



Killamarsh Parish Council

Killamarsh Parish Office
Stanley Street
Killamarsh, S21 1EL

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Website: www.killamarsh-pc.gov.uk

To: All Members of Killamarsh Parish Council

You are Hereby Summoned to attend a meeting of the Parish Council to be held on MONDAY 27th November 2023 at 7:00 PM KILLAMARSH COMMUNITY HUB.

Yours sincerely

Mrs Gail Blank
Clerk & Responsible Finance Officer to the Parish Council

AGENDA

1 Chair's Announcements

- To receive the Chairman's opening announcements.

2 Apologies for Absence

- To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

3 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

4 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

5 Reports from County and District Councillors & Invited Guests

- To receive reports from County Councillors, District Councillors and any invited guests.

6 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

7 Minutes from the previous meeting

a. To approve the draft minutes of the Full Council meeting held on 23rd October 2023. (attached).
b. To receive an update on any ongoing issues not covered as an agenda item.

8 Events & Communications Committee

- a. To receive and note the minutes of the Events & Communications Committee meeting held on the 1st November 2023.
- b. To note the change of till supplier for the Parish Suite following due diligence checks.

9 Finance Committee

- a. To receive and note the minutes of the Finance Committee meeting held on the 6th November 2023.
- b. To receive the recommendation from the Finance Committee to approve the 2024/25 budget.
- c. To receive the recommendation from the Finance Committee to approve the 2024/25 level of precept to be requested from NEDCC.

10 Environment & Climate Change Committee

- a. To receive and note the minutes of the Environment & Climate Committee meeting held on the 15th November 2023.
- b. To consider and approve the Committees recommendation to purchase the Tots Bus at a cost of £7,121 for Birchlands Park.
- C. To consider and approve the Committees recommendation to engage an alternative Grounds Maintenance supplier for 2024/25 season.

11 Planning

- To determine any action required on the planning application information, from lists circulated by the office previously.

12 Policies

- a. To approve the amended Hire policy and hire rates for the Parish Suite as per the Events & Communications Committees recommendation.
- b. To approve the Online Banking policy as per the Finance Committees recommendations.
- c. To approve the amended Allotment Policy as per the Environment & Climate Change Committees recommendation.
- d. To approve the amended Tree Maintenance Policy as per the Environment & Climate Change Committees recommendation.

13 Reports from Members

- To receive reports from Parish Councillors who have attended recent meetings or events on behalf of the Parish Council including representation on external bodies:
 - a. Veolia Norwood
 - b. Community Support for Killamarsh (Bread Charity)
 - c. Chesterfield Canal Trust
 - d. NEDDC/Parish Liaison

14 Residents Correspondence

- To receive, consider and resolve how to respond to any residents correspondence.
 - a. Killamarsh Miners memorial - Mrs Jackson

15 Section 137 - Approval of Grants

- To consider and approve the recommendations from the Section 137 working party.

16 Motions requested by Members

Cllr W Tinley

That the Parish Council considers a fitting way to remember those people affected by the 1998 incident were there was a leak of nitric-dioxide gas over Killamarsh from the SARP UK plant at Norwood.

17 Items for discussion for a future agenda

- To notify the Clerk of any matters for inclusion on the agenda for future meetings.

18 Public Feedback

- To allow members of the public, 3 minutes each, to provide feedback on the meeting. No resolutions can be made under this agenda item.

19 Date of the Next Council Meeting

- To consider and approve whether the next meeting scheduled for the 11th December 2023 is required or if the next meeting should be deferred to the 22nd January 2024.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office (parish.office@killamarsh-pc.gov.uk) in advance of the meeting which will be read out under the public participation session.



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MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 23 OCTOBER 2023

Those present :

Chair : Cllr S Clough
Vice-Chair : Cllr K Wood
Councillors : Cllr C Curzon, Cllr C Eggington, Cllr C M Fletcher, Cllr T Lacey, Cllr C Lacey, Cllr H Laws, Cllr S Reed, Cllr B Rice, Cllr W Tinley, Cllr J Windle
Officers : Mrs G Blank, Mrs J France

22/327 Chair's Announcements

The Chair welcomed everyone to the meeting.

22/328 Apologies for Absence

Apologies were received from Cllr D Drabble, Cllr B Morris and Cllr J Sherman and the reasons given were accepted.

22/329 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b) To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

22/330 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

A member of the public asked that the minutes of the Environment & Climate Change Committee held on 11th October 2023 be amended to include his request for a report from a tree surgeon on a tree at the Village Green. The Clerk said that the minutes will go to the next meeting of the Committee for approval.

A member of the public mentioned that contractors had been parking near to the miners memorial at Westthorpe. Cllr C Lacey said that contractors had also been parking on the Village Green and asked if we could write to the contactors to ask them not to park there. The Chair said he would speak to the Heritage Society with regards to the memorial as this is not situated on Parish Council land.

22/331 Reports from County and District Councillors & Invited Guests

Cllr C Renwick from DCC sent her apologies for the meeting and asked that the following information be disseminated to the Parish Council with regards to highways resurfacing schemes planned for 2024:

- Killamarsh B6058 Sheffield Road, Walford Road roundabout to Quarry Road CW - Resurface & Binder Eckington & Killamarsh £53,402
- Eckington A6135 Littlemoor B6053 Slip to Littlemoor House CW - Resurface & Binder Eckington & Killamarsh £114,662
- Killamarsh U15184 Beech Crescent, all carriageway surface dressing, Eckington & Killamarsh £11,310
- Eckington/Killamarsh Trans Pennine Trail, resurfacing Renishaw to Westthorpe Dip
- Resurfacing of KCN (multi-user greenway trail), Eckington & Killamarsh £155,000

Cllr C Lacey asked the Clerk who was invited to Parish Council meetings and the Clerk confirmed it was Cllrs Renwick and Foster from DCC and the police.

22/332 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

RESOLVED: That the press and public be excluded from items 9b and 9c due to them being discussions regarding staffing and HR.

22/333 Minutes from the previous meeting

a) To approve the draft minutes of the Full Council meeting held on 25th September 2023.

RESOLVED: That the minutes of the Full Council meeting held on 25th September 2023 are a true and accurate record.

b) To receive an update on any ongoing issues not covered as an agenda item.

The Clerk informed the Council that the Deputy Clerk's application to the PCC for £5000 Anti Social Behaviour Funding towards the cost of installing CCTV in Killamarsh had been successful.

The Clerk informed the Council that no further progress had been made as yet with regards to the lease of the old housing office on Stanley Street.

Cllr C Lacey asked who would be organising the new Killamarsh Community Awards Event that had been approved at the previous meeting. The Clerk confirmed that it would come under the remit of the Events & Communications Committee.

22/334 Environment & Climate Change Committee

- To receive and note the draft minutes of the meeting held on the 11th October 2023.

The minutes were received and noted.

22/335 Health, Safety & Well Being Committee

a. To receive and note the draft minutes of the meeting held on the 9th October 2023.

The minutes were received and noted.

22/338 Residents Correspondence

The Clerk said that there would be an article in the next newsletter to inform residents about how to contact the Parish Council with their comments, feedback and concerns, and letting them know how their comments would be addressed by the Parish Council.

22/339 Section 137 - Approval of Grants

- To appoint the working party to discuss and recommend the Section 137 applications received.

RESOLVED: That the working party to discuss and recommend the current Section 137 applications would consist of Cllrs Windle, Tinley, C Lacey and the Clerk.

22/340 Items for discussion for a future agenda

- Cllr C Lacey asked that the Parish Council discuss how they can support residents affected by flooding in the future.

- Cllr Tinley asked if a plaque to remember the people affected by the 1998 incident where there was a leak of nitric-dioxide gas over Killamarsh from the SARP UK plant at Norwood could be considered.

22/341 Public Feedback

No comments were received.

22/342 Date of the Next Council Meeting

- 27th November 2023.

Cllr C Lacey gave her apologies in advance for this meeting.

The meeting closed at 7.33pm.

b. To receive, consider and approve the Committees recommendation regarding providing support to the Events Manager on the running of the Parish Suite Bar.

RESOLVED: That the Committees recommendation to engage an Ad Hoc Bar Manager to provide support to the Events Manager as and when required is approved.

c. To consider and approve advertising for casual bar staff for the Parish Suite.

RESOLVED: That the employment of casual bar staff as and when required to support Parish Suite events is approved.

22/336

Planning

- To determine any action required on the planning application information, from lists circulated by the office previously.

Cllr T Lacey expressed concern over the removal or amendment of planning conditions that had previously been agreed as part of the planning permission process, for example in the case of the Primrose and Westthorpe developments. He asked that the Parish Council object to any changes in planning conditions for Primrose, Westthorpe and for any other developments going forward that haven't been approved at the NEDDC Planning Committee.

The Chair agreed and said that concerns could also be called in by any NEDDC councillor.

RESOLVED: That the Parish Council object to any changes or amendments to planning conditions for the Primrose and Westthorpe developments and any other developments going forward.

22/337

Reports from Members

- To receive reports from Parish Councillors who have attended recent meetings or events on behalf of the Parish Council including representation on external bodies:

a. Veolia Norwood

The Clerk is arranging a visit to Veolia around the 21st to 23rd November 2023.

b. Community Support for Killamarsh (Bread Charity)

No update.

Cllr C Lacey asked why the budget figures that were given to councillors at the last meeting from the treasurer of CS4K were to be kept confidential. The Chair explained that it was additional information for the Parish Council, and that all legally required financial information is published by CS4K on the Charities Commission website.

c. Chesterfield Canal Trust

No update.

d. NEDDC/Parish Liaison

No update.



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8a

MINUTES OF THE EVENTS AND COMMUNICATIONS COMMITTEE HELD ON WEDNESDAY 01 NOVEMBER 2023

Those present :

Chair : Cllr K Wood
Vice-Chair : Cllr C Lacey
Councillors : Cllr S Clough, Cllr C M Fletcher, Cllr S Reed, Cllr J Windle
Officers : Mrs G Blank, Mrs C Watson

EC174 Chair's Announcements

The Chairman welcomed everyone to the meeting.

EC175 Apologies for Absence

There were no Councillors absent.

EC176 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

EC177 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

A representative from Active Regen was in attendance and went through a presentation he had forwarded in advance on the services they provide.

The aim of Active Regen is to use sport and physical activities to support people and communities to improve their lives. Examples of activities provided include:

- Centre based youth clubs
- School Holiday Programme
- Joint Marketing Programme
- Girls only youth Club
- Older peoples activities
- 16+ volunteering and learning programme

A programme to tailor the needs of the Killamarsh community would be looked at in conjunction with the Parish Council and other agencies.

Assistance with sourcing funding is also a service that is offered.

The Councillors asked questions and agreed to discuss the Councils requirements further so that a package and costings can be looked at.

EC178 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

No items were identified to be discussed in closed session.

EC179 Minutes from the previous meeting

a. To approve the draft minutes of the Events & Communications Committee meeting held on 13th September 2023. (attached).

RESOLVED: That the minutes of the meeting held on the 13th September 2023 are a true and accurate record.

b. To receive an update on any ongoing issues not covered as an agenda item.

EC170 - The Clerk confirmed that the Hub CCTV had now been installed and in operation.

EC171 - The Clerk confirmed that the premises licence amendment and request to disapply the need for a DPS had been granted.

EC180 Parish Suite Refurbishment

a. To receive an update.

The Clerk confirmed that works on the refurbishment were well under way. All old fittings have been removed and disposed of. First fix electrics completed. New Hall ceiling and lighting has been installed. The bar bulkhead and kitchen have been completed and the building of the new bar started.

NEDCC are still to resolve the leak issues which the Clerk is chasing.

The builder is hopeful that a key handover date during the last week in November is achievable.

b. To consider and approve the working parties recommendation to 'opt to Tax' on the Parish Suite.

The Clerk informed Councillors that she had recently done some VAT training. The training had covered the option to tax on Council run buildings. Currently if room hire is charged on a building a Council can not claim back VAT on running costs and any maintenance or refurbishment costs.

By opting to tax the Council would have to pay VAT on room hire but would also be able to claim VAT back on all out goings.

If the Council opts to tax this is a 10 year commitment.

RESOLVED: That the Committee approves the 'Opt to Tax' application.

EC181 Remembrance Sunday

The Events Manager updated the Committee on arrangements to date.

Road closure notices are now in place.

Cllr Mark Foster has donated £200 from his leadership fund towards refreshments.

Catering has been arranged

Majority of RSVP's have been received.
New poppy signs have been put up around the village.

Councillors asked if consideration to having some kind of matting down for when the wreaths are laid. The Events Manager agreed to look into this.

EC182 Village Festival

- To consider and approve the proposal from Funtopia as an alternative to the arrangements in 2023 (attached).

The Clerk provided Councillors with a breakdown of the costs for the 2023 village festival:

- Radio - £975
- Circus skills - £350
- Extreme Wheels - £2073

The Events Manager had sourced an alternative for the 2024 festival from a company called Funtopia. The activities are more attractive to all age groups and the Events Manager detailed what was on offer for the package value of £2,280

RESOLVED: That Funtopia is booked for the 2024 Village Festival

The Events Manager asked Councillors to consider a Funtopia day in the 6 week holidays which would include a lot more of the activities that the company has to offer. It was agreed this would be approved at the January meeting.

EC183 Policies

a. To consider and approve the hire policy for the Parish Suite.

The Events Manager had circulated a draft policy to Councillors prior to the meeting and Cllr Lacey had provided a few grammatical changes.

The policy had been drastically simplified and is based on the one used at a neighbouring Parish Council.

The Events Manager explained that there is a clause regarding the deposit in the policy that gives the Council the ability to change the value of the deposit depending of the size and type of party including 18th's and 21st birthdays.

Councillors discussed the policy and agreed that as and when any issues arise the policy can be amended.

RESOLVED: That subject to the grammatical changes the hire policy is approved.

b. To consider and approve the hire rates for the Parish Suite.

The Committee reviewed the proposed pricing structure of £25 for residents and £50 for non residents and agreed that VAT should be added to this price.

It was also agreed that 18th and 21st birthday parties would be charged at £50 for residents and £75 for non residents plus VAT.

RESOLVED: That the hire rates for the Parish Suite are approved.

EC184 Purchase of Equipment

- To consider and approve the quotes for the Till for the Parish Suite

The Events Manager had circulated 2 proposals to the Committee on a system that will work for the Parish Suite.

The Clerk said how important it was to have card machine that would speak directly to the till to avoid human error.

RESOLVED: That the quote from EPOS is approved.

b. To consider and approve, if appropriate, purchasing a portable stage.

Councillor Fletcher had sourced a portable stage for the Parish Suite if the Council were interested,

Councillors discussed the need for a stage and issues with storage. It was agreed that if a stage was required a hire company could be looked into.

The Committee thanked Cllr Fletcher for looking into the stage.

RESOLVED: That the purchase of a portable stage at this point was put on hold and reviewed again based on demand.

c. To consider and approve the purchase of new banqueting chairs.

The Events Manager showed the Committee 3 versions of chairs from a basic chair to one with more support and padding.

The Committee unanimously agreed on the better quality chairs in Navy.

RESOLVED: That the purchase of 120 banqueting chairs in Navy blue is approved as well as a chair trolley.

d. To consider and approve whether to purchase new banqueting tables.

The Events Manager showed Councillors examples of the types of tables for the Parish Suite and recommended that rectangular ones would provide more flexibility.

It was agreed the tables should be 5ft, sturdy but not too heavy and have a dark colour top.

Resolved: That the Clerk and Events Manager are given authority to purchase appropriate tables for the Parish Suite.

EC185 Community Activities

- To receive, consider and approve, if appropriate, a proposal from Active Regen on an additional youth activity programme subject to grant funding.

The Committee agreed that the presentation at the start of the meeting had been interesting and that the services they provide would be beneficial to many residents.

The Clerk suggested that she ask them for a price for:

- The School activities programme
- The Older people programme

- The Youth Club, but get more details as to what this might entail.

Cllr Reed asked if any of these activities would clash with what NEDCC provide at the Leisure Centre. The Clerk said the Council we need to look at this and provide their free of charge activities on a day and time that didn't clash.

It was agreed that the Council would commit a small amount of money with the rest being found through grant funding.

RESOLVED: That the Clerk obtain a costed proposal from Active Regen and start looking for grant funding opportunities and that the information be brought back to the January meeting.

EC186

Budget Requirements

- To consider, review and approve the budget to be recommended to Full Council.

The Committee reviewed the budget requirements for 24/25 and agreed to add £5,000 for the Extreme Wheels programme and £5,000 for Active Regen activities.

RESOLVED: That the Events Committee budget is approved and recommended to Council.

EC187

Agenda items requested by Members

- 80th anniversary of D-Day on the 6th June 2024.
- Funtopia Day
- Live & Local
- Community Awards
- Active Regen

EC188

Date of the Next Council Meeting

- 10th January 2023.

MEETING CLOSED 20:15



9a

MINUTES OF THE FINANCE COMMITTEE HELD ON MONDAY 06 NOVEMBER 2023

Those present :

Chair : Cllr S Clough
Vice-Chair : Cllr C M Fletcher
Councillors : Cllr T Lacey, Cllr W Tinley
Officers : Mrs G Blank

FIN109 Chair's Announcements

The Chair welcomed everyone to the meeting.

FIN110 Apologies for Absence

Apologies have been received from Cllr D Drabble and Cllr C Lacey and the reasons were accepted.

FIN111 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

FIN112 Adjournment for Public Participation

There were no members of the public in attendance.

FIN113 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

There were no items requiring the exclusion of the press and public.

FIN114 Minutes from the previous meeting

a. To approve the draft minutes of the Finance Committee meeting held on 18th September 2023.

RESOLVED: That the minutes of the Finance Committee meeting held on the 18th September 2023 are a true and accurate record.

b. To receive an update on any ongoing issues not covered as an agenda item.

FIN112 - The Clerk confirmed that the external auditors report was received before the September Full Council meeting and approved there.

FIN115 Finances

7.1 Bank reconciliation

- To receive the bank reconciliation for September 2023.
- To receive the bank reconciliation for October 2023.

The Chair and Cllr Tinley checked that the figures on the bank reconciliation sheet and the bank statement corresponded.

RESOLVED: That the bank reconciliation checks are complete for September and October 2023

7.2 Receipts and Payments

- To receive and approve the receipts and payments for September 2023.
- To receive and approve the receipts and payments for October 2023.

Councillors were asked to check the receipts and payments list for each period and ask any questions they may have. The Clerk made the invoice files available to Councillors for random spot checks.

RESOLVED: That the receipts and payments checks for September and October 2023 are completed.

FIN116

Budgets

- a. To receive and approve the budget report for April to September 2023.

The Clerk had circulated the 6 month budget report prior to the meeting for Councillors to consider. Overall the budget is in a good position despite several unbudgeted items and income being significantly lower than hoped.

RESOLVED: That the budget for April to September 2023 is approved.

- b. To review, amend and recommend the 24/25 budget to Full Council.

The Clerk had circulated the draft budget for 24/25 prior to the meeting. A revised version was given out at the meeting to include changes following additional information.

Councillors went through the budget and Cllr Fletcher suggested that the stock figure be reduced.

RESOLVED: That the draft budget for 24/25 is approved and recommended to Full Council.

FIN117

Policies

- To consider and recommend to Full Council the Internet Banking Policy.

The Committee discussed the policy and with one small typing amendment were happy with its content.

RESOLVED: That the Internet Banking Policy is recommended to Full Council for approval.

FIN118

Items for discussion for a future agenda

- To notify the Clerk of any matters for inclusion on the agenda for future meetings.

Investments and Bank accounts.

FIN119

Date of the Next Council Meeting

- 15th January 2024

It was agreed that the meeting scheduled for the 4th December 2023 be cancelled as the 24/25 budget is agreed.

961c

Killamarsh Parish Council
Budget 24/25

Budget Name (Cost Centre)	Sub Heading (Nominal)	23/24 Budget	23/24 Projected Outturn	24/25 Proposed Budget	Increase / Decrease (-)	Notes
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EXPENDITURE

		£159,979.00	£172,746.00	£186,652.00	£26,713.00	17%
Indirect Staff Costs	Staff Training & Conferences	£1,750.00	£1,750.00	£1,500.00	-£250.00	
Indirect Staff Costs	Councillor Training	£0.00	£50.00	£750.00	£750.00	
Indirect Staff Costs	Travel	£150.00	£50.00	£100.00	-£50.00	
Indirect Staff Costs	Recruitment Advertising	£500.00	£500.00	£500.00	£0.00	
Indirect Staff Costs	Health & Safety	£2,000.00	£2,000.00	£500.00	-£1,500.00	
Indirect Staff Costs	Payroll Services and support	£2,000.00	£0.00	£2,500.00	£500.00	
Indirect Staff Costs	Uniform	£750.00	£750.00	£750.00	£0.00	
Indirect Staff Costs		£7,150.00	£5,100.00	£6,600.00	-£550.00	-8%
Administration Costs	Stationery	£500.00	£750.00	£750.00	£250.00	
Administration Costs	Copier Charges	£1,850.00	£1,400.00	£1,600.00	-£250.00	
Administration Costs	Subscriptions / Books	£2,500.00	£2,500.00	£0.00	£0.00	
Administration Costs	Postage	£100.00	£0.00	£50.00	-£50.00	
Administration Costs	IT Software & Support	£7,500.00	£5,000.00	£6,000.00	-£1,500.00	
Administration Costs	Misc. Expenses	£200.00	£0.00	£200.00	£0.00	
Administration Costs	Telecoms	£1,850.00	£1,400.00	£1,600.00	-£250.00	
Administration Costs	Parish Newsletter	£800.00	£600.00	£800.00	£0.00	
Administration Costs	Office Equipment	£800.00	£850.00	£800.00	£0.00	
Administration Costs	Election Costs	£6,000.00	£6,000.00	£3,000.00	-£3,000.00	
Administration Costs	Bank Charges	£250.00	£200.00	£250.00	£0.00	
Administration Costs	Audit - External	£1,050.00	£1,050.00	£1,200.00	£150.00	
Administration Costs	Audit - Internal	£504.00	£504.00	£600.00	£96.00	
Administration Costs	Accountancy Fees	£250.00	£0.00	£250.00	£250.00	
Administration Costs	Professional Fees	£500.00	£500.00	£500.00	£0.00	
Administration Costs	Legal Fees	£2,000.00	£2,000.00	£10,000.00	£8,000.00	
Administration Costs		£26,654.00	£22,754.00	£30,100.00	£3,446.00	13%
Premises Costs	Rent	£1.00	£0.00	£1.00	£0.00	
Premises Costs	Rates	£3,793.00	£3,793.00	£3,793.00	£0.00	
Premises Costs	Utilities	£0.00	£3,000.00	£5,000.00	£5,000.00	
Premises Costs	Refuse Disposal	£600.00	£600.00	£600.00	£0.00	
Premises Costs	Property Maintenance	£0.00	£0.00	£0.00	£0.00	
Premises Costs	Insurance	£3,800.00	£3,666.00	£4,000.00	£200.00	
Premises Costs		£8,194.00	£11,059.00	£13,394.00	£5,200.00	63%

Parks and Open Spaces	£115.00	£110.00	£115.00	£115.00	£0.00	£0.00	
Parks and Open Spaces	£5,820.00	£5,813.00	£5,820.00	£5,813.00	£0.00	£180.00	
Parks and Open Spaces	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
Parks and Open Spaces	£8,000.00	£7,035.00	£9,000.00	£9,000.00	£1,000.00	£1,000.00	
Parks and Open Spaces	£15,000.00	£15,000.00	£15,000.00	£15,000.00	£0.00	£0.00	
Parks and Open Spaces	£250.00	£440.00	£500.00	£500.00	£250.00	£250.00	
Parks and Open Spaces	£2,000.00	£2,000.00	£2,000.00	£2,000.00	£0.00	£0.00	
Parks and Open Spaces	£5,000.00	£5,000.00	£5,000.00	£5,000.00	£0.00	£0.00	
Parks and Open Spaces	£1,120.00	£1,120.00	£1,120.00	£1,120.00	£0.00	£0.00	
Parks and Open Spaces	£4,944.00	£4,944.00	£5,200.00	£5,200.00	£256.00	£256.00	
Parks and Open Spaces	£1,200.00	£800.00	£1,000.00	£1,000.00	£-200.00	£-200.00	
Parks and Open Spaces	£1,400.00	£1,400.00	£1,700.00	£1,700.00	£-200.00	£-200.00	
Parks and Open Spaces	£45,349.00	£43,662.00	£46,635.00	£46,635.00	£1,286.00	£1,286.00	3%
Community Hub	£9,472.00	£4,737.00	£4,737.00	£4,737.00	£-4,735.00	£-4,735.00	
Community Hub	£1,000.00	£600.00	£800.00	£800.00	£-200.00	£-200.00	
Community Hub	£5,000.00	£3,000.00	£5,000.00	£5,000.00	£0.00	£0.00	
Community Hub	£8,000.00	£4,000.00	£6,000.00	£6,000.00	£-2,000.00	£-2,000.00	
Community Hub	£12,000.00	£12,000.00	£12,000.00	£12,000.00	£0.00	£0.00	
Community Hub	£35,472.00	£24,337.00	£28,537.00	£28,537.00	£-6,935.00	£-6,935.00	-20%
Parish Suite	£5,000.00	£0.00	£10,000.00	£10,000.00	£5,000.00	£5,000.00	
Parish Suite	£4,000.00	£0.00	£0.00	£0.00	£-4,000.00	£-4,000.00	
Parish Suite	£1,500.00	£0.00	£0.00	£0.00	£-1,500.00	£-1,500.00	
Parish Suite	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£0.00	
Parish Suite	£500.00	£2,000.00	£2,000.00	£2,000.00	£1,500.00	£1,500.00	
Parish Suite	£1,000.00	£500.00	£1,000.00	£1,000.00	£0.00	£0.00	
Parish Suite	£0.00	£0.00	£1,200.00	£1,200.00	£1,200.00	£1,200.00	
Parish Suite	£400.00	£0.00	£400.00	£400.00	£0.00	£0.00	
Parish Suite	£1,000.00	£800.00	£1,000.00	£1,000.00	£0.00	£0.00	
Parish Suite	£21,600.00	£21,600.00	£21,600.00	£21,600.00	£0.00	£0.00	
Parish Suite	£1,000.00	£1,620.00	£1,000.00	£1,000.00	£0.00	£0.00	
Parish Suite	£16,000.00	£18,000.00	£20,000.00	£20,000.00	£4,000.00	£4,000.00	
Parish Suite	£53,000.00	£44,520.00	£59,200.00	£59,200.00	£6,200.00	£6,200.00	12%
Cemetery	£200.00	£130.00	£200.00	£200.00	£0.00	£0.00	
Cemetery	£3,000.00	£5,000.00	£0.00	£0.00	£-3,000.00	£-3,000.00	
Cemetery	£0.00	£0.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00	
Cemetery	£0.00	£0.00	£1,500.00	£1,500.00	£0.00	£0.00	
Cemetery	£1,500.00	£1,300.00	£1,500.00	£1,500.00	£0.00	£0.00	
Cemetery	£4,700.00	£6,430.00	£4,700.00	£4,700.00	£0.00	£0.00	0%
Churches & Churchyards	£800.00	£600.00	£800.00	£800.00	£0.00	£0.00	
Churches & Churchyards	£1,000.00	£650.00	£1,000.00	£1,000.00	£0.00	£0.00	
Churches & Churchyards	£1,800.00	£1,250.00	£1,800.00	£1,800.00	£0.00	£0.00	0%
Highways & Street Furniture	£40.00	£40.00	£40.00	£40.00	£0.00	£0.00	
Highways & Street Furniture	£1,000.00	£1,250.00	£1,000.00	£1,000.00	£0.00	£0.00	
Highways & Street Furniture	£1,040.00	£1,290.00	£1,040.00	£1,040.00	£0.00	£0.00	0%
CCTV	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£0.00	£0.00	
CCTV	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£0.00	
CCTV	£2,000.00	£1,000.00	£2,000.00	£2,000.00	£0.00	£0.00	0%
Community Bus	£5,000.00	£0.00	£8,000.00	£8,000.00	£3,000.00	£3,000.00	60%
Community Bus	£5,000.00	£0.00	£8,000.00	£8,000.00	£3,000.00	£3,000.00	60%
Defibs	£0.00	£0.00	£500.00	£500.00	£500.00	£500.00	#DIV/0!
Defibs	£0.00	£0.00	£500.00	£500.00	£500.00	£500.00	#DIV/0!
Speed Indicator Devices	£0.00	£0.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	

Grants and Donations	Grants - Section 137	£0.00	£0.00	£1,000.00	£1,000.00	£0.00	£0.00	£0.00	0%						
Projects	Extreme Wheels Sessions	£0.00	£8,500.00	£5,000.00	£5,000.00	£0.00	£5,000.00	£5,000.00	50% funded Additional funding will be required						
Projects	Active Regen Activities	£0.00	£0.00	£5,000.00	£5,000.00	£0.00	£5,000.00	£5,000.00							
Projects	NEDCC - Leisure Centre Subsidy	£80,000.00	£80,000.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Projects	NEDCC - Contribution to condition survey & boilers	£20,000.00	£20,000.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Projects	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Projects	Loan Interest PWLB	£10,293.00	£10,293.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Projects	Loan capital PWLB	£13,022.00	£13,022.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Projects	Contribution to reserves	£123,315.00	£131,815.00	£0.00	£0.00	£0.00	£0.00	£25,000.00	Need to replenish due to high use of reserves						
				£82,000.00	£82,000.00	£0.00	£0.00	£0.00							
Events	Competition Prizes	£200.00	£120.00	£200.00	£200.00	£0.00	£200.00	£0.00							
Events	Christmas Decorations & Activities	£6,000.00	£6,000.00	£8,000.00	£8,000.00	£0.00	£8,000.00	£2,000.00							
Events	Village Festival	£5,000.00	£740.00	£2,000.00	£2,000.00	£0.00	£2,000.00	£3,000.00	Funtopia Day etc.						
Events	One off Events	£4,000.00	£2,000.00	£4,000.00	£4,000.00	£0.00	£4,000.00	£600.00							
Events	Remembrance Day	£250.00	£650.00	£550.00	£550.00	£0.00	£550.00	£400.00							
		£15,450.00	£9,390.00	£15,250.00	£15,250.00	£0.00	£0.00	£0.00							
	TOTAL EXPENDITURE	£494,103.00	£475,353.00	£490,948.00	£490,948.00	£0.00	£490,948.00	£27,955.00	-6%						
INCOME															
Administration	Rent	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Administration	Precept	£440,314.00	£440,314.00	£416,159.00	£416,159.00	£0.00	£416,159.00	£24,155.00	-5%						
Administration	Memorial Fence Insurance Claim	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Administration	Wayleaves and Easements	£19.00	£19.00	£19.00	£19.00	£0.00	£19.00	£0.00							
Administration	Bank Interest	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00							
Administration	Leases	£500.00	£500.00	£500.00	£500.00	£0.00	£500.00	£0.00							
		£440,833.00	£440,833.00	£416,678.00	£416,678.00	£0.00	£416,678.00	£24,155.00	-5%						
Parks and Open Spaces	Allotments - Belk Lane Rent	£525.00	£525.00	£525.00	£525.00	£0.00	£525.00	£0.00							
Parks and Open Spaces	Allotments - Station Road Rent	£550.00	£550.00	£550.00	£550.00	£0.00	£550.00	£0.00							
Parks and Open Spaces	Rights of Way Income from DCC	£495.00	£495.00	£495.00	£495.00	£0.00	£495.00	£0.00							
		£1,570.00	£1,570.00	£1,570.00	£1,570.00	£0.00	£1,570.00	£0.00	0%						
Community Building	Rent	£11,250.00	£3,500.00	£5,000.00	£5,000.00	£0.00	£5,000.00	£6,250.00	-56%						
		£11,250.00	£3,500.00	£5,000.00	£5,000.00	£0.00	£5,000.00	£6,250.00	-56%						
Parish Suite	Hire Income	£24,450.00	£1,000.00	£12,500.00	£12,500.00	£0.00	£12,500.00	£11,950.00							
Parish Suite	Bar Income	£10,500.00	£10,500.00	£50,000.00	£50,000.00	£0.00	£50,000.00	£39,500.00							
Parish Suite	Catering Income	£5,500.00	£0.00	£5,200.00	£5,200.00	£0.00	£5,200.00	£300.00	67%						
		£40,450.00	£11,500.00	£67,700.00	£67,700.00	£0.00	£67,700.00	£27,250.00	67%						
Projects	Grants received - Jubilee	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	#DIV/0!						
Projects	Grants received - Remembrance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	#DIV/0!						
Events	Village Festival	£0.00	£175.00	£500.00	£500.00	£0.00	£500.00	£500.00							
Events	Craft Fayres	£0.00	£200.00	£400.00	£400.00	£0.00	£400.00	£400.00							
Events	Ticket Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00							
		£0.00	£375.00	£900.00	£900.00	£0.00	£900.00	£900.00	#DIV/0!						
	TOTAL INCOME	£494,103.00	£457,403.00	£490,948.00	£490,948.00	£3,155.00	£3,155.00	£24,800.00	-1%						
	BUDGET	£0.00	£17,950.00	£0.00	£0.00	£0.00	£0.00	£24,800.00	0%						



Killamarsh Parish Council

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MINUTES OF THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE HELD ON WEDNESDAY 15 NOVEMBER 2023

Those present :

Chair : Cllr W Tinley

Vice-Chair : Cllr H Laws

Councillors : Cllr S Clough, Cllr J Sherman

Officers : Mrs J France, Miss H Johnson

ENV177 Chair's Announcements

The Chair welcomed everyone to the meeting.

ENV178 Apologies for Absence

Apologies have been received from Cllr C Lacey and Cllr J Windle.

ENV179 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b) To receive, consider and record Councillors requests for dispensation (Section 13 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

ENV180 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

A member of the public spoke on behalf of the Killamarsh Conservation Group regarding Item 8 on the agenda, which was the Village Green tree. He said that if the council decided to fell the diseased tree it would be a good opportunity to plant further trees and shrubs and to develop the Village Green into a nice pleasant park/green space for residents. He said that the Conservation Group would be willing to work with the council on this.

Another member of the public, also from the Conservation Group mentioned the wildflower area at Linear Park where ivy is growing across the path and where there is a gap in the flower bed that needs some soil adding to it. The Chair asked if they could please send in some photographs to the office to make it clear which area they were referring to. The same member of the public asked if there was an update regarding the trees that had been felled by a resident at Rectory Gardens, which had a TPO on them. The Chair and the Deputy Clerk had both contacted NEDDC about this

back in March and someone from the planning department had replied to say they would have a look, but no further response had been received as yet.

A member of the public said that with regards to Item 8 on the agenda he is opposed to the diseased tree on the Village Green being felled, but agrees with the Conservation Group in that the area would benefit from some improvement to make it into a nicer space. He also said that the Anglian Water vehicle that had been regularly parking on the Village Green has now been moved.

ENV181 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

RESOLVED: That the press and public should be excluded from Item 13 due to personal information being discussed.

ENV182 Minutes from the previous meeting

a) To approve the draft minutes of the meeting held on 11th October 2023.

RESOLVED: That the minutes of the meeting held on 11th October 2023 are a true and accurate record.

b) To receive an update on any ongoing issues not covered as an agenda item.

Allotments

A plot holder at Station Road has given up their allotment so there are now three available allotments (two ploholders were served notices to quit) which are being offered to the next people on the waiting list.

Cemetery Gates automation

This is currently in progress:

A cubicle to house the meter has been fitted - £759.95

1. National Grid have installed the cables - £2323.31
2. E-on have fitted the electricity meter – no charge for installation
3. An electrician has enabled the connection for the automated gates - £500
4. An installer has been arranged to automate the gates - £2800

Total = £6383.26 (VAT exc.)

Neighbourhood Plan

Two recent meetings (September and November) been held with Andrew Towler Associates who are supporting the Parish Council on the development of a Neighbourhood Plan for Killamarsh. The Parish Council have received a grant of £1850 in the first instance from the Department for Levelling Up, Housing & Communities (DLUHC) to support the process.

Norwood

We are still awaiting the outcomes of the two licence applications to DCC to install a dropped kerb at the entrance to the playground and to install a new noticeboard near to the roundabout by the Sandwich Junction.

Speed Indicator Devices

The SIDs will be installed on 27th November 2023.

Tree maintenance report

The office is currently in the process of meeting with tree companies to obtain a report and quotes for any essential tree work on Parish Council land. The local companies approached are either on the DCC Trusted Trader list or the Arboriculture Association approved contracts list.

ENV183 Policies

a) To consider and approve the amended KPC17 Allotment Policy

The amendment is to add a clause to state that 'decisions relating to the termination of a tenancy shall be approved at a meeting of the Environment & Climate Change Committee'

RESOLVED: That the amended KPC17 Allotment policy is approved.

b) To consider and approve the amended KPC7 Tree Policy

The amendment is to update clause 2.1 to state 'Killamarsh Parish Council will consider the tree policies and priorities of DCC and NEDDC with regards to tree management' and clause 7 to add 'and other appropriately qualified tree surgeons and consultants'

RESOLVED: That the amended KPC7 Allotment policy is approved.

ENV184 Trees and hedges

- To consider any action required on the diseased Horse Chestnut tree at the Village Green, after having received a report from the NEDDC Tree Officer

Cllr Cough said that although he is generally against tree removal as a whole, what is especially more apparent at Westthorpe, is we are already to lose ancient hedgerows and more trees, due to the land adjacent designated for 330 houses to be built. Unfortunately, in this case he believes the best option would be to fell the diseased tree, as detailed in option 1 of the report, as there is no guarantee that the tree will survive and thrive after a heavy pruning, and there is a chance that the disease could be spread to the other trees. This could prove costly both in the potential loss of other trees and public expenditure in the future, if further work was needed. He would like two new trees to be planted in its place. Cllr Laws disagreed and said that the report does not mention the disease spreading and he would prefer that the tree be pruned to reduce the height and spread (option 2 on the report) to give it a chance of survival. Cllr Tinley said that her preference would be option 2, although she would like to have some information on costings going forward. The Deputy Clerk said that there were two tree companies coming out the following week to look at all Parish Council trees and she would get a report and quotations from them.

Cllrs Tinley, Laws and Sherman agreed that subject to costings and further information being obtained the tree would not be felled at this time. Cllr Cough abstained.

RESOLVED: That quotations and recommendations for pruning of the tree based on option 2 of the NEDDC tree officer's report be obtained and brought back to the Committee for approval.

ENV185 CCTV

The following locations were approved in principle, subject to further advice from Derbyshire County Council:

6 x CCTV cameras:

- Sheffield Road opposite Netherthorpe Lane
- Precinct in place of the current old CCTV camera
- Sheffield Road lamppost 53722, opposite Stanley Street in place of the current camera
- Either lamppost 53424 outside Sandwich Junction OR lamppost 133045 opposite Sherwood Road
- Mansfield Road, Highmoor lamppost 53454 opposite Woodhall Road Junction OR next to the bus stop just after the Travellers Arms (lamppost 53456?)
- Uppertorpe Road facing the Nags Head - lamppost number faded.

It was also suggested that an additional camera could go on Bridge Street subject to funds being available.

4 x ANPR cameras to go at the main entrances/exits to the village on:

- Sheffield Road
- Mansfield Road
- Upperthorpe Road
- Rotherham Road

**RESOLVED: That the locations are approved in principle subject to further advice from DCC.
RESOLVED: To obtain a quote for a further CCTV camera.**

ENV186 Village Green

a) To consider the legalities around preventing parking on a Village Green

The Chair read out various laws and Acts relating to use of a village green including Section 12 of the Inclosure Act 1857 which states that it is an offence to '*wilfully cause damage or injury*' to a village green. Vehicles parking on the Green have caused damage to the ground surface and also have potentially damaged the roots of the trees, which may have been a contributing factor to the diseased tree on the Green. Additionally Section 29 of the Commons Act 1876 states that '*an encroachment on.....a Village Green.....or occupation of the soil thereof, which is made otherwise than with a view to the better enjoyment of such town or village green or recreation ground, shall be deemed to be a public nuisance*'

It was discussed that the costs associated with prosecuting vehicles owners, with no guarantee of a successful outcome in Court may be prohibitive and a better solution would be to put some parking deterrents in place on the Green.

The Deputy Clerk said that she had recently done another application to DCC for the installation of a kerb on the main road side of the Village Green, but DCC had replied to say they did not have funding for it this financial year. The Deputy Clerk has asked whether the Parish Council could commission the work themselves if they wanted to, using a contractor on the DCC approved list and is awaiting a response.

b) To consider the planting of shrubs on the Village Green as a parking deterrent

It was agreed that a working party would be created consisting of members of the Committee and Killamarsh Conservation Group to discuss the development of the Village Green to improve the space for residents.

RESOLVED: For the Deputy Clerk to arrange a Village Green working party meeting.

ENV187 Birchlands

- To consider and approve a recommendation to Full Council for the installation of play equipment at Birchlands Park

RESOLVED: To recommend to Full Council that the Tots Bus at a cost of £7,121 including installation is purchased for Birchlands Park

ENV188 Community bus

- To consider and approve a recommendation to Full Council for the provision of a community bus service in Killamarsh

The Councillors discussed the report and Cllr Clough had a concern about taking residents to Crystal Peaks on the community bus, as it would be taking trade out of the village, and it had a potential to affect the current bus service, given we had to fight to save it. The Committee agreed that having a bus route on a loop serving Killamarsh and bringing residents into the centre of the village so they could access shops, coffee mornings, café's and the health centre was a better option. Cllr Tinley said that initially the bus should be on a 6 month trial basis to see what the usage was like.

RESOLVED: To obtain a further quotation to have the bus do three loops of Killamarsh with a stop off in the centre of Killamarsh and also giving access to a bus stop where residents could travel onto Crystal Peaks if required.

ENV189 Grounds Maintenance

- To consider and approve a recommendation to Full Council to use an alternative grounds maintenance company for 2024/25

The Committee discussed the report and agreed that many attempts had been made to address the resident complaints with NEDDC with regards to the insufficient grass cutting/hedge maintenance on Parish Council land. They agreed that to try and alleviate the complaints and to provide a better standard of maintenance in Killamarsh parks and the cemetery then a change is required. It was agreed to recommend to full council that option 2 is the preferred option as the company involved has extensive experience of grounds maintenance of the type the Parish Council needs. Initially a one year contract was recommended.

RESOLVED: To recommend to Full Council option 2 for an alternative grounds maintenance company for 2024/25

ENV190 Items for discussion for a future agenda

- To notify the Clerk of any matters for inclusion on the agenda for future meetings

ENV191 Date of the Next Council Meeting

- 24th January 2024

The meeting closed at 8.03pm

Item ()

Tots imaginative play bus - £7,121 including installation and safety grass matting surfacing.



Tots Bus
Product code: A1003

Made from smooth timber poles with HDPE panels

W 5500 x D 5400mm
Free Fall Height: 900mm



Killamarsh Parish Council

Update Report

TO:	Members of Full Council
MEETING DATE:	27 th November 2023
SUBJECT:	Grounds Maintenance
REPORT AUTHOR:	Judy France, Deputy Clerk

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Purpose of Report:

To consider and approve a recommendation from the Environment & Climate Change Committee to use an alternative grounds maintenance company from 2024/25

There have been numerous complaints from residents about the lack of adequate grass cutting and hedge maintenance on Parish Council land. Currently the Parish Council has a contract with NEDDC for grounds maintenance. At a meeting of the Environment & Climate Change Committee on 14th June 2023 it was resolved to obtain quotes from alternative suppliers for grounds maintenance going forward.

The Parish Council currently pays around £4,800 per annum to NEDDC for grass cutting and annual hedge maintenance. This figure excludes the cemetery, which is maintained separately as part of the cemetery management agreement between KPC and NEDDC. The Parish Council is in the process of putting in place an SLA for the cemetery, which could see the cemetery maintenance costs added to the Parish Council's annual grounds maintenance fee. The Parish Council have also asked for a quotation from NEDDC to remove the grass cuttings from around the cemetery headstones, and this would be an additional charge going forward.

The parish office have received three alternative quotations all based on 12 grass cuts per year, including strimming as needed, between April and September at: Birchlands Park, Village Green, Linear Park, Sports Field and banking, Belkline Park, High Moor and the cemetery. This is to include boxing off and removing cuttings from the top half of the cemetery when needed, e.g. normally the first few cuts of the year. Also included is hedge maintenance of one to two cuts per year as required.

1. £7,796 (Quote 1)
2. £8,500 (Quote 2)
3. £25,438 (Quote 3)

Recommendation

At a meeting of the Environment & Climate Change Committee on 15th November 2023 the options were discussed and the committee agreed that the company who provided Quote 2 will provide a much better service than is currently being received and that the operative will be receptive and reactive to any issues in a timely manner, leading to less complaints and ultimately better value for the Parish Council and residents. The operative who provided Quote 2 is knowledgeable about the Parish Council parks and green spaces and the work that is required.

The Committee recommend to Full Council that Quote 2 is the preferred option for 2024/25 grounds maintenance, initially on a one year contract.

Planning List w/e date	Application Number	Address	Details	Decision	Date of Decision
30.10.23	NED23/00771/AMEND	Land Between Old Canal And North Side Of Primrose Lane, Killamarsh	Non-material amendment pursuant of 21/00976/FL, Electricity sub station to the frontage of plots 49 & 50 overall dimesions revised .	APPROVED	16.10.23
03.11.23	NONE RECEIVED				
	NONE RECEIVED				
13.11.23	23/00927/FL	Land Between Old Canal And North Side Of Primrose Lane, Killamarsh	Section 73 application to vary condition 2 (Amended Plans) of planning application 21/00976/FL - APP/R1038/W/22/3291220 (Major Development)\(Departure from the Development Plan) (Appeal) Conversion of a pair of semi detached dwellings to be converted into one dwelling with external material alterations and roof extension (Affecting a public right of way)	CONSULTATION REQUEST	
20.11.23	NED/22/00938/FL	High Moor Farm, Cinder Lane, Killamarsh		APPEAL	

Killamarsh Parish Council

KPC 68 Room Hire & Conditions of Hire Policy

DETAILS OF POLICY	
Policy No	KPC 68
Policy Title	Room Hire and Conditions of Hire Policy
Committee/Working Party Responsible	Events & Communications Committee and Full Council
Last Reviewed	November 2023
Next Review Date	November 2024

The Policy

EXTENT OF THE POLICY

The Policy and Conditions of Hire relate to Killamarsh Parish Suite.

REGULATIONS

All hirers of Killamarsh Parish Suite are bound by the rules and regulations governing use of the premises, which are deemed to be incorporated in these conditions.

CONDITIONS OF HIRE

1. A non-refundable deposit of £50 is required when submitting the completed and signed Room Hire Agreement. This will be deducted from your total balance.
2. A minimum of £100 conditional refundable damage deposit will also be taken for all bookings. This will be returned within 14 days upon satisfactory inspection and notification that the venue was cleared by the agreed time.
3. The balance should be paid in full no later than 14 days prior to the agreed date of hire.
4. All hirers must be at least 18 years of age.
5. To qualify for the resident rate the Hirer must provide proof of residency, in Killamarsh, along with a photographic form of ID, failure to supply said documents will incur the standard rate charge.
6. The premises must be vacated promptly at the end of the hire period, late departures will incur a charge, which will be either retained from the refundable deposit or invoiced accordingly.
7. The Manager, or their representative, is authorised to terminate the event at any time if they believe any guests are behaving in a disorderly manner.
8. The Hirer cannot use the premises for any purpose other than described in the Booking Hire Agreement and shall not sub-hire the premises to any other person or organisation.
9. The Parish Council hold no responsibility for the loss of or damage to any property brought into the premises during the hire period.
10. Should the Hire be cancelled by ourselves then all monies paid will be refunded in full, however, no compensation claims will be considered.

11. An invoice will be provided detailing the cost of hire, methods of payment accepted and date of settlement of any outstanding balance.
12. A community kitchen is available to the Hirer with basic crockery including mugs and cutlery. This is not intended as a food preparation area but for just storing and serving cold buffet items if you will be providing your own catering.
13. Refuse sacks will be provided and it is expected the Parish Suite will be left in a clean and satisfactory condition.
14. The Hirer and its guests should observe regulations in relation to noise. All guests attending the event are expected to exist the premises quietly. Excessive noise and/or disorderly behaviour will not be tolerated.
15. Decorations must not be put up in the Parish Suite using nails, screws or tacks by the Hirer or any guests.
16. Sunday-Thursday last orders will be 22.30, with the premises needed to be vacated by 23.00. Friday and Saturday, last orders will be 23.00 with the premises needed to be vacated by 23.30. An extension on a Friday or Saturday can be arranged until midnight (with premises vacated not later than 00.30am) at an additional fee.

ROOM HIRE CHARGES

The Parish Suite is hired out in multiples of 1 hour with a minimum hire time of 2 hours. The hourly hire rate is as follows:

Standard Rate - £60 per hour

Killamarsh Parish Residents - £30 per hour

For 18th and 21st Birthday parties the rates will be as follows –

Standard Rate - £75 per hour

Killamarsh Parish Residents - £50 per hour

Hire of Commercial Kitchen - £60 flat fee.

We have caterers we recommend; you are welcome to use your own but we will require a copy of their Public Liability Insurance and Food Hygiene certificate (minimum Level 2 required).

Bar extension on Friday or Saturday evening until midnight - £60 flat fee

To qualify for the Killamarsh Parish Residents hire rate the Hirer must provide proof of residency in Killamarsh by way of Council Tax Bill/Utility Bill/Bank Statement.

Hourly room hire rate includes tables and chairs but not table linen.

All payment should be made via bank transfer to

CORRESPONDENCE

All correspondence shall be addressed to the Parish Council Office, Stanley Street, Killamarsh S21 1EL.

Telephone: 0114 247 2260, Email: parish.office@killamarsh-pc.gov.uk

Killamarsh Parish Council

KPC 70 Internet Banking Policy

DETAILS OF POLICY	
Policy No	KPC 70
Policy Title	Internet Banking Policy
Committee/Working Party Responsible	Finance
Last Reviewed	n/a
Next Review Date	November 2024

The Policy

Background

The legislation reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 came into effect on the 12th of March 2014. The legislative Reform Order repeals the statutory requirement for 2 elected members to sign cheques and other orders for payment. The removal of this legal requirement enables Parish Councils to take an overall approach to how it controls its money as well as taking advantage of modern technology including internet banking.

The Parish Council acknowledges the need to maintain robust controls on payments as an integrated part of its overall financial control system and proposes an Internet Banking policy as part of its Financial Regulations.

Account Details

The Parish Council has a bank account with Unity Trust Bank which allows online payments. The Council also has a cheque book.

Cheques must be signed by two signatories and online payments must be authorised by two signatories on the account.

Councillors who are signatories are elected by the Finance Committee and reviewed regularly.

Procedure

- All orders for payments will be verified for accuracy by the Clerk / RFO.
- The RFO will operate the online account, set up payees, initiate online payment requests, set up or amend standing orders and make transfers between the Parish Councils accounts where applicable.

- A schedule of payments shall be prepared by the RFO, the schedule will include the details of each invoice.
- The invoices on the schedule will be input onto the banking system.
- The schedule payment will be sent to authorised signatories who will authorise the payments online. Councillors can request to see an invoice at any point.
- A monthly schedule of all payments will be prepared and shared with the Finance Committee for checking and approval.
- Where a payment is to be made by cheque, the cheque will continue to be signed by two authorised signatories, who will also initial the counterfoil.

Audit

- Finance Committee meetings are scheduled to take place on a bimonthly basis.
- At each meeting the Committee will check that the monthly bank reconciliation report balances to the bank statement for that period.
- The receipts and payments on the bank reconciliation will also be checked against the list of receipts and payments for that payment.
- The list of receipts and payments for each month will be checked and approved by the committee and invoices made available for checking should they be required.
- A list of direct debits and standing orders will be presented annually to the Finance committee for checking.

Insurance

The Parish Council will protect itself against fraud or similar under the Council's Fidelity Guarantee insurance policy.

DETAILS OF POLICY	
Policy No	KPC17
Policy Title	Allotment policy
Committee/Working Party Responsible	Environment & Climate Change Committee
Version	Amended November 2023
Adoption Date	
Details of Revisions	Amending clause 17 to state: Decisions relating to terminating a tenancy shall be approved by the Environment & Climate Change Committee.

The Policy

It is the policy of Killamarsh Parish Council (the Council) to seek to provide allotments to satisfy the requirements of residents of the village. They shall be let on an annual basis and provided that all conditions of tenancy have been adhered to and the Parish Council does not require the land for its own purposes, the sitting tenant shall have the first option on their existing plot for the following year. The Council will give 12 months' notice when a plot will cease to be available and will endeavour to find an alternate plot for the occupant. The year will run from April 1st to March 31st.

Where there are insufficient plots to satisfy all requests:

- No plot shall be let to any person who is not a resident within the village of Killamarsh.
- A waiting list shall be maintained.
- Not more than one plot shall be let per household.
- When a plot becomes available it may be re-let immediately, to the first person on the waiting list. If not let within a week it shall be offered down the list.
- If a plot is refused or there is no reply within the time frame above then the person will be moved to the bottom of the waiting list.
- Letting for a part year will incur a pro-rata annual payment.
- The offer of a plot to a tenant is on the basis that, if he/she agrees to take the tenancy, the plot will be let in the condition as seen.

TERMS AND CONDITIONS

1. The Council shall let to the Tenant for a period of one year to year an Allotment Garden at an agreed rent falling due on the seventh of April each year or the seventh day of first month after the commencement of the tenancy. Payment of the said yearly rent shall be paid to the Parish Clerk within 30 days of its due date. The tenant will be considered to be in breach of this provision if payment is not received within the prescribed period.
2. The tenancy is with the approved tenant only and shall not be transferable.
3. New and sitting tenants will be required annually to provide proof of identification (Drivers Licence, Passport, Utility Bill), to maintain an Allotment Garden.
4. The tenant shall not assign the tenancy nor sub-let or part with the possession of any part of the Allotment Garden.
5. Provided that all conditions of tenancy have been adhered to and the Council does not require the land for its own purposes, the sitting tenant shall have the first option on their existing plot for the following year.
6. The amount of the yearly rent shall be reviewed annually by the Council.
7. The Council shall pay all rates, taxes, dues or other assessments, which may at any time be levied or charged upon the Allotment Garden.
8. The Council reserves the right of access over all areas of the allotment gardens,
9. The tenancy may be terminated by the Parish Council serving on the other not less than twelve months written notice to quit expiring on or before the 6th day of April or on or after the 29th day of September in any year. The tenant may terminate the tenancy agreement with one month's written notice given. No rental refund will be given.
10. If the tenant shall have been in breach of any of the provisions of the Agreement for a period of one month or longer the Council may re-enter upon the Allotment Garden and the Tenancy shall thereupon come to an end but without prejudice to any right of the Council to claim damages for any such breach or to recover any rent already due before the time of such re-entry but remaining unpaid.

11. The tenant shall permit the inspection at all reasonable times of the Allotment Garden by any representative of the Council.
12. Following the receipt of any complaint against a tenant the Council will consider the complaint and if they consider the complaint justified, they will issue a written warning to the tenant and the tenant will be given a specified period of time, as set by the Council, to make good any situation, as detailed in the written warning. Failure to comply with the request(s) within the written warning or on any recurrence will be considered to be a breach of this provision.
13. On the termination of this tenancy the tenant shall be entitled to receive such compensation as is provided for by the Allotments Act 1908 to 1950 and any subsequent relevant legislation, but if the tenant shall have been paid or promised any compensation by any incoming tenant of the Allotment Garden the tenant shall, before claiming any compensation from the Council, give to it notice in writing of the matters in respect of which any such compensation has been paid or promised.
14. The tenant shall during the tenancy carry out the following obligations:
 - a) keep the Allotment Garden clean and in a good state of fertility and cultivation;
 - b) not cause a nuisance or annoyance to the owners or occupiers of land adjoining the Allotment Garden and no shrubs, bushes or trees shall be planted which deprive adjoining plots of adequate light;
 - c) not keep any animal in the allotment without the express consent of the Council;
 - d) dogs may be brought onto an Allotment Garden subject to the following conditions: they must be well-behaved; kept on a lead and under control at all times; not be left unattended; not be allowed onto another tenant's plot; dog waste must be cleared up immediately and removed from site;
 - e) except for buildings or structures which are reasonably necessary for the keeping of hens and rabbits referred to in (c) above and which may be subject to the tenant first obtaining planning permission, the tenant shall not erect a shed, greenhouse or other building or structure on the Allotment Garden without first obtaining the Council's written consent and if appropriate planning permission;
 - f) not fence the Allotment Garden without first obtaining the Council's written consent;
 - g) maintain and keep in repair the fences and gates forming part of the Allotment Garden;
 - h) trim and keep in decent order all hedges forming part of the Allotment Garden;
 - i) not plant any tree, shrub, hedge or bush without first obtaining the Council's written permission;
 - j) not cut, lop or fell any tree growing on the Allotment Garden without first obtaining the Council's written consent and if appropriate planning permission;
 - k) be responsible for ensuring that any person present in the Allotment Garden with or without the tenant's permission does not suffer personal injury or damage to his property;
 - l) not obstruct or permit the obstruction of any of the paths or roads which provide a means of access to and from the Allotment Garden or the Allotment Garden of another tenant.
 - m) given the proximity of residential properties, due consideration should be given when having bonfires at the allotment site. Bonfires are not to be left unattended at any time.
 - n) no structure or building shall be erected on the allotment without the consent of the Council in any event no structure greater than 2meters in height.
 - o) the tenant shall maintain in decent order all footpaths bordering the north and west sides of their plot and shall not obstruct or permit the obstruction of any of the paths on the Allotments set out for the use of the tenants of the Allotment Gardens;
 - p) the tenant shall cultivate the Allotment Garden for, and shall use it only for, the production of fruit, vegetables and flowers for domestic consumption and not for commercial purposes. No business or profit-making schemes or selling of produce from an Allotment Garden is allowed, unless sold by, and for the benefit of a charity;
 - q) any compost bin provided by Killamarsh Parish Council shall remain the property of the Parish Council and must remain with the allocated plot. Any tenant giving up their plot must not remove the compost bin, otherwise they will be invoiced for the cost of a replacement.
 - r) the tenant shall have at least ¼ of the Allotment Garden under cultivation of crops after 3 months and at least ¾ of the Allotment Garden under cultivation of crops after 12 months and thereafter. NB in winter months cultivation to include dug over and prepared for planting.
 - s) to prevent the growth and spread of Legionella keep water storage containers such as tanks and butts clean by emptying and scrubbing out once a year. Insulate them to reduce temperatures increasing in warm weather or paint them with a light colour to reflect the heat. Lids should be fitted to reduce the risk further and to avoid the risk of small animals drowning in open water containers.
15. The tenant shall observe additional rules that the Council may make or revise for regulation and management of the Allotment Garden and other allotment gardens let by the Council.
16. The tenancy may be terminated by the Council by service of one month's written notice on the tenant if:
 - a. the rent is in arrears for 40 days or;
 - b. three months after the commencement of the tenancy the tenant has not observed the rules referred to in clause 14; or
 - c. the tenant lives outside the PARISH OF KILLAMARSH
- 17. Decisions relating to terminating a tenancy shall be approved by the Environment & Climate Change Committee.**

18. On the termination of the tenancy, the tenant shall remove any shed, greenhouse or other building or structure erected in the Allotment Garden unless the Council agrees otherwise which shall be confirmed in writing to tenant.
19. Any written notice required by the tenancy shall be sufficiently served if sent by registered post to or left at the parties' address. Any notice to be served by the tenant shall be addressed to the Parish Clerk.

DETAILS OF POLICY	
Policy No	KPC7
Policy Title	Tree Management
Committee/Working Party Responsible	Environment Committee
Version	Amended November 2023
Adoption Date	
Details of Revisions	Amendments for consideration in red underline below - sections 2.1 and 7

The Policy

Killamarsh Parish Council has produced this policy to guide and influence all decisions affecting the management of trees and hedges within the village. The policy will dictate how the Parish Council manages the land within its jurisdiction and will guide landowners and residents when considering their trees and hedges. However, every landowner remains responsible for trees and hedges on their property and Killamarsh Parish Council, in enacting this policy, in no way accepts any liability for trees and hedges not on its property. If any aspect of this policy conflicts with statutory planning law or any aspect of common law or liability, the law takes precedence.

Trees are a highly valued feature of the parish of Killamarsh; they make an enormous contribution to the character and beauty of our landscape and create/maintain environments rich in biodiversity. Killamarsh Parish Council values its trees and recognises both the human and environmental benefits of having a healthy and sustainable tree population.

We also recognise that, although trees are a positive feature, they can be the cause of a range of problems from being a nuisance or inconvenience to potentially causing serious injury or even death. As a tree owner we have a direct responsibility for ensuring our trees do not pose a danger to the public or property and are managed appropriately.

This policy sets Killamarsh Parish Council's approach to tree management.

1. Trees on Killamarsh Parish owned/managed land.

Killamarsh Parish Council (The Council), working in partnership with North East Derbyshire District Council (NEDDC), help to ensure that the discretionary power to provide and maintain trees on open spaces and amenity land under the Open Space Act 1906. As such there is a responsibility to ensure trees within our ownership/management are maintained in a safe condition and not causing an unreasonable danger or actionable nuisance.

All enquiries regarding trees on Killamarsh Parish Council Land should be directed to **0114 2472260** or parish.office@killamarsh-pc.gov.uk

2.1. Inspection of trees

We work to a risk-based approach to tree management: a programme of inspection identifying and prioritising potential hazards. ~~As NEDDC carry out the inspections behalf of the Parish Council, Killamarsh Parish Council have adopted any NEDDC Corporate Tree Risk Strategy to tree inspection priorities.~~

Killamarsh Parish Council will consider the tree policies and priorities of Derbyshire County Council and North East Derbyshire District Council with regards to tree management.

2.2 Tree maintenance

Our tree maintenance work will be conducted as a result of information gathered during pro-active tree inspections. However, reactionary tree maintenance will always form a key element of overall tree maintenance operations and normally originates from the following:

- Programmed and routine inspections by a qualified tree inspector/consultant:

- Ad-hoc inspections by the North East Derbyshire District Council and Killamarsh Parish Council following enquiries, reports and service requests:
- Reports from residents:
- Enquiries from County, District and Parish Councillors:
- Reports from utility companies:
- Cyclic maintenance;
- Emergency works (e.g. resulting from high winds).

The following categories will be used when prioritising tree works:

Priority	Response
Priority 1: Urgent Public Safety	From within 24 hours to one week depending upon the risk.
Priority 2: Non-urgent but essential work	Between 1 to 6 months depending upon risk and time of year.
Priority 3: Desirable	12 months where possible.
Non-priority	No action proposed

4.1 Obstructing/Overhanging Tree Branches

We will undertake work to trees to allow safe use of footpaths and roads.

We will not prune trees that overhang neighbouring properties unless the trees are dangerous or causing an actionable nuisance (i.e. touching the walls, roofs, windows, gutters, garage etc). This will ensure that damage to property such as aerials, tiles or gutters avoided.

Adjacent Landowners do have a common law right to prune back tree branches to their boundary, providing that this would not lead to the tree death and proving that the tree in question is not prohibited by a Tree Preservation Order (TPO) or situated in a Conservation Area.

4.2. Shading and Loss of Light or view

Trees are often perceived to block light or views to nearby properties. However, pruning or removal of trees will have a negligible impact on the amount of light reaching a house or garden. Therefore, tree works to improve light levels will not normally be considered.

4.3. General/Minor Nuisances

We will not fell or prune trees solely to alleviate problems caused by natural and/or seasonal phenomena, which are largely outside of our control. There are a variety of potential nuisances associated with trees, most of which are minor or seasonal and considered to be normal and acceptable consequences of living near trees. Examples of such problems are:

- falling leaves, sap, blossom, fruit, nuts, bird and insect droppings:
- insects associated with trees (spiders, wasps, flies etc);
- reduction or increase of moisture to gardens;
- suckers or germinating seedlings in gardens:
- leaves falling into gutters, drains or onto flat roofs;
- the build-up of algae on fences, paths or other structures.

Clearing of leaves from gutters and pathways and weeding of set seeds are considered to be normal routine seasonal maintenance which property owners are expected to carry out.

4.4. Trees considered too big/too tall

We will not prune or fell a tree under council ownership/management because it is considered to be 'too big' or 'too tall' for its surroundings. Trees grow adaptively to support themselves in relation to their surroundings and the typical loads they can be expected to experience.

2. Damage and tree roots

Tree felling or branch pruning in response to root invasion in gardens would not normally be appropriate, as such works are likely to worsen existing problems. The pure encroachment of roots into adjoining land is not considered to amount to actionable nuisance.

2.1 Damage to walls and fences

It is often possible to rebuild or repair garden walls and fences to take account of adjacent trees. This can be achieved in a number of ways (for example installing a section of railing or bridging foundations around the base of a tree). Therefore where trees are considered to be causing damage to walls or fences, we will only consider removal if the walls or fence is irreplaceable and of exceptional importance e.g. a retaining wall, one of historical interest, or if there is a risk to public health in leaving the tree which cannot otherwise be mitigated. If a damaged wall or fence was constructed after planting of the tree, it may mean that the design or construction has failed to take the presence of nearby trees into account.

2.2 Damage to drains or water pipes

There is no evidence to suggest that the tree roots can actively penetrate an intact pipe or drain, but they can find their way into drains by any existing fault and increase damage. In these situations, the owner of the drain should seek to get the drain repaired at their own expense. Tree removal will not normally be considered.

2.3 Trip hazards

We will make safe an unacceptable trip hazard in a street, road or highway which is caused by a tree in our ownership/management.

2.4 Installation of drop kerbs

We will consider felling or pruning the roots of a tree under our ownership/management to allow the installation of a drop kerb. Each case will be considered on an individual basis.

3. Protected trees

3.1 Tree Preservation Orders (TPO's)

A TPO is a legal document made, administered and enforced by the local planning authority, to protect specified trees and woodlands with public amenity value. A TPO prevents cutting down, uprooting, topping, lopping, wilful damage or destruction of trees (including cutting roots) without permission.

Killamarsh Parish Council recognises its responsibilities in regard to its trees that are protected by TPOs.

3.2 Trees in Conservation Areas

It is an offence to cut down, prune, lop, top, uproot or wilfully damage or destroy a tree in a Conservation area without giving prior written notice to Killamarsh Parish Council who in turn will notify North East Derbyshire District Council.

The Parish Council recognises its obligations when undertaking works to trees in conservation areas.

4. Other factors constraining work to trees

4.1 Birds

Under the Wildlife & Conservation Act 1981 (as amended) it is an offence to kill, injure or take wild birds, their young, their eggs or nests. Non-urgent major tree work involving tree removal/reduction and hedge cutting operations should not normally be undertaken during bird nesting/breeding season. Which is considered to be from 1st March to 31st July.

4.2 Bats

Bats are a European Protected Species and are protected by the Conservation of Habitats and Species Regulations 2010 and the Wildlife & Countryside Act 1981 (as amended). Causing damage to a roosting/nesting site is a criminal offence which can lead to imprisonment. Trees displaying signs of roosting bats will be referred to an Ecologist before any work commences. Any tree supporting roosting bats will not be worked on until Natural England is consulted.

4.3 Restrictive Covenants

Occasionally, restrictive covenants attached to be deeds for a property may restrict what work can be undertaken to trees.

5. Vandalism and damage to council owned/managed trees

Vandalism is an increasing pressure on trees. Usually it is young newly planted trees that are damaged; however, mature trees are often damaged too. There are various ways in which vandalism can be counteracted, but none of these is 100% effective against determined attack.

The main methods of deterring vandals are to plant large numbers of very young trees, known as whips, or to plant larger robust trees depending on the site. Another method is to put guards or fencing around trees, but these have to be large enough and strong enough to offer real protection.

This latter approach tends to be the most expensive method and only appropriate in very high profile positions. In the long run, increasing environmental awareness within schools and communities should help reduce vandalism. There are cases where trees we own/manage have been irrevocably damaged or removed without permission. We will investigate any reports of vandalism/damage to trees in our ownership/management, and try to repair any damage where we can.

Where possible, legal action against the person(s) causing damage will be taken.

6. Biosecurity/Post & Epidemic Management

Biosecurity is a set of precautions that aim to prevent the spread of pests, pathogens or invasive species. The threat to trees from these has never been greater. We will undertake to follow best practice and specific advice which is regularly published by the Forestry Commission.

7. Tree pruning techniques and who carries out the work

Killamarsh Parish Council will seek to ensure that tree works are carried out to the highest standards. We will work with North East Derbyshire District Council (NEDDC) **and other appropriately qualified tree surgeons and consultants** to ensure that pruning conserves the overall amenity value, form and shape of the tree. All tree works must be carried out in accordance with British Standard 3998 – Recommendations for Tree Work. Particular pruning specifications may or may not be appropriate for trees of different ages, species, health and condition, or even between trees of the same species depending on their condition, age and environment. Clear and acceptable pruning objectives are necessary in advance of approval of a pruning specification.

7.1 Stump Grinding

Stump Grinding is the practice of removing a tree stump to below ground level by mechanical means. Stump grinding will be carried out where necessary to enable new trees to be planted or to remove a significant hazard. Where stump removal is not necessary, tree stumps will be removed to ground level so as not to leave a trip hazard.

8. Damage Caused by Trees

8.1 Direct damage to property

Tree roots, stems and branches get thicker each year via a process called secondary thickening. Over time as they increase in size, they can disrupt or distort adjacent structures and surfaces. This is generally limited to 'lightly loaded' structures such as low walls, fences and paving. Trees generally deflect around more 'heavily loaded' such as houses. In such circumstances alternatives to tree removal will be explored (i.e. engineering solutions). The asset value of the tree will be considered against the cost of alternatives. (i.e. applying the CAVAT (Capital Asset Valuation of Amenity Trees) system of evaluation. We would look to NEDDC to advise in this.

8.2 Indirect damage to property (Subsidence)

Incidents of subsidence related damage involving Council owned/managed trees may be rare; however there may be areas of shrinkable clay soil within the Parish.

Throughout the growing season, as part of the growth process, trees extract water from the soil and release it into the atmosphere. On highly shrinkable clay soils this can result in soil shrinkage or movement which, in specific circumstances, can lead to the differential movement of structures with the potential for damage. Such soil movement can also be attributable to a wide range of other factors including the climate, surface vegetation such as grass or shrubs, drainage issues and other factors linked to the design and installation of the structure/building. Careful analysis of a range of evidence is required to determine the cause on the balance of probabilities. As set out in the accepted national guidance document 'Subsidence of Low Rise Buildings' (Institution of Structural Engineers 2000) other potential influencing factors should be eliminated before the assumption is made that trees are the cause of structural movement. Recent case law has helped to clarify the court's perspective on this issue and set out that alternative solutions to tree removal should be considered; and also clarified how tree owners should proactively manage the risk from trees on clay soils.

The Council will review its land holdings where there have been successful claims of damage and review if there are trees in this area which are likely to post a 'real risk' and will take appropriate action, in partnership with NEDDC and others where necessary.

8.3 Subsidence

While we recognise our responsibilities for the trees in our ownership/management, we will expect any claim against our own trees to be supported by sufficient evidence to show that the tree in question is a contributory factor in the subsidence. Where this evidence is provided, we will obtain expert specialist advice to verify submitted evidence as necessary. We will therefore require the following information in order to consider a claim associated with tree related subsidence:

- description of type of damage;
- indication of seasonal movement;
- levels and distortion survey;
- visual evidence of damage;
- depth of foundations demonstrated from excavation trial holes;
- analysis of soil type under foundation;
- presence and identification of tree roots.

We will not normally subject our trees to regular heavy pruning to deal with suspected damage. Instead we will where feasible opt for removal and replacement planting with an alternative species that is less likely to cause future problems.

8.4 Heave

When a tree is removed in a clay sub-soil, the soil will rehydrate and swell in volume. The expansion may lift the foundations and cause cracking to the property. This is known as 'heave'. This is more likely to occur if the removed tree was mature and had a high water demand such as an oak tree. No liability, at present, falls upon a local authority for damage due to heave resulting from tree removal where this is requested by a third party.

8.5 Insurance Claims

Where trees are alleged to have caused direct or indirect damage to property and a formal claim is submitted the matter will be referred to the Council's insurers.

Members of the public who are concerned about tree related subsidence are advised to contact their insurers.

9. Protection and Enforcement

The Council, working with NEDDC, will adopt a robust approach to damage to its property. Where council owned/managed trees are felled or damaged without prior consent, the matter will be referred to the police. Civil action will be considered to recover compensation for the loss of the tree and/or any remedial works, including replanting with a suitable replacement, and aftercare. Accepted tree valuation methods will be applied, where appropriate, to establish a monetary value of the tree/s. Officer time investigating damage may also be incorporated in any claim.

The Council will also consider the use of Tree Preservation Orders in conjunction with the Local Planning Authority to increase the legal protection afforded to specific trees or woodlands which are considered to be under threat. Where damage is caused to a tree which is protected by a Tree Preservation Order, the Council will consider prosecution.

10. Tree Planting

The principle aim of new planting will be to maintain and increase tree cover within the district and to achieve a robust and diverse tree population, well suited to the planting location and able to meet the challenges of a changing climate and pests and disease, whilst maximising amenity, biodiversity and other tree related benefits.

All new tree planting will utilise high quality, disease free planting stock from reputable suppliers grown to British Standard 3936.

Planting will be undertaken following the principles set out in the British Standard 8545 (2014) Trees: From Nursery to Independence in the Landscape – Recommendations.

The ultimate aim will be a robust tree stock of varied age distribution and a wide range of appropriate

species and generic material.

The Council working with NEDDC, will explore options relating to the provenance of trees (both in terms of origin of seed and all parts of the growing process) and will look for opportunities to support those suppliers who grow high quality, disease free trees which are likely to be suitable for the future. This will help to reduce risks associated with the importation of trees and soil which are a significant source of pests and disease which threaten UK trees.

The Council and NEDDC will investigate the potential to source trees which meet this criterion and will support and work with those suppliers who can help achieve this goal.

Trees will be selected which will be specifically suited to their location for the long term and will minimise future conflicts.

There will be an overriding bias towards the planting of larger species of tree which provide correspondingly greater benefits. However, smaller species will be considered where appropriate, including the potential creation of community orchards where there is local support and suitable sites available.

The Council is committed to replanting trees following a tree removal. Wherever possible at least one replacement tree will be planted for each tree removed. Where, due to location or other issue this is not appropriate.

11. Aftercare

Good aftercare for 2-3 years after planting is essential to ensure that the investment in trees is not wasted; this is particularly true for larger 'standard' trees. Aftercare of trees can be time consuming and expensive.

The Council will actively seek to involve the local community to help with watering and aftercare of newly planted trees (also giving them a vested interest in the future health of the tree). The Parish Council's employees will be asked to undertake the required watering of the newly planted trees. However, in certain circumstances, a contractor will also be considered to be employed to water trees on a regular basis. The Council will seek to plant tree stock, where possible, which has a lower aftercare requirement, increasing the cost effectiveness of planting schemes.

12. Non-covered Works

If action on any tree is required by a member of the public which is not covered by our policy, then the householder or organisation must apply for Tree Protection Order consent. If appropriate North East Derbyshire District Council will supply the Parish Council with a copy of the application and any subsequent permission. If the tree is not covered by a Tree Protection Order then permission must be given in writing by the Parish Council. If permission is granted for the work the applicant must obtain quotations from contractors approved by the Parish Council and arrange for the works to be carried out at their own expense. All works, when completed, will be inspected by the Parish Council.

Parish Clerk

From: [REDACTED]
Sent: 10 November 2023 14:30
To: Parish Clerk
Subject: Hi

Hello there I am writing as you requested to ask the council if they would consider doing for Killamarsh miners what Eckington has done by way of remembering the few who are still with us and the many who have passed. I would ask that any of you who have not seen the memorial in Eckington to go and take a look. It is a very fitting tribute to all who worked in the mining industry. We already have a pit tub in place so to add to that the pillars that hold miners names and the pits they worked at is a tribute to all of them. Long before all the steel works that opened in the sixties Killamarsh was built and thrived and grew on three pits, Norwood, Westhorpe and the very last pit in our village with the very last miners, that was High Moor. As next year will be the thirtieth anniversary of High Moor closing I think it appropriate we mark the occasion with some kind of memorial to the few miners that are left and all those that have passed. Where the pit tub is situated by the side of the new sports centre is a very suitable area where not only visitors to the sports centre can look at it but children going to the play area may take an interest. I'm sure that families with men who worked at these pits would, like me give their support by purchasing the name plaques and show their pride in our villages history. Please give this project your support as with time the history and heritage of Killamarsh will soon be forgotten as more and more people from outside the village come to live here. I'm sure that many families who like me have lived here all their lives want our miners to be remembered. Please help before its to late and our past is totally forgotten.

Yours faithfully
[REDACTED]