	£450.00	£80.65	£80.65
Floral Display	£1,500.00	£1,113.70	£1,336.44
Length-man Provisions	£300.00	£84.47	£84.47
Minor Maintenance	£1,500.00		
Allotments	£1,000.00	£38.00	£38.00
S137	£500.00	£95.00	£95.00
Dog Bins	£1,200.00	£1,189.04	£1,426.85
Refuse Sacks	£200.00		
Defibrillator Maintenance	£300.00		
Seasonal Provision	£500.00		
Village Amenity Total	£7,450.00	£2,600.86	£3,061.41

All as expected and likely to come in under budget at year end.

Village Group Support			
Poppy Appeal	£500.00		
Community Grants	£2,000.00	£500.00	£500.00
Youth Provision	£1,200.00	£6,650.00	£7,980.00
Village Group Support Total	£3,700.00	£7,150.00	£8,480.00

Youth provision is over budget already however this is offset by the external grant funding received for the provision of the climbing wall.

Grand Total	£182,300.00	£19,915.84	£22,042.13
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We are in a healthy financial position, and we are on target, as expected to complete on a number of projects currently underway.