

Shirland and Higham Parish Council
Minutes of the Parish Council
held in Higham Farm Hotel, Monday 16th March 2018, 19:00 hrs.

Councillors Present: Mr P Allsop, Mr B Barnes (Chair) Mr Davis, Ms S Smith, Mrs H Liggett, Mr A Lomax, Mr D Williamson, Miss L Williams.

In Attendance: Sally Plummer (Clerk & RFO), Tom Tait (Assistant Clerk), District Cllr C Cupit and 7 members of the public.

1/03/18 To consider for approval the minutes of the Parish Council Meeting held on Monday 16th February 2018: Cllr Davis approved, Cllr D Williamson seconded that the minutes be approved.

2/03/18 To consider accepting apologies for absence: Apologies received from Cllr Skinner, Cllr Lewis

3/03/18 To Record Declarations of Interest: None:

4/03/18 To receive and approve requests for dispensations from members on matters they have a Disclosable Pecuniary Interest: None

5/03/18 To determine if any item on the agenda should be taken with the public excluded: None requested

6/03/18 Public Participation (A period of not more than 15 minutes is allocated for members of the public and councillors to comment on any matter relating to the Parish):

A member of the public raised concerns about potholes in Wesley Road, Stonebroom. A member of Shirland Village Hall Management Committee complained that the lamp post lights at the village hall, Shirland were not staying on long enough. The Clerk agreed to look into this matter. There is to be a 'Street Meet' with the local Safer Neighbourhood Team on 9th April in Shirland Village Hall.

7/03/18 Appointment of a New Parish Clerk and Responsible Financial Officer

The Clerk informed the meeting that Helen Dowson has been successful at interview. The Council RESOLVED to appoint Helen to commence the role in April 2018. The Chairman thanked both Clerks for their contribution to the Council during their term of office especially Tom who was an all-round great guy!

8/3/18 Appointment of Internal Auditor

It was agreed to re-appoint the incumbent Auditor for the forth coming year.

9/03/18 S106 Application: 18/00053/OL

Council agreed to request £30,000 from the developers to contribute to the costs of projects within the Parish. Proposed by Cllr Barnes Seconded by Cllr Davis, unanimous decision in favour.

10/03/18 Venue for Future Meetings

It was noted that The Manager of Higham Farm Hotel is continuing to offer the venue free of charge to the Parish Council and it was agreed that meetings will continue to held there for the next three consecutive months following which a decision on future venues will be taken.

11/03/18 Adoption of Rules & Regulations 2018

Cllr Williamson proposed and Cllr Davis seconded that the following policies be adopted:-

- Standing Orders
 - Financial Regulations
 - Risk Assessments
 - Asset Register
- (all March 2018)

12/03/18 Shirland Village Hall, Lease Update

- Lease Update:** Cllr Williamson presented a brief synopsis of the slow progress to date citing problems in receiving timely responses from the Village Hall Management Committee as an issue.
- Capital Investment:** Quotes have been received to replace the old windows and a timetable of installing the new windows will be formulated with the Village Hall Management Committee at a future date.
- Legal Matters relating to the Lease:** Cllr Williamson further elucidated on the Legal position currently and informed the meeting that due to both Clerks leaving before a new lease can be agreed, it was felt an opportunity should be provided for all Parish Councillors to meet with the Solicitor to fully inform them on the legal position going forward. The Assistant Clerk is arranging the meeting.

13/03/18 Continuing Items

a) “A Nations Tribute” 11 November 2018.

A site for the beacon has been identified and a response from the Diocese is expected soon.

b) Allotments

Cllr Lomax is arranging a meeting with the Allotment holders.

c) Cemetery

The Assistant Clerk provided statistics on the number of burials for the year which at the time of reporting was twenty two. He recommended that the Parish Council, when opening the extension should consider reducing the term of exclusive right of burial from 75 years to 50 years which would bring Shirland and Higham Parish Council terms in line with the District Council's terms.

14/03/18 Report from County Councillor

In a written report Cllr Lewis reported that Stretta Lane flooding has been rectified. The pelican crossing at Shirland Church is to be upgraded to a Puffin crossing.

15/03/18 Report from District Councillors - Cllr Cupit gave an update on the District Plan progress. Cllr Barnes reported that grit bins have been installed at the end of Stretta Lane and parking remains a problem in this area. A dog fouling bin is to be installed at the top of Pit Lane.

16/03/18 Report from Councillors on Outside Bodies

Cllr Allsop reported that the outdoor music festival he was supporting in Stonebroom has been postponed due to the promoter being unable to support the event at this time.

Council was disappointed in the consultation process over the naming of the housing development at Town End and the Clerk will write to the Developer with the Council's objections to the proposed name.

17/03/18 DALC Circulars:

03/2018 Circular distributed electronically to Councillors.

18/03/18 Planning:

Application Number:	18/00144/FLH
Proposal:	Application to create new access and driveway
Address:	134 Main Road Shirland DE55 6BA

No objection

19/03/18 Cllr Smith to report on independent inspection of Accounts

Cllr Smith reported that she had carried out a review of the accounts for a selected period and found all to be in good order, with control measures in place.

20/03/18 .To receive Finance Report, Bank Statements and bills for payment

The bank statements and reconciliation were presented for signature.
The following payments were authorised.

Payee	Goods	Amount £
Walls Coals	Skip	135.00*
NEDDC	Pump – February 2018	56.80
DALC	Subscription	754.19
British Gas (Direct Debit)	Electricity supply	264.42
BT (Direct Debit)	¼ line rental	45.34
Public Works Loan Board	Repayment	3881.03
Barry Barnes	Replacement Keys for Padlock	9.00
Brook-Taylor's Solicitor	Professional Fees	1215.60
Mark Rowarth	Filling of Grit Bins	300.00
Pugh Lewis	Drainage at Shirland Play Area	1895.00
Sally Plummer	Telephone/Broadband	24.00
Tom Tait	Office Line rental & Broadband	47.50
Salaries	4 employees & HMRC	1802.76

*Denotes items presented at previous meeting for late approval.