



Minutes of the meeting of Elvaston Parish Council held on Monday 14th March 2022, 7.30pm, Elvaston Village Hall, Elvaston

PRESENT: Cllr G Dodson, Cllr M Brown, Cllr T Mansfield, Cllr B Slater, Cllr P Bickerton Clerk, F Keppel-Spoor (Minutes), Faye Simnett (Lengthsman), DCllr P Watson, DCllr N Atkin and three members of public

Reference	Agenda Item		Action
285/2021-22	Apologies for Absence	Cllr S Spenser, Cllr S Thompson, Cllr S Leuenberger, DCllr D Corbin	
286/2021-22	Declaration of Interest	No declarations to record	
287/2021-22	Variation of Order of Business	No variations to record	
288/2021-22	Appointment Of Vice Chairman	It was RESOLVED to appoint Cllr T Mansfield as Vice Chairman for the remainder of the term of until May 2022. Proposed by Cllr Leuenberger, prior to the meeting; and seconded by Cllr Dodson.	
289/2021-22	Public Participation	No public participation to record	
290/2021-22	Reports from outside bodies	<p>DCllr N Atkin - Derbyshire County Council</p> <p>DCC Report Update week commencing Monday 14th March 2022</p> <p>MCLS Grants</p> <p>A reminder to apply for the MCLS funding towards projects in your Parish and the Queens Jubilee celebrations. It does come in two parts a total of £572 and from 1st April a further £250 which is ringfenced for the jubilee celebrations only. Once decided I will send out the applications forms.</p> <p>Elvaston Castle</p> <p>Most of you by now would have received a published copy of the DCC magazine “Derbyshire Now” magazine. The story contents found on page 12 in the righthand column found under “proposals at a glance” state that the planning application has been submitted. To put it correctly it has been submitted to both planning authorities for “validation” to ensure everything is present and at this stage, due to the size of the application I do not have a definitive date when it will be available to the public.</p> <p>Holiday Leave</p> <p>I will be on holiday leave from Wednesday 13th April until Sunday 24th April in Spain. I will pick up the emails on my return.</p>	



		<p>Police & Crime Commissioner and DCC Joint Collaboration re speed activated devices – will be added to the agenda in April 2022</p> <p>DCllr D Corbin – gave apologies prior to the meeting.</p> <p>DCllr P Watson – a lack of provision for schools and GP surgeries were mentioned at the last meeting – everyone should be aware of the SDDC Local Plan from 2011-2028, which explains how Derbyshire and South Derbyshire will look by 2028, including additional provision. SDDC have already considered that additional schools are required and SDDC forecast on the housing developments are on target to meet the number required of 12500 additional houses. Health Service/Clinical Care Services are not responding to what was forecast and this is disappointing as two other state-owned authorities are not reacting to the plan; and we should continue to make the necessary complaints and requests for additional services.</p> <p>B5010 Boulton Moor Triangle works and removal of Oak trees – SDDC report has been seen today running to excess of 80 pages on SDDC tree policy. Cllr Dodson asked if the trees are to be removed along the B5010, and if so why, when we have all worked so hard to achieve some biodiversity. DCllr Watson will feed back following his next meeting on Thursday. Cllr Brown also enquired regarding the trees and asked if the report dictates what will happen with trees, and if so, why is the trees officer allowing healthy trees to be felled?</p> <p>There have been concerns regarding past performance of SDDC planning department which continues to be under-resourced. This is not unique to SDDC, it is a countrywide problem. The majority of posts have now been filled, but there will be an interim period whilst training is undertaken.</p> <p>Boulton Moor Housing Liaison Group – meeting convened on 23rd February 2022. Persimmon Homes representatives were present at this meeting and it was generally a positive meeting. The concerns were taken on board by Persimmon and though the answers to questions are not always readily available, the representative did make an undertaking to feedback on all concerns raised.</p> <p>Derbyshire Constabulary – the Clerk circulated a crime report prior to the meeting with statistics from December 2021 and January 2022. In December 2021 there were 23 crimes reported in total for the parish with 7 crimes reported across Elvaston, Thulston and Ambaston and 16 reports recorded in Boulton Moor. In January 2022 there were 13 crimes reported across the parish with 3 crimes reported across Elvaston, Thulston and Ambaston and 10 crimes reported in Boulton Moor. Residents are urged to report all incidents of crime via 101 or the online form and further information regarding the statistics can be found using the interactive crime map at: https://www.police.uk/your-area/derbyshire-constabulary/melbourne/?tab=CrimeMap</p>	
291/2021-22	Councillor Reports	Cllr Brown gave a brief update on allotments and the Clerk advised the next allotment invoices will be sent out to tenants at the end of this month.	



		Cllr Dodson has witnessed two near misses on the junction of Grove Close/Ball Lane entering Thulston. It was RESOLVED Cllr Brown will speak to the landowner to ascertain the boundary of the land in relation to the leylandii trees as some remedial action is required to improve the visibility splay.	
292/2021-22	Minutes of meeting from 14th February 2022	The minutes of the previous meetings held on Monday 14 th February 2022 were recorded as an accurate representation of the meeting having previously been circulated to all member Councillors by the Clerk. The minutes were signed as a true and accurate representation of the meeting by Cllr Leuenberger. Proposed by Cllr Brown, Seconded by Cllr Dodson.	
293/2021-22	Chairman's Report	Cllr Leuenberger sent her apologies prior to the meeting.	
294/2021-22	Clerk's Report	A really busy month as we approach financial year end, making sure the accounts are up to date, balanced and reconciled. You will see from the reports supplied with the meeting pack that we have budgeted well and are ending the year on a secure financial footing, which is in large down to the finance committee completing robust budget setting and monitoring throughout the year. I have attended the Boulton Moor Housing Liaison Group and followed up on the actions required and I have continued to support ECAG with more research-based requirements, in the absence of a planning application from either SDDC or DCC. Many reports have been made to planning enforcement related to current works at Buttercup Leys, Boulton Moor and the B5010 Boulton Moor Triangle works. Mud on the road has been a significant problem with the inclement weather and I am pleased to say planning enforcement have been amenable to insisting on additional measures to ensure the roads are up to standard. A personnel committee meeting was held at the beginning of the month to perform an interim review for all members of staff and there will be recommendations from the personnel committee to approve at the full council meeting. Platinum Jubilee plans are now in full swing with the assistance of many local community groups. Thanks must be passed on to members of the rural areas of the parish who responded to a call to action and donated many hundreds of items for the Ukrainian Aid appeal from the Clerk – all of these items were delivered to the Ukraine Centre in Weston on Trent over the weekend of 5/6 th March and all items were loaded and started their journey to the Polish borders during last week. The kindness and generosity of the parish was overwhelming, not just in the donation of items, but also in the donation of time, for which many residents spent a large portion of the weekend sorting and packing donations at the Ukraine Centre. This is set to continue for the foreseeable future as further lorries leave the site headed for the borders where the refugees have fled. Parish Plan survey results are now complete and are currently being proof-read by the Clerk and Chairman in preparation for a presentation at the Annual Parish Meeting. The Parish Council continues to meet all core functions continue and we should look forward to a successful year ahead.	



295/2021-22	Lengthsman Report	<p>During the last month we have experienced flooding within the parish sadly resulting in four properties having flood water entering their homes, Ambaston was cut off briefly and Borrowash Road was impassable for several days and it was noted the road wasn't swept on reopening. Cadent continue to work through the village, and suggestions of road sweeping here have also been noted, I will liaise with the Clerk about those issues. Spring is definitely in the air, bulbs that were planted by myself and Cllr Brown are coming up and the gate planters that are set and maintained by a resident of the parish are looking lovely. Littering is continual and I am busy in all areas of the parish, regular reports for fly tipping are being sent in and the team at SDDC are responding in a timely manner. In the Boulton Moor area I have noticed a lot of tree and garden waste being dumped on the verges and I have yet to see the dog waste bin in the cut through on Sevenlands Drive to be emptied. In the rural ward it was mentioned to me about the amount of loose tree guards and I have been removing them where I can. Suggestions have been made to form a small working group to tackle certain areas and I shall also liaise with the Clerk on this.</p>	
296/2021-22	Platinum Jubilee Celebration	<p>The Clerk attended a meeting on 7th March 2022 via Zoom with representatives from Elvaston Communities Group and Elvaston Parish Council. It was agreed that a simple event is the best way forward and we are now intending to hold a family event at the cricket pavilion on Sunday 5th June as follows: Continuing with the planned celebration on Sunday 5th June, and utilising the facilities available at the Cricket Club, we would like to consider a family event potentially consisting of the following:</p> <p>12 noon til 4pm, consisting of an Old English Cricket game, watched by families who bring their own picnics, with the club house open for drinks etc, and an option for the club to run their usual BBQ.</p> <p>We have an ice-cream van still wishing to attend and propose to decorate the pavilion with bunting, supply some union jack flags etc and then consider the addition of some old school family games including races, such as mums' race, dad's race, three-legged race etc and possibly an inter-ward tug of war which could feature teams from each part of the parish in an "it's a knockout" style competition. We could also consider a face-painter for the children and some music through a PA system for an ambient atmosphere.</p> <p>This would be an inclusive event for all parts of the parish, would utilise the facilities currently available and ensure the Cricket Club are still able to do as they had planned to do at the fete with the bar and BBQ.</p> <p>We know we may be at the mercy of the good old British weather, but we do have a number of gazebos and covers which would provide some shelter in the event of inclement weather.</p> <p>We did discuss that other parts of the parish may wish to host their own jubilee street parties over the extended bank holiday weekend and we would encourage these to be arranged with neighbours, to take place on either the Friday or Saturday of the weekend.</p>	



		The Sunday event itself would be fairly simple to organise, it would also mean that volunteers setting up etc would be able to have a chance to enjoy the event. Essentially, we need help to organise a cricket match (if this is an option), get some posters designed and displayed, buy some additional bunting and a PA system, organise a program of races/competitions and encourage people to attend either with a picnic or to buy from the BBQ.	
297/2021-22	ECCP Planning Application	Nothing further to update at this time – the planning application has been submitted but is currently at the validation stage before being added to the planning portal. Due to the size of the application, validation could take some time and a date of it being made available to the public has not been given.	
298/2021-22	Boulton Moor/Buttercup Leys Housing Liaison Group	The Boulton Moor Housing Liaison Group met on 23 rd February 2022 via Zoom. The Clerk circulated the draft minutes from this meeting to member Cllrs prior to the meeting. Various issues and concerns were raised with Persimmon Homes representatives including the removal of hedgerow last year and the significant amount of mud on the road currently on the B5010. Jason Mann of Persimmon Homes has made an undertaking to respond directly to these issues and concerns and a further meeting, including a site meeting, is planned for May 2022.	
299/2021-22	Upper and Lower Village Green	Thanks were given to all who have taken part in clearing some areas of the lower green so far – this rubbish has been collected in one area and will be placed into a skip when all boundaries have been cleared. Thanks were also given to Cllr Brown and the lengthsman for the planting of daffodils which are now appearing – though it is disappointing that many of these have been trampled already. The Clerk advised she is expecting delivery of saplings around 17 th March 2022 for planting on the village greens. Cllr Slater raised some concerns regarding the planting of trees and the types of trees available – sycamores on Oak Road which were sanctioned by the previous PC (40 years previously) are causing issues, with the roots of the trees having already caused significant damage to drainage at two properties. Caution needs to be exercised in the planting of the trees, and the question was raised over whether residents will be consulted prior to planting.	
300/2021-22	ECAG Task & Finish Group	To date we have received £4333.35 via the Crowdfunder platform which will be used for legal representation when we lodge an objection to the expected planning application. The next meeting of ECAG will be held on Monday 21 st March 2022 and all members will be updated on all outstanding items at this time.	
301/2021-22	Climate Change Policy	It was RESOLVED to defer this item to April 2022 in the absence of the Chairman who is leading on the Climate Change Policy.	
302/2021-22	Parish Plan	We have now received the draft report from RMS Sports Consultants and will look forward to receiving a presentation of the plan in April 2022 at the Annual Parish Meeting.	
303/2021-22	Annual Parish Meeting	It was RESOLVED to serve light refreshments following this meeting – the Clerk will arrange this and ensure the invites are sent to all communities groups in the next few days. The meeting will be advertised via website, social media and a poster will be added to the notice board to encourage public attendance.	



304/2021-22	Quarry/Gravel Liaison	It was RESOLVED to defer this item to April 2022 pending receipt of further information.	
305/2021-22	Correspondence	The correspondence schedule was circulated prior to the meeting with one item requiring decision. It was RESOLVED to install a book share point on the village green – the Clerk will progress this with Cllrs and give an update at the next meeting.	
306/2021-22	Personnel Committee	<p>The personnel committee met at the beginning of the month to complete an informal appraisal for Fiona Keppel-Spoor and Faye Simnett and to address an additional lengthsman hours requirement. Fiona has completed four units out of the required six for her CILCA qualification with ongoing submission and expects to complete and be qualified by the last quarter of the calendar year. If the required percentage of councillors are elected in May 2023 then the parish council will be eligible to apply for the General Power of Competency. Fiona confirmed that all points raised in the Internal Audit Review have been addressed and the personnel committee thanked her for her ongoing hard work and support. It was also noted that rapport with council members and even the more difficult parishioners is very good with a successful networking structure in place. The personnel committee offered its ongoing sympathy and support to Fiona regarding personal issues, and ensured that Fiona was aware of the compassionate leave available if required. It was also agreed that following Faye Simnett’s appointment as a parish clerk for another local parish, she would be able to act as locum clerk for Fiona Stanbrook and would receive the relevant remuneration for those hours. Faye Simnett agreed that she would be very happy to assist Fiona where necessary and to attend meetings for minuting purposes if Fiona was unable to be present. The personnel committee confirmed that Faye was still happy with her ongoing working practices but that she was becoming aware that the allocated hours of 20 per week were not sufficient for the ever-growing number of residences in the urban side of the parish. With her current responsibilities Faye is not able to take on any more work for the parish council but advised that another ten hours per week would be required to keep pace with the increase in litter. It was agreed that neither side of the parish should receive more attention than the other with an equal revised commitment of 15 hours for urban and rural. A recommendation to appoint an additional part-time lengthsman will be made to the full council. As part of Faye’s diverse responsibilities it was also suggested that she is included in Flood Liaison Meeting minutes distribution, attends Boulton Moor Housing Group Liaison Meetings and becomes part of any future working party/subgroup for gravel extraction and planned expansion of the Tarmac works. In conclusion, both Fiona Keppel-Spoor and Faye Simnett, as employees of Elvaston Parish Council, confirmed that they did not have any outstanding issues of concern for the personnel committee to address.</p>	
307/2021-22	Additional Lengthsman for Boulton Moor	It was RESOLVED unanimously to accept the recommendation from the Personnel Committee and appoint a part-time lengthsman for 10 hours per week to work predominantly in the urban area of the parish. The Clerk will	



		complete an advertisement with job description and person specification which will be circulated within the parish on noticeboards, website and social media. It is anticipated that an immediate start could be available for the correct candidate and full training will be provided by the current lengthsmen supported by the clerk.	
308/2021-22	Parking in Thulston	There is nothing further to update on this matter pending the submission of a planning application for ECCP. It was RESOLVED to revisit this agenda item in July 2022.	
309/2021-22	Planning Applications & Decisions	<p>New applications at 7th March 2022 DMPA/2022/0183 – part conversion of a garage at 17 Sandal Close, Boulton Moor</p> <p>Pending applications at 7th March 2022 DMPA/2022/0084 – Addition of dormer window above garage and minor internal alterations at 34b Main Street, Ambaston DMPA/2021/1687 - Outline application for A District Centre at Boulton Moor DMPA/2021/1395 – erection of extensions and additional hardstanding at 5 Hanslynn, Thulston DMPA/2021/1307 – Change of use from dwelling house to mixed dwelling house and provision of care for a maximum of 9 children at 1 Windmill Close, Boulton Moor</p> <p>Approved applications at 7th March 2022 DMPA/2021/1716 – Erection of extensions and alterations to garage roof at Woodside, Borrowash Road, Elvaston DMOT/2021/1026 – Improvements and increase to volume of drainage at Thulston Fields Farm, Snelsmoor Lane DMPA/2021/1525 – installation of an air source heat pump at 4 Main Street, Ambaston</p>	
310/2021-22	Finance	The payments and receipts as shown in the finance schedule were deemed correct and approved for payment. The payments will be entered and authorised on Unity Trust by Cllr Leuenberger. The finance schedule was signed by Cllr Leuenberger. The Clerk also supplied an up to date Budget V Actual statement and report for this meeting as we approach financial year end.	
311/2021-22	Date, time of the next meeting:	The next ordinary meeting will be on Monday 11th April 2022 at 7.30pm at Elvaston Village Hall. The Annual Parish Meeting will be held on Monday 4th April 2022 at 7.30pm at Elvaston Village Hall.	

The Chairman thanked everyone for attending and the meeting was closed at 8.15pm

Signed _____ Chairman / Vice Chairman



Finance Schedule for Elvaston Parish Council Meeting 14th March 2022

Schedule A - Expenditure for Approval

Date	Payee	Details	Cheque No	Net	VAT	Total	Notes
17/02/2022	Waterplus	Water supply to allotments		£38.69	£0.00	£38.69	paid By DD
28/02/2022	NEST	Faye Simnett Pension		£62.13	£0.00	£62.13	paid By DD
15/03/2022	Fiona Keppel-Spoor	Use of home as office		£37.80	£0.00	£37.80	
15/03/2022	Faye Simnett	Salary March 2022		£841.11	£0.00	£841.11	
15/03/2022	Fiona Keppel-Spoor	Salary March 2022		£799.72	£0.00	£799.72	
15/03/2022	HMRC Cumbernauld	Tax/NI March 2022		£308.65	£0.00	£308.65	
11/03/2022	SDDC	Waste Disposal 2021/22		£918.32	£183.66	£1,101.98	
			Totals	£3,006.42	£183.66	£3,190.08	

Schedule B - Income since last meeting

Date	From	Details	Amount
28/02/2022	Crowdfunder	ECAG Donations	£ 58.03
07/03/2022	Crowdfunder	ECAG Donations	£ 28.65
08/03/2022	Crowdfunder	ECAG Donations	£ 19.18
		Total	£ 105.86
Total income since last meeting			£105.86
Less payments not yet presented at the bank			£3,089.26

Checked by: _____
Second Signature: _____
Ensure invoices are signed

