

Shirley Parish Council

Minutes of the Parish Council Meeting held on Monday 12 March 2018 at the Community Space St Michael's Church Shirley

Present: Cllr A Baker (Chair)
Cllr I Crabtree
Cllr A Taylor
Cllr H Tyler
Cllr S Walker

Cllr S Bull (Derbyshire County Council)

Locum Clerk: A Higton

Parishioners: 4

Minute		Action
18/01	Apologies for absence As all Councillors were present no apologies were given. Cllr Bull indicated he had an appointment which meant he would be unable to stay to the end of the meeting. It was RESOLVED to bring item 18/14 to the top of the agenda.	
18/02	Public Participation The Chair opened the meeting by reading the legal notice relating to the CCTV cameras within the Church premises, including community space, which had been installed for safeguarding purposes. A Parishioner wished to thank the Parish Council for the additional grit and grit bins which had proved useful during the recent inclement weather. They also informed the meeting they had been informed that the grit bin on Mill Lane was empty. Councillors indicated that they had checked and refilled all bins over the last week. A Parishioner wished to thank the farmers who had snow ploughed Meadowside Close	
18/03	Declaration of Members' Interests Declaration of interest forms was circulated. No declaration was given.	
18/04	Approval of minutes of 11 December 2017 and Matters Arising The minutes of the previous meeting held on 11 December 2017 were approved by the Parish Council and signed as a true record by the Chair.	

	<p><u>Matters Arising</u></p> <p>17/71 Councillors agreed to issue the Parish maintenance contract to Mr Richardson. Cllr Baker agreed to provide a laminated sign with a suitable form of words to cover Employer Liabilities legislation. It was RESOLVED that Cllr Crabtree act as liaison between Mr Richardson and the Parish Council.</p> <p>17/70 Discussion took place on risk assessment. The Clerk indicated she had not tabled this as a separate agenda item due to difficulties involving the ICT back up system which is being held by the webmaster. The Parish do not have access to the same in the event of the webmaster being unable to continue in post. Mr W Leeney indicated from the floor that he would be willing to take over the website in the event of the incapacity of the current webmaster.</p> <p>It was RESOLVED that Cllr Tyler would speak to the webmaster to progress the matter. Once this matter had been resolved the outcome would be added to the risk assessment which would be presented to the Council for ratification.</p>	<p>Cllr Baker</p> <p>Cllr Crabtree</p> <p>Cllr Tyler</p>
<p>18/05</p>	<p>Review of Councillor Responsibilities</p> <p>See 18/11</p>	
<p>18/06</p>	<p>Report of Locum Clerk/RFO</p> <p>Councillors and members of the public asked if the Clerk would contact Derbyshire County Council to see if extra gritting would be available for the village. The Clerk agreed to to progress this.</p> <p>The annual renewal of the Parish Council's membership of Derbyshire Association of Local Councils was discussed and it was RESOLVED to re-join at standard level membership. Proposed Cllr Taylor seconded Cllr Walker.</p> <p>The Clerk advised that all outstanding cheques from the parish account had been presented and the balance remains as per the accounts which were circulated.</p> <p>Following discussion, it was RESOLVED to authorise payment of the clerk's salary at the next meeting of the Parish Council.</p> <p>It was also RESOLVED to pay the sum of £250 as training expenses to the Clerk.</p>	<p>CLERK</p>

18/07	<p>Parish Clerk/RFO</p> <p>The closing date for applications for the post of Clerk/RFO has now passed. Councillors are to progress the matter.</p>	
18/08	<p>Authorise Payments</p> <p>The payments below were authorised by the Council.</p> <p>DALC Membership 2018-19 £99.47 W Ellis – Website hosting 1 November 2017 to 31 October 2018 £300</p> <p>It was confirmed that the previous clerk had not received any remuneration for his services at his own request.</p>	
18/09	<p>Burial ground including clarification of ownership of walls</p> <p>Works will be undertaken by students at Derby College to complete the wall around the new burial ground area after Easter. Judith Priestley has donated £60 to the Parish towards the cost of materials. It was RESOLVED to forward the sum of £80 to pay for tools to Derby College in appreciation of the work done within the village.</p> <p>The lower dividing wall is in a poor state and could pose a trip hazard. Cllr Tyler agreed to speak with the Vicar and report back to the next Parish Council meeting.</p> <p>The ownership of the wall had still not been determined The Clerk agreed to obtain information from HMLR on any registered land in the area.</p>	<p>Cllr Taylor</p> <p>Clerk</p>
18/10	<p>Defibrillator</p> <p>This had been formally handed over to the Parish Council by the Shirley Sports and Social Association to manage. Cllr Tyler agreed to contact John Minton so see if he would be willing to act as liaison over the same.</p>	<p>Cllr Tyler</p>
18/11	<p>General Data Protection Regulations</p> <p>Following advice from DALC it was agreed that the RFO/Clerk would not hold the post of data controller. Cllr Walker agreed to lead on this matter and report back to the next meeting of the Parish Council.</p>	<p>Cllr Walker</p>
18/12	<p>Pot Holes</p> <p>Due to issues on Mill Lane Cllr Baker and a DDDC engineer had undertaken a site visit. It was noted that the highway would require clearing back to the its former edge as there was a considerable level of encroachment. DDDC had indicated that</p>	

	<p>this work will take place after April as a new contractor will then be in post.</p> <p>Some of the drains have now been cleared within the Parish but as there are 60 drains it was noted that this would be an ongoing activity.</p> <p>A member of the public indicated that there is a level of surface water accumulating on Derby Lane and the drainage will require cutting.</p>	
18/13	<p>Planning</p> <p>No applications have been received since the last meeting of the Parish Council</p> <p>Cllr Tyler noted that the Community Infrastructure Levy for the Parish is £120 m2.</p>	
18/14	<p>Presentation of Cheque by Cllr Steve Bull</p> <p>Cllr Bull presented a cheque for £200 to the Parish from the Local Community Leadership Budget. It was noted that this would be used to purchase a seat to be sited adjacent to the church yard.</p>	
18/15	<p>Date of Next Meeting</p> <p>21 May 2018 AGM following by ordinary meeting at 1900 hrs</p>	