# OCKBROOK & BORROWASH PARISH COUNCIL

The Parish Hall, Church Street, Ockbrook, Derby DE72 3SL

Tel: 01332 664100/ 07860 702904 Email: [clerk@ockbrookandborrowashparishcouncil.gov.uk](mailto:clerk@ockbrookandborrowashparishcouncil.gov.uk)

# April 2024 PARISH COUNCIL MEETING.

25th March 2024

To the Chair and Councillors of Ockbrook and Borrowash Parish Council,

You are summoned to attend the ordinary meeting of Ockbrook and Borrowash Parish Council on Wednesday 3rd April 2024 at 19:00, to be held at the Ashbrook Centre, Borrowash.

This is the signature of Sarah Kitchener, the Clerk and RFO 


Sarah Kitchener

Clerk and RFO

Ockbrook and Borrowash Parish Council

# Agenda.

## Public Speaking.

A period of 30 minutes will be made available at the beginning of the meeting to hear comments from:

* Public.
* Derbyshire County Council submitted Report.
* Erewash Borough Council submitted Report.
* Derbyshire Constabulary – see appendix 1.
* Ashbrook Youth Group.
* Rachel Scott – Erewash Borough Council walking week representative.

## To Receive Apologies for Absence.

## Declaration of Members Interests.

To enable members to declare the existence and nature of any personal or disclosable pecuniary interests they have in agenda items, in accordance with the Parish Councils Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

## Dispensations.

To consider any dispensation requests received.

## Variation of Order of Business.

## To Approve the Minutes of the Ordinary Parish Council Meeting, Held on the 6th March 2024.

## Items to be Taken in Private Session.

## Report of the Parish Clerk /RFO.

## Report of the Chair.

## Finance, HR, Contractors and General Purposes.

* Note the minutes from the committee meeting held on the 20th March 2024.
* Accept Accounts for Payment - See appendix 2.
* Accept the bank statement reconciliations – see appendix 3.
  + HSBC account, February 2024.
  + Unity Trust account, February and March 2024.
* Agree to the donation request from Ockbrook in Bloom – see email.
* Consider employing a new litter picker for the Parish.

## Recreation

* Due to Health and Safety considerations, accept the quote from Fox of £360.00 + VAT to fill in the voids underneath the exercise equipment on Deans Drive, spread soil over the matting and seed all areas.

## Cemeteries.

* As it is our responsibility to maintain the cemeteries, accept the quote from Fox to level off grave areas that are more than one year old, fill in any voids, topsoil and reseed around the headstones at Balmoral Road Cemetery:

Day rate £500.00 +VAT

Topsoil £60.00 + VAT per tonne

Seed £90.00 + VAT per 20kg bag.

## Halls.

* Accept the quote to plant and install the 5 hanging baskets at the parish hall, of £34.78 per basket which includes a 15% discount.

## Allotment.

* Note the minutes from the committee meeting held on the 20th March 2024.
* Accept the committee recommendation of accepting quote three, part 1 option 2 and part 2 for the gate replacement on Elm Street with the understanding that this will be covered by a grant – see appendix 4.

## Planning and Environment.

* Note the minutes from the committee meeting held on the 20th March 2024
* Consider a residents request to remove the beech tree within the Queens Green Canopy area on Deans drive, due to it having an adverse effect on solar panels that they are considering having installed on their roof.

## Correspondence Received.

Letters of correspondence – see appendix 5.

## Date and Time of Next Meeting.

1st May 2024 immediately after the Annual Parish Council Meeting in the Parish Hall, Ockbrook.

## Exclusion of Press and Public

### **Appendix 1 -** Derbyshire Constabulary Statistics

|  |  |  |
| --- | --- | --- |
| Crime reported | December 2023 | January 2024 |
| Violence and sexual offences | 7 | 9 |
| Criminal damage and arson | 4 | 2 |
| Other theft | 2 | - |
| Other crime | 6 | - |
| Anti-social behaviour | - | 3 |
| Public order | - | 2 |

### **Appendix 2–** April 2024 payment list – to follow.

### **Appendix 3 –** Bank Reconciliation

**February 2024 Bank Reconciliation - HSBC Account**

|  |  |  |  |
| --- | --- | --- | --- |
| **Bank Balance** | - | - | - |
| Bank s/m bal as at 01/04/22 | - | 14,874.50 | - |
| + total cash book receipts | - | 80,000.00 | - |
| - total Cashbook payments | - | 70,080.00 | - |
| **Cashbook Closing Balance** | - | **24,794.50** | - |
| - | - | - | - |
| **Bank Balance at 04/03/24** | - | **24,786.50** | - |
| - outstanding payments | - | 0.00 | - |
| + outstanding receipts | - | 0.00 | - |
| **Net Balance** | - | **24,786.50** | - |
| - | - | - | - |
| **-** | - | **-** | **Difference: 0.00** |

**February 2024 Bank Reconciliation - Unity Trust Account**

|  |  |  |  |
| --- | --- | --- | --- |
| **Bank Balance** | - | - | - |
| Bank s/m bal as at 01/04/23 | - | 20,760.24 | - |
| Less items related to 22/23 | - | 11,114.11 | - |
| - | - | 9,646.13 | - |
| + total cash book receipts | - | 261,403.89 | - |
| - total Cashbook payments | - | 232,282.25 | - |
| **Cashbook Closing Balance** | - | **38,767.77** | - |
| - | - | - | - |
| **Bank Balance at 01/03/24** | - | **51,618.99** | - |
| - outstanding payments | - | 13,187.72 | - |
| + outstanding receipts | - | 37.50 | - |
| **Net Balance** | - | **38,468.77** | - |
| - | - | - | - |
| **Balance per Cashbook** | - | **38,767.77** | **Difference: -299.00** |
| **Notes:** | **-** | **Difference** | **-** |
| **Payment taken in error by EBC as had paid by the credit card at their request, refund being organised** | **-** | **299.00** | **Difference: 0.00** |
| - | - | - | - |
| Charity Accounts included in bank total: | - | - | - |
| William James | 2,131.09 | - | - |
| B/W Burial Ground | 48.61 | - | - |

**March 2024 Bank Reconciliation - Unity Trust Account**

|  |  |  |  |
| --- | --- | --- | --- |
| **Bank Balance** | - | - | - |
| Bank s/m bal as at 01/04/23 | - | 20,760.24 | - |
| Less items related to 22/23 | - | 11,114.11 | - |
| - | - | 9,646.13 | - |
| + total cash book receipts | - | 262,016.29 | - |
| - total Cashbook payments | - | 232,761.87 | - |
| **Cashbook Closing Balance** | - | **38,900.55** | - |
| - | - | - | - |
| **Bank Balance at 04/03/24** | - | **51,565.74** | - |
| - outstanding payments | - | 13,614.09 | - |
| + outstanding receipts | - | 649.90 | - |
| **Net Balance** | - | **38,610.55** | - |
| - | - | - | - |
| **Balance per Cashbook** | - | **38,900.55** | **Difference: -299.00** |
| **Notes** | **-** | **Difference** | **-** |
| **Payment taken in error by EBC as had paid by the credit card at their request, refund being organised** | **-** | **299.0** | **Difference: 0.00** |
| - | - | - | - |
| Charity Accounts included in bank total: | - | - | - |
| William James | 2,131.09 | - | - |
| B/W Burial Ground | 48.61 | - | - |

### **Appendix 4** – Elm Street Allotment Gate Quotes.

**Quote 1.**

As promised, please find below the quotation for the replacement of two gate posts, reinstallation and re-alignment of existing gate to the Elm Street allotments.

The quotation includes the following works;

* Removal of existing fence posts and concrete.
* Supply and installation of two new fence posts and concrete.
* Re-installation and re-alignment of existing gate.
* Disposal of old posts and concrete from site.

The quotation for the above works is **£640.00**, which is to be paid upon completion of the works.

As materials are constantly changing the quotation is valid for 30 days from the date above. Please do not hesitate to contact us should you have any.

**Quote 2.**

Please find enclosed your estimate for works to your property on Elm Street in Borrowash.

* Take out the 2 Rotten / loose timber gate posts.
* Install 2 steel box section posts.
* Fix treated timber to the steel posts.
* Rehang the gates on the new posts.
* Install a new gate latch.
* Site to be left clean and tidy.
* Total for materials and labour **£1380.**

**Quote 3**

Quote as requested, part 1.

* Option one - Gate posts replacement. To replace broken wooden gate post at the entrance of the allotments at Ladysmith Road with the same wooden posts and concreate into the ground, and refit old gate. Labour and materials **£650.00.**
* Option two - To replace the above broken wooden gate posts with two 100mm x100mm steel Galv posts sunk in the ground and concreate, then refit gates. Labour and materials **£850.00**.

Part 2.

To supply and install gate.

To fabricate new 1.800 m steel gate one leaf constructed from 50mmx50mm box section drawing will be supplied to confirm. This includes fitting. Labour and materials **£1,890.00 plus vat**

### **Appendix 5 –** Correspondence Received Up To 22/03/24.

Emails/letters received from members of public:

* FOI request for the recording of the February meeting – recording forwarded. (1)
* Copied into an email between a resident and Councillor A Dunn regarding the Wilmot Arms site – Councillor A Dunn responded. (2)
* Request to be added to the flood text alerts – They have been added. (3)
* Request for an update on decisions made regarding their letter sent to the Chair about social media posts – responded this hasn’t been discussed and if they have any concerns about Councillors to contact the Monitoring Officer at Erewash Borough Council. (4)
* Copied into emails between a resident and Councillor R Locke regarding making a case for no new houses to be built in Ockbrook as this will exacerbate the risk of houses getting flooded. (5)
* Request for help regarding a back garden being flooded from the fields behind their houses – contacted Derbyshire County Council on their behalf, who are now dealing with this. (6)
* Request for information on whether Borrowash House still exists - responded that it does. (7)
* Request for the bus stop at Barons Way to have a shelter installed – Contacted Derbyshire County Council, they would go 50/50 on installing a new shelter with the Parish Council, they estimate this would cost the Parish Council £6,000, plus cleaning and any future maintenance costs. Updated the resident stating this would need to be considered within our budget for 2025/26. (8)
* Copied into emails between a resident and Vectare bus service. (9)
* Request for information on who supplied the climbing wall and inflatables - details forwarded. (10)
* Thank you received regarding hosting an enjoyable and positive Annual Parish meeting- sent to Councillors. (11)
* Copied into Emails between a resident and Erewash Borough Council regarding their land. (12)
* Request for a tree in the Queens Green Canopy to be felled – is an agenda item in April’s meeting. (13)
* Complaint regarding fires being lit on Elm Street allotments - forwarded to Councillor S Cresswell. (14)
* Request for a tree to be cut back in Shacklecross allotments – Councillor S Creswell to meet the resident and have a look at the tree. (15)
* Hall hiring enquiries and updates. (16)
* Allotment enquiries and updates. (17)
* Interment, updates, information, concerns and EROB transfer enquiries. (18)

Other emails received:

* Hydro-Logic Services added resident to the text alerts. (19)
* Vectare Limited – punctuality and reliability bus reports. (20)
* Church Wilne – update to the request for dairy free easter eggs, they have 3 to 4 for each run. (21)
* Greetings from the new PCSO – invited her to attend one of our Parish Council meetings. (22)
* Police and Crime briefing. (23)

Emails received from EBC:

* Planning applications/amendments/appeal decisions:
  + ERE/0224/0050 Bartlewood Lodge, Dale Road, Ockbrook – Installation of replacement signs to include 1x totem sign, 1x double sided post mounted directional sign, 2x sign written roundels, 1x set of sign written house names and 1x lantern. (23)
  + ERE/0224/0038 41 Station Road, Borrowash – demolition of existing detached garage and shed. Erection of single-story wrap around extension to the rear and side. Erection of front porch. Addition of cladding to front elevation and other associated external works. (24)
* Changes to trade waste payments – no action required. (25)
* Confirmation that there is no information on any drainage work done by Erewash Borough Council on the Parish Councils part of Deans Drive playground. (26)
* Request for evidence of the 2nd payment being taken by EBC for our trade waste fee– redacted statement forwarded. (27)
* Request for a fallen tree to be removed – looks like it’s from Erewash land, awaiting a response. (28)
* Request to join the next Parish Council meeting to introduce Erewash walking week – will be joining April’s meeting and talking within the public section. (29)
* Information that the flower basket sponsorship scheme has been withdrawn. (30)
* Ordinary meeting, extraordinary meeting, forum and planning meeting agenda/minutes. (31)

Emails received from DCC:

* Proposed road closure for Princess Drive – added to Facebook. (32)
* Bus service improvement plan – added to website and Facebook. (33)
* Reminder of the Parish and Town Council Liaison forum on the 16th. April – forwarded to Councillors. (34)
* Information on bus shelter costs. (35)
* Community news x 2 – on website and Facebook. (36)

DALC updates and March newsletter – Forwarded to Cllrs (37)

Numerous emails received from NALC - forwarded to Cllrs. (38)

SLCC updates and news bulletins. (39)

ICO updates. (40)

Rural action newsletters. (41)

Mentell Matters Newsletter. (42)

Magazines:

* Local Councils Update. (43)
* Clerks and Councils direct. (44)
* The Clerk. (45)
* The ICCO Journal. (46)