

# Shirley Parish Council

Minutes of Meeting held In the Community Space of St Michael's Church, Shirley

on 11 December 2017 at 7.30pm

## **Present**

Councillors: A Baker (Chair) I Crabtree (Vice Chair), A Taylor, S Walker

Acting Clerk: H Tyler

Parishioners: 1

17/61 **Apologies for absence** County Cllr S Bull

## 17/62 **Public Participation**

A Parishioner observed that the meeting agenda had not been posted on the Parish notice board. The clerk apologised and said he had been unable to open the doors as they were frozen so had placed the notice on the Church notice board.

17/63 **Declaration of Member's Interests** None

## 17/64 **Approval of Minutes**

A proposal to approve the minutes of the last meeting was made by S. Walker, seconded by I.Crabtree and carried unanimously.

## 17/65 **Matters arising**

Covered by items in the agenda.

## 17/66 **Acting Clerk's report**

1. A possible replacement clerk, Julie Sadler, had indicated she was interested in the job. The chair and the acting clerk were arranging to meet her to discuss the terms. She is already clerk to 3 parishes but does not hold the full clerk's qualifications. The meeting was set for 10 am on Monday 18 December.
2. Grit Bins. The new bin purchased by the chair had been installed at the junction of the A52 and Hall Lane. The bin donated by Eleanor Tyler had been installed at the junction of Back and Mill Lanes.
3. The necessary paperwork had been completed and submitted to the County Council to allow the donation of £200, made by Cllr Bull, to proceed. On receipt of the money the clerk will proceed with the purchase of the bench to be placed by the car park.

## 17/67 **Acting RFO's report**

1. The clerk distributed the Balance sheet of the General and Burial A/Cs as at 11 December. He also produced a sheet showing the anticipated balance at the end of the FY. The credit balance results mainly from monies for Clerk's wages and expenses, included in the precepts of 2016 and 2017, not being required. This may be utilised for the new clerk over the coming months.
2. The clerk suggested that in view of the work being carried out by Derby College trainees on the Burial ground walls the costs to the PC would be hugely reduced. He

recommended that the amount under 'Burial Ground Maintenance' be reduced and amounts allocated to Defibrillator and Election Expenses be increased.

A proposal was made by I.Crabtree to increase Defibrillator by £95 to bring it to the target amount and to increase Election Expenses by £240 so that it will reach its target by 2019 in time for the next election. This was seconded by A.Taylor and carried unanimously.

The purchase of the bench was discussed and it was agreed that although our parishioners might not benefit from it as much as visitors our parishioners often benefitted from the benches provided by Pcs in other villages. The bench was to be positioned on the verge to the left of the steps. The bench would be secured using an anchor kit.

It was noted that the remains of a metal post was protruding from the surface of the car park which is a potential hazard. I Crabtree agreed to attempt to remove it. It was suggested that the Defibrillator donation box on the bar in the Saracen's Head be checked to see how much had been collected. The clerk to action this.

#### 17/68 **Approval of payments**

Payments from the precept

1. £1000 rent for Community Space Jul/Sept
2. £1000 ditto Oct/Dec
3. £957 JRW Richardson for mowing

Payments from A.Heath donation

4. £80.39 for a Grit Bin ( reimburse A.Baker )
5. £261 to PCC for 50% costs of laptop repair. (The clerk said that he hoped to reclaim VAT of £43.50)

A.Taylor proposed the payments be approved. This was seconded by S.Walker and unanimously carried.

#### 17/69 **Set the precept for 2018**

The clerk circulated a sheet showing the precepts for the FYs 2016 and 2107 and the proposed precept for the coming year. After a discussion on whether we should include the amount for The Information Commissioner it was decided to leave it in and request our new clerk to advise on whether or not we hold sufficient information to warrant registration with the Commission.

A proposal was made by S.Walker that the precept for 2018 be set at £4236, this was seconded by A.Baker and approved unanimously.

#### 17/70 **Health & Safety Inspection**

It was agreed that S.Walker and H.Tyler would carry out the inspection, which was to include a headstone inspection.

#### 17/71 **Burial Ground**

a. **Wall Repair** A.Baker noted that the work was progressing well. The team would be returning to complete the work in the spring. The College had originally agreed to be reimbursed for the cost of materials but had requested this be changed to a donation of £80 so that they could purchase equipment for their pupils. A.Baker agreed he would speak

to Judith Priestley, who had kindly volunteered to pay for the necessary materials, to see whether she would be willing to cover this amount.

The supervisor had suggested the free standing wall (dividing the original and new burial grounds) was in poor condition and might require pulling down and rebuilding) It was suggested that this wall served no purpose. A.Taylor will talk to the Vicar to clarify ownership of the wall and whether it might be feasible to do away completely with it and use some of the waste materials in the repair of the rest of the wall.

**b. Maintenance Contract** The clerk said that the PC must issue a contract to the maintenance contractor in order for the insurance to cover the PC for Public Liability and the contractor for Employers Liability.

I.Crabtree will arrange a written quote from Mr Richardson and a Risk Assessment (which must include a Warning sign to be displayed when he is working)

The clerk will get 2 further quotes and provide a contract.

#### **17/72 Disbursement of A. Heath Donation.**

To date payments from this fund come to £361 leaving a balance of £1658. There will be a very small debit after the purchase of the Car Park bench.

It was agreed the meeting should consider ideas sent in by the parishioners at the same time as Community Funding in para 17/73 below is discussed.

#### **17/73 Community Funding**

The following ideas had been submitted by the public for consideration:-

- Bus Shelter to be provided at the junction of Hall Lane and the A52. Open ended urban shelters of glass were not considered suitable.. A more robust shelter in brick would require less maintenance than a wooden one but would be costly. The PC would also be required to maintain the shelter. Further investigation to be made.
- Car Parks on the A52 at the junctions with Hall and Derby Lanes. The Derby Lane end is not within our parish. The Hall Lane end is a possibility but the land does not belong to the parish. Highways, County and District Councils would have to be involved. Further investigation to be made.
- Provision of more dog pooh bins. Numbers and locations to be decided.
- Removal of 2 telephone poles in the middle of the village (conservation area) and telephone lines put under ground. To be further investigated.
- Verge clearance. This is the responsibility of either County or District Council depending on whether it is considered on or off the highway. It was agreed we would not be involved.
- Road Traffic Calming signs. It was felt there are already too many signs and that little or no notice is taken of such signs.
- Digital Speed Advisory signs. Shirley has no speed limit. Vehicles are permitted to go at 60mph. It was not considered.

**17/74 Pot Holes update** - Little can be done whilst the weather is cold.

**17/75 Date of next meeting** will be Monday 12 March 2018

There being no further business the meeting closed at 9.0pm.