

Draycott Parish Council

The Parish Rooms
Elvaston Street
Draycott
Derby DE72 3PY

9 April 2024

To the Chairman and Members of Draycott and Church Wilne Parish Council

Dear Councillor

You are summoned to a meeting of Draycott Parish Council to be held on Tuesday 16th April 2024 at 6.30pm, in The Parish Rooms, Elvaston Street, Draycott

Yours sincerely

Sheena Butcher

Clerk to the Council

Public Speaking – a period of not more than 15 minutes will be made available for members of the public to comment on any matter to the Council prior to the start of the meeting

AGENDA

Part 1 – Non-Confidential Information

1. Apologies for absence
2. Variation of the order of business
3. Disclosable Pecuniary Interests / Declaration of Interest - To enable Members to declare the existence and nature of any Interests in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the meeting may be declared at the time
4. Dispensations - To report on and consider any requests for dispensation in accordance with s31 of the Localism Act 2011
5. Minutes - to approve the Minutes of the meeting on 12 March 2024
6. To receive reports from
 - i) County Council
 - ii) Borough Council
 - iii) Parish Council – where councillors have attended meetings on behalf of the Council
 - iv) Police
7. Update on the progress from the minutes – the clerk / chairman to update on the progress of any outstanding items that do not require any further decisions
8. Chairman's report
9. Clerk's report
10. Anti Social Behaviour in the Parish – to review any reports and determine any actions
11. To note any delegated actions taken by the clerk since the last meeting (prior consultation with the councillors took place)
 - i) A grant request from Church Wilne Rotary Club was refused due to financial constraints and previous grants / support given to the children of the Parish
 - ii) Based on the tree condition survey, all moderate and slight works were quoted. The contract for the works were awarded to Canopy Trees
 - iii) Environment Agency Monitoring of St Chads water was approved
 - iv) EBC Brass Band Concert 2024 – we declined to take part due to the costs quoted for this event
12. To note any delegated planning decisions taken by the clerk since the last meeting
 - i) ERE/0124/0036 – 28 Derby Road, loft conversion with dormer windows – No objections
 - ii) ERE/0124/0044 – land rear of 91 Derby Road – reserved matters – No objections
 - iii) ERE/224/0037 – 123 Derby Road – variation of condition following granting planning permission – No Objections
 - iv) ERE0324/0005 – 17 Victoria Ave – Single Storey rear / side extension – No objections
 - v) ERE/0324/0032 – 20 Cleveland Ave – replacement detached garage – No objections
 - vi) ERE/1123/0014 – Cedars Farm, 81 Market St – revised scheme

13. To consider any planning applications requiring a decision by the full council
14. To note any planning decisions taken by Erewash Borough Council since the last meeting
 - i) ERE/1123/0053 – 33 Tudor Court, replace glass conservatory with a warm roof – APPROVED
 - ii) ERE/1123/0037 – The Rowan, Woodlands Park, Hopwell Road – Single Storey rear extn and single storey front porch extn – APPROVED
 - iii) ERE/1123/0031 – 123 Derby Road - Erect single storey side extensions, two storey front extension and first floor rear extension, form balcony to rear elevation and flat roofed canopy to front entrance, apply new render finish to some external walls and other associated external works – APPROVED
 - iv) ERE/0923/0001 – Ferrestone House – application approved that there is no prior approval required for demolition – APPROVED
 - v) ERE/0124/0036 – 28 Derby Road, loft conversion with dormer windows – APPROVED
 - vi)
15. To review and determine any actions required on Parish Council owned areas including grant funding where appropriate:
 - i) Cemetery
 - ii) Leisure Green
 - iii) Draycott Playing Fields, Football Pavilion and Millennium Green Area
 - i. To review and approve the actions from the ROSPA Report
 - ii. To determine actions for the boundary fences
 - iii. Raised beds – to approve the transfer of £7000 to Draycott Millennium Green Trust towards the costs of refurbishing the raised beds to be held in the PSDF account until monies are required to be paid
 - iv. To discuss the input of the residents about DMGT land and the PC funds
 - iv) Parish Rooms
 - v) St Chads LNR -
 - i. to note the installation of two new memorial benches
 - vi) to note that Cllr Steve Flint attended the St Chads Fishing Club AGM and to review and determine any actions arising from the meeting
 - vii) Scout Hall lease – the current lease ends in February 2025, review of the existing lease and propose any changes to the heads of terms and to determine to appoint a solicitor to do this
16. Grant Requests
 - i) To RESOLVE a decision for any community grant requests received
17. Speed Indicator Device project
 - i) To note that the 3rd SID (Solar) was installed on Derby Road in January 2024, the mobile SID (battery powered) was installed at Hopewell Road in February 2024. To review the data captured to date by the SID's
18. Draycott Public Toilets – to note any updates on the lease and the handover
19. Annual meeting of the Parish on 17th May at St Marys Church Hall – to determine any actions
20. Community Speedwatch – to determine any actions to re-start community speedwatch
21. Quiet Lane status for Wilne Road – updates on DCC's policy and studies on Quiet Lanes and determine any actions for the Council
22. Biodiversity / Environmental planning policy – to plan the enhancement of this policy
23. To approve the Fire Risk Assessment for the Football Pavilion and note that Cllr Steve Wakefield has provided training to the two football clubs on this matter. Cllr Wakefield will present the Parish Rooms Fire Risk Assessment and Evacuation Plan to the Councillors
24. Youth Engagement – to discuss the findings from consultations and resolve any actions to be taken
25. Finance
 - I. To note Accounts for payment and receipts since the last meeting – to APPROVE the payments and receipts schedule
 - II. Financial Statement and Bank Reconciliation – to RESOLVE to note both statements as correct
 - III. To note that the quarterly bank reconciliation (to year end) took place on 2 April 2024
 - IV. To note the internal audit report for 2023-2024 undertaken by Sue Stack (East Midlands Audit Services)

- V. To determine who will conduct the internal audit in April 2025
 - VI. To approve the End of Year Accounts Report for 2023 -2024
 - VII. To review and approve the External Audit Annual Governance Statement 2023/24
 - VIII. To review and approve the External Audit Annual Financial Statement 2023/2024
 - IX. To approve the dates for the period for the exercise of public rights (Monday 3 June – Friday 12 July 2024)
 - X. To approve the update to the 2023-2024 budget to reflect the start of the financial years bank balance and works carried forward to 2023-24
 - XI. To review and note the report by the clerk 'Annual assessment of Financial Risks and Internal Audit Procedures'
26. To note that as of 1 April the clerks terms and conditions of employment have been altered and is now contracted to work 1040 hours per year (approx. 20 hrs per week) in a mixture of office and home based working
27. Items for the next meeting
28. Date and time of the next meeting