



# Killamarsh Parish Council

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To: **All Members of Killamarsh Parish Council Environment and Climate Change Committee**

You are Hereby Summoned to attend a meeting of the Parish Council to be held on WEDNESDAY 7th August 2024 at 6:30 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 Chair's opening announcements.

**2 Apologies for Absence**

- To note apologies for absence given to the Clerk prior to the meeting.

**3 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.

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.

**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 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.

**6 Minutes from the previous meeting**

a) To approve the draft minutes of the meeting held on 12th June 2024.  
b) To receive an update on any ongoing issues not covered as an agenda item.

**7 Policies**

a) To consider and approve any amendments needed to the KPC22 Playground Management Policy (attached).

b) To consider and approve any amendments needed to the KPC40 Memorial Dedication Policy (attached).

- 8 Health & Safety**  
- To consider and approve any amendments needed to the DRAFT Playground Risk Assessment (attached).
- 9 Litter & Dog Bins**  
- To consider and approve a request from a resident to install a dog bin at the bottom of Ashley Lane by the sign post leading to the path.
- 10 Village Green**  
- To consider and approve the installation of some additional planters or trees at the Village Green to help prevent parking.
- 11 Climate Change**  
- To consider a request regarding a NALC and SLCC campaign about lithium batteries from Ron Bailey who is the researcher for Lord (Don) Foster, who has been campaigning on this issue in the House of Lords. Ron is also the parliamentary advisor to Electrical Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity.
- The request has gone out to all local government associations and further details are attached.
- 12 Parish Council Land**  
- To consider and approve any action needed with regards to a parcel of land belonging to Killamarsh Parish Council that is adjacent to Ebenezer Gospel Hall (report attached).
- 13 Birchlands**  
- To discuss the natural borders around Birchlands Park and decide on any required action following requests from two residents.
- 14 Allotments**  
- To discuss the recent site visit by the Committee and agree any necessary action.
- 15 Items for discussion for a future agenda**  
- To notify the Clerk of any matters for inclusion on the agenda for future meetings.
- 16 Date of the Next Council Meeting**  
- Wednesday 16th October 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](mailto:parish.office@killamarsh-pc.gov.uk)) in advance of the meeting which will be read out under the public participation session.

Item ba



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## MINUTES OF THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE HELD ON WEDNESDAY 12 JUNE 2024

Those present :

Chair : Cllr W Tinley

Vice-Chair : Cllr H Laws

Councillors : Cllr S Clough, Cllr C Lacey, Cllr J Sherman

Officers : Mrs J France, Miss H Johnson

### ENV249 Appointment of a Chair

Cllr C Lacey nominated Cllr Tinley and Cllr Sherman seconded the nomination. All councillors in favour.

**RESOLVED: Cllr Tinley is elected Chair of the Environment and Climate Change Committee.**

### ENV250 Appointment of a Vice Chair

Cllr C Lacey nominated Cllr Laws and Cllr Tinley seconded the nomination.

**RESOLVED: Cllr Laws is elected as Vice Chair of the Environment and Climate Change Committee.**

### ENV251 Chair's Announcements

The Chair welcomed everyone to the meeting.

### ENV252 Apologies for Absence

Apologies were received from Cllr J Windle.

### ENV253 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.

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.

### ENV254 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.

No members of the public wished to speak.

**ENV255 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 allotment update report from the site visit in Item 8b is discussed in closed session due to personal details.**

**ENV256 Minutes from the previous meeting**

a) To approve the draft minutes of the meeting held on 10th April 2024.

**RESOLVED: That the minutes of the meeting held on 10th April 2024 are a true and accurate record.**

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

**Allotments**

The site visit was discussed in closed session and appropriate action was agreed.

**Birchlands**

The Deputy Clerk provided an update that the office are still waiting for a quote after a site visit with the a contractor to install a tarmac surface for the basketball net as the supplier of the football and basketball nets do not install. The Deputy Clerk suggested the football goalposts could be purchased and installed separately while the office awaits the tarmac surfacing quotation for the basketball net.

A member of the public raised concern for how the installation of this equipment could bring further parking issues. Cllr Clough advised that any parking issues could be reported to the Derbyshire County Council parking enforcement team.

**Hedgehog Highways**

An update was given that the Hedgehog Highways bundle had arrived and the office had received a response from two schools with interest in taking part. The Deputy Clerk asked if any councillors wished to deliver these to the schools. Cllr Tinley and Cllr C Lacey said they would like to attend when a date is confirmed.

**RESOLVED: The office to contact the schools to arrange a date and time for the visit.**

**Precinct**

The Deputy Clerk mentioned that there are two trees in the precinct which are dead or dying and that these have been reported to the landowner representative, who confirmed they would address the issue.

**ENV257 Budget**

- To consider the spending priorities for 2024/25 in line with the allocated budget.

The Deputy Clerk discussed the available budget and it was agreed that grant funding would need to be sought for projects such as playground equipment at Birchlands and a new playground at Highmoor.

**RESOLVED: That the project spending priorities for 2024/25 are the CCTV (partially grant funded), the Village Green planters, a tree survey, a notice board at Norwood and the entrance path installation at Belkline Park.**

**ENV258 NEDDC: Streetscene Review**

- To consider any areas in Killamarsh that would benefit from additional cleaning by the NEDDC Streetscene team.

Cllr C Lacey said that litter picking checks on gennels require more attention. Cllr C Lacey also asked the office to report/check the current state of footpath 83/24 around Church View as it appears to be in a mess. All councillors agreed that more regular checks on highway gully cleaning along with graffiti removal and staffing levels require more attention from NEDDC.

**RESOLVED: To respond to NEDDC on the discussed areas for more attention and for the office to report footpath 83/84 to Derbyshire County Council.**

**ENV259 Bus Shelters**

- To consider and approve the installation in bus shelters of mental health messaging posters from Derbyshire County Council.

**RESOLVED: The installation of mental health messaging posters from Derbyshire County Council are approved.**

**ENV260 Signage**

- To consider the installation of signage at the Memorial Gardens and the Village Green to more clearly designate them as community spaces.

Councillors agreed a simple plaque for the gate at the Memorial Gardens would be suitable. Cllr Laws mentioned installing a historic information plaque in the future.

**RESOLVED: That the office obtain quotes for a Village Green and historic information sign and that a Memorial Gardens sign is approved up to a budget of £150.**

**ENV261 High Moor**

- To consider the installation of a carved wooden memorial to High Moor Colliery at the request of the resident that has created it (photo attached). NB. There is already a memorial plaque at High Moor for the colliery that was recently unveiled by the Heritage Society.

Cllr Clough questioned if this should be sent to Killamarsh Heritage Society for consideration as they have recently unveiled a memorial plaque at High Moor for the colliery. All councillors agreed.

**RESOLVED: That the office contact the resident to inform them this will be passed to Killamarsh Heritage Society for consideration.**

**ENV262 Birchlands**

- To consider a request from a resident to remove or significantly trim back a hedge at Birchlands that is infringing on his property as he would like to install a fence on his border (photos attached).

The resident, who attended the meeting, stated he had attempted to significantly trim the hedge back a few years ago, but was requested not to throw the cuttings onto the park as it could be a health and safety risk. Cllr Tinley mentioned the possibility of disturbance to wildlife if the hedge was completely removed. All councillors agreed that if the hedge was removed in the future, something smaller should be put back in place for the wildlife and the hedge should be significantly trimmed in the meantime to allow the resident to install the fence.

**RESOLVED: That the office ask the grounds maintenance contractor to trim back the overgrown hedge.**

**ENV263 Items for discussion for a future agenda**

- Biodiversity/Climate Change talk from NEDDC officer
- Climate Change Policy
- Flood Strategy

**ENV264 Date of the Next Council Meeting**

- Wednesday 7th August 2024.

The meeting closed at 8:02pm.



## Item 6b - Update Report

<b>TO:</b>	Members of the Environment & Climate Change Committee
<b>DATE:</b>	7 <sup>th</sup> August 2024
<b>SUBJECT:</b>	Information about ongoing issues not included on the agenda
<b>REPORT AUTHOR:</b>	Judy France, Deputy Parish Clerk

### **Information about ongoing issues not included on the agenda**

**Purpose of Report:** To update members with information about ongoing issues not included on the agenda

#### **Allotments**

Two allotment tenants at Belk Lane have recently tendered their resignation and both plots will be ready to re-let on the 1<sup>st</sup> September.

#### **Birchlands**

The Deputy Clerk has met with the contractor onsite to confirm the route of the path at the entrance to the playground and the installation will take place shortly. It will involve relocating a litter bin which is next to the playground entrance.

#### **Hedgehog Highways**

They have been delivered to schools and there is a short article in the upcoming Parish Council Newsletter.

#### **Norwood**

Approval has been received from DCC to install the noticeboard at the Sandwich junction roundabout and a noticeboard has been ordered and delivered. We are waiting for an installation date from the contractor.

#### **Precinct**

For information the Christmas tree in the Precinct that was planted by the Parish Council has had the top part removed during an incident of anti-social behaviour.

#### **St Giles Churchyard, Killamarsh**

A meeting was held in Killamarsh Community Hub on 27<sup>th</sup> July to discuss the closed churchyard and the formation of a group of volunteers to do some work to improve it. Fifteen people were in attendance including Cllrs Laws, Clough, Tinley and Sherman and members of Killamarsh Conservation Group. The meeting was very positive and a further meet up is planned at the churchyard on 30<sup>th</sup> July. The group would like to meet with NEDDC to clarify what level of work they would be able to undertake and what support NEDDC can offer to the group.

#### **Tree Survey**

Outline trees will be doing a survey of trees on Parish Council land week beginning 12<sup>th</sup> August. If any councillors would like to go around the sites with the surveyor, please let the office know.

#### **Village Green**

The six wooden planters have been installed and no parking signs have been attached to them.



Item 7a



**Killamarsh Parish Council**  
**KPC 22 Playground Management Policy**

DETAILS OF POLICY	
Policy No	KPC22
Policy Title	Playground Management Policy
Committee/Working Party Responsible	Environment & Climate Change Committee
Adoption Date	August 2024
Review Date	2026

**The Policy**

**1. INTRODUCTION**

The Council is responsible for managing play equipment at three sites:

- Belkane Drive
- Norwood Place
- Birchlands Park
- ~~Killamarsh Sports Centre~~

Commented [DC1]: Delete sports centre

Maintenance inspections are carried out monthly by NEDDC on behalf of Killamarsh Parish Council and an independent full inspection is carried out annually. Reactive inspections based on complaints, requests and reports received by the Council are also carried out. Inspection and maintenance activities are carried out to ensure play areas are safe for people using them. They also ensure timely maintenance to minimise major maintenance issues and replacement costs for equipment.

**2. TYPES OF INSPECTION**

- Visual and Maintenance Inspections  
The Council employs Handy Persons, a part of whose role is to carry out weekly visual and maintenance inspections. The inspections will identify obvious hazards and defects and other useful information about the condition of equipment and site. Any issues identified will be reported to Killamarsh Parish Office who will take the appropriate action to rectify.
- Reactive Inspections  
The Clerk will respond to complaints, requests and reports received regarding play equipment from members of the public.
- Independent Full Inspections  
There will be annual inspection carried out by an independent accredited playground inspector. (*I.P.I. - Independent Playground Inspection*) on behalf of Killamarsh Parish Council. Their appointment is reviewed annually by NEDDC. The annual inspection will be sent to the Clerk who will disseminate to the Environment & Climate Change Committee.
- Records  
Monthly inspections are recorded on an inspection checklist (a sample is attached at Appendix 1) which covers each site and the equipment. The completed forms are submitted by NEDDC and reviewed by the Clerk and filed. Any highlighted defects will be brought to the attention of the Council along with any associated repair costs.

**3. RESPONSIBILITIES**

- 1) Parish Council
  - Appoint a person to be responsible for weekly inspections (Handy Persons).

- Ensure the Handy Persons carrying out the inspections are suitably trained (Line Manager).
- Ensure all types of inspections are taking place, reports are filed and identified actions are undertaken in appropriate timeframe.
- Approve spending on remedial actions.
- Delegate authority to the Clerk to undertake actions to resolve urgent/and or high risk issues where such action is required before the next meeting.

#### 2) Clerk

- Review the weekly inspection checklist completed by the Handy Persons and monthly by NEDDC
- File all inspection records.
- Ensure monthly inspection checklists and annual playground inspections are retained for 21 years.
- Instruct the Handy Persons to perform minor maintenance where appropriate.
- Engage a registered playground maintenance company to perform all (other than minor) maintenance repair works.
- Instigate action to resolve urgent and/or high-risk issues identified in inspections where such action is required before the next Full Council Meeting.
- Report any issues and actions to the Environment & Climate Change Committee.

#### 3) **Handy Persons (Playground Inspectors)**

- Perform weekly inspections according to the agreed schedule, including an overall site visual inspection.
- Complete inspection reports and files with the Clerk.
- Inform the Clerk as soon as an inspection is completed.
- Notify the Clerk as a matter of urgency of any dangerous equipment or in the event the office is closed take steps to isolate the dangerous equipment with temporary barriers or barricades.
- Perform minor remedial works where appropriate.
- Attend training commensurate with the role.

#### 4) **ACCIDENTS, ENQUIRIES AND CLAIMS**

Killamarsh Parish Council will record all accidents and enquiries relating to the play areas and facilities within them. The Council must ensure records are able to identify a clear chain of information from the inspection, the associated risk, details of works and repairs carried out and any information related to an accident or enquiry. This information will enable the Council to defend itself against claims and be an effective management tool for future improvements.

#### 5) **RISK ASSESSMENT**

##### Killamarsh Parish Council Play Area Management Policy Document – Risk Assessment.

The purpose of the document is to:

- Assess the risks related to play area.
- Provide a formal way for the Parish Council to identify and be notified of potentially dangerous equipment within the play area.
- Ensure the Council has sufficient information to make decisions on play equipment condition.
- Ensure that play equipment damage can be detected in a reasonable time.
- Ensure that potentially dangerous equipment is properly dealt with and appropriate action taken.

Control measures are then applied to any significant risks where the remaining residual risks are re-scored to ensure all are suitably managed and controlled.

Specimen Risk Assessment is available in Appendix 2.

**Related legislation**

There is no specific legislation on play safety. However, the key legislation is the:

- Health and Safety at Work Act 1974 and appropriate updates.
- Occupiers Liability Act 1957 and 1984.
- Management of Health and Safety at Work Regulations 1999 (Management Regulations).
- Reporting of injuries, diseases and dangerous occurrences regulations 1995
- Personal Protective Equipment at Work Regulations 1992.
- Consumer Protection Act 1987.
- Children Act 1989.
- RIDDOR 2013.
- Control of Substances Hazardous to Health Regulations 2002 (COSHH).
- Control of Pesticides Regulations 1986.
- Environmental Protection Act 1990.

**Appendix 1**

Version 1: August 2024

**4. Playground Checklist example**

Date:..... Signed:.....

Date	Site 1	Site 2	Site 3	Any issues or defects	Issues reported

This is only an example and local conditions may require a different format.

**Appendix 2**

Version 1: August 2024

**5. Risk Assessment example**

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done

This is only an example and local conditions may require a different format.

**Killamarsh Parish Council**  
**KPC 40 Memorial Dedication Policy**

DETAILS OF POLICY	
Policy No	KPC40
Policy Title	Memorial dedication policy
Committee/Working Party Responsible	Environment & Climate Change Committee
Last Reviewed	August 2024
Next Review Date	2026

### The Policy

Killamarsh Parish Council recognises the need to allow memorial benches, trees and shrubs on land in its ownership or care. The Council will ensure that the issue is managed and regulated for the mutual benefit of all. The policy will be regularly reviewed and proposed amendments shall be submitted to the Council for approval. This policy will be made available to the general public and all applicants for memorial benches, trees and shrubs will be issued with a copy.

The policy will also ensure that only memorial benches, trees and shrubs are erected which are instigated by the next of kin, executor or an organisation with the permission of the next of kin and that benches have a common appearance, style and size which are appropriate for that location and will not cause offence to others.

The policy will establish responsibility for maintenance, repair and replacement. The Council, through this policy, will endeavour to always offer the highest standard of service in undertaking its management and regulatory responsibility.

#### 1. LOCATION

Land in the ownership of the Council is limited to Killamarsh Cemetery, Memorial Gardens, Westthorpe Village Green, [Belkline Park](#), [Birchlands Park](#) and Linear Park.

#### Other Land

Where the proposed site is on or near the road and subject to a licence from DCC/NEDDC or another highways authority, the Parish Council is prepared to consider to approve an installation of (or adopting) a bench where this is necessary to comply with the appropriate licence. The Parish Council will not accept any responsibility for benches placed on private land.

The planting of Memorial trees and shrubs will only be carried out between November and February to ensure the most efficient growing conditions.

#### 2. MEMORIALS

The Council will limit the number of memorial benches so that they shall not detract from their prime purpose. Benches should be placed where they contribute to the street scene, but must not cause an obstruction to the footway. New benches must match existing seat styles and materials and be in a style that suits the area. The Council reserves the right to refuse applications on this basis.

Subject to there being a suitable location, Killamarsh Parish Council can offer the following memorials:

- Memorial tree with or without a plaque
- Memorial shrub with or without a plaque

- Memorial bench with plaque
- Memorial plaque on an existing bench (only one plaque per bench)
- Plaques

The Council shall specify the type of benches, trees and shrubs to be installed/planted to be in keeping with the intended location. Plaques shall be no larger than 20cm x 6cm.

### **3. MEMORIAL DEDICATION PERIOD**

The bench is to be donated to the Parish for its lifetime. The bench will be removed by the Council and not be replaced when it is unsafe and beyond economical repair.

### **4. INSCRIPTIONS FOR BOTH BENCH & TREE PLAQUES**

Memorial plaques shall be affixed in the centre of the upper most lath/slat of the back of the bench. In the case of trees and shrubs plaques shall be secured by a central pointed fixing.

The wording on the plaque must be approved by the Environment & Climate Change Committee of the Parish Council.

### **5. PROCESS**

Once an application has been received and location agreed by the Environment & Climate Change Committee, the Parish Council Officers shall arrange for the purchase and planting/installation of the preferred memorial.

The Council accepts no liability for damage to any memorial benches, trees or shrubs from vandals, third parties or whilst the Council, or any third party on behalf of the Council, carries out routine maintenance.

The Council will not grant applications for memorial benches to pets.

Please be mindful that the bench will become the responsibility of the Parish Council and it must be available for people to sit on. Flowers, soft toys or memorials of any kind must not be attached to the bench at any time. These shall be removed without reference to the original applicant.

### **6. PAYMENT**

The application form should be signed by the donor and paid prior to installation. Cheques should be made payable to Killamarsh Parish Council. Payment can be arranged by bank transfer if the donor so wishes.

Where the bench is installed under the terms of licence from DCC/NEDDC or another authority, the donor will be responsible for any additional costs.

### **7. CONDITIONS**

The Council reserves the right to plant trees, install benches or place memorial plaques in the most suitable place, but will where appropriate accommodate requests.

Once planted/installed, the tree/shrub/bench cannot be repositioned.

The Council will maintain responsibility for the memorial and associated plaque during its lifespan. This will include any preservation, treatment and minor repair works.

**KILLAMARSH PARISH COUNCIL MEMORIAL DEDICATION APPLICATION FORM**

Subject to there being a suitable location, Killamarsh Parish Council can offer the following Memorials:

- Memorial tree with or without a plaque
- Memorial shrub with or without a plaque
- Memorial bench with plaque
- Memorial plaque on an existing bench

Applicant Name	
Applicant Address	
Applicant Telephone No	
Applicant Email	

The Council shall specify the type of benches, trees and shrubs to be installed/ planted to be in keeping with the intended location.

	<b>Cost</b>	<b>Quantity</b>
Bench	POA	
Tree	POA	
Shrub	POA	
Bronze Plaque 20cm x 6cm, supplied and fitted	POA	
Additional lineage, subject to conditions	POA	

All memorials are the responsibility of the Council for the duration of their lifespan. Following this time, the bench will be removed and any memorial plaques shall be retained and may be collected by the applicant.

Cheques should be made payable to Killamarsh Parish Council. Payment can be arranged by bank transfer if the donor so wishes.

<b>Dedication Details</b>

<b>Location Details</b>	
1 <sup>st</sup> Preference	
2 <sup>nd</sup> Preference	
3 <sup>rd</sup> Preference	

We cannot guarantee your first preference location.

Killamarsh Parish Council cannot be held responsible for loss or damage to the Memorial Dedication once it is in place.

Signed..... Date.....

Office Use Only

Date application received	
Application reference number	
Payment received in full	Yes / No
Date of Environment Committee	
Date of FPC meeting	
Minute number of resolution	
Approved	Yes / No
Memorial ordered	
Memorial installed	



Item 8

Location/Dept: Killamarsh Parish Council		Date Assessed:		Assessed by:		
Task/ Activity: Playgrounds		Review Date:				
Hazard	Risk to persons	Controls in place	Severity (1-5)	Likelihood (1-5)	Risk/ Priority	Additional controls required
Play equipment	Injury from accidental falls, misuse or faulty/unsafe equipment	<ul style="list-style-type: none"> <li>Equipment sourced and checked to ensure it meets safety standards.</li> <li>Weekly visual inspection by the Handy Person</li> <li>Monthly inspection by NEDDC</li> <li>Annual inspection by independent contractor</li> <li>Signage re. age restrictions and that children must be supervised at all times.</li> </ul>	3	1	3	
Surfacing	Trips and falls through uneven or inadequate surfacing	<ul style="list-style-type: none"> <li>Appropriate safety surfacing installed</li> <li>Regular inspections as above</li> <li>Grass and vegetation regularly maintained</li> </ul>	2	1	2	
Litter e.g. glass	Cuts or contamination	<ul style="list-style-type: none"> <li>Litter bins provided and regularly emptied</li> <li>Bins checked daily by Handy Person</li> </ul>	2	2	4	
Dogs	Dog fouling, dog bites	<ul style="list-style-type: none"> <li>'No dog' notices installed</li> <li>Area checked and cleaned daily by Handy Person</li> </ul>	2	2	4	
Fencing and gates	Children escaping, animals having access, finger entrapment	<ul style="list-style-type: none"> <li>Safety gates installed where possible</li> <li>Rubber buffers on entrances</li> <li>Regular inspections of perimeter as above</li> </ul>	2	2	2	<ul style="list-style-type: none"> <li>Consider installing safety gates where not in place</li> </ul>

		<ul style="list-style-type: none"> <li>• Signage to say children must be supervised at all times.</li> </ul>					
Lack of security	Anti-social behaviour	<ul style="list-style-type: none"> <li>• Daily checks by Handy Person</li> <li>• Report any issues to police</li> </ul>	2	3	6		<ul style="list-style-type: none"> <li>• Consider installation of CCTV</li> </ul>
Contractors at work	Public injury	<ul style="list-style-type: none"> <li>• Signage and barriers erected.</li> <li>• Secure the area</li> </ul>	3	1	3		

## Risk/Priority Indicator Key

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

Likelihood
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

RISK / PRIORITY INDICATOR MATRIX					
LIKELIHOOD	SEVERITY (CONSEQUENCE)				
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5

Summary	Suggested Timeframe
12-25 High	As soon as possible
6-11 Medium	Within next 3-6 months
1-5 Low	Whenever viable to do so

Item 11

Dear Local Council

### **NALC & SLCC SUPPORT CAMPAIGN**

You may recall I emailed you a few weeks ago (see email below) regarding our campaign on the safety of lithium-ion batteries and their disposal. Many Local Councils responded to support – but very many more felt they had to wait until after the election.

I totally understand those feelings, so now I am writing again to seek your support. We will be introducing the Bill in the new Parliament as soon as possible.

I attach the latest list of logos in support and you will see that it includes the National Association of Local Councils and the Society of Local Council Clerks, as well as most county fire and rescue services (+ the National Fire Chiefs Council).

Many Councils asked me what support entailed and I am sorry for not explaining properly. It is as much or as little as you like. The only 'definite' is that you write telling me you support the campaign. So its not at all onerous.

After that it is up to you: you may wish to put up a poster; or an article in your magazine or on your website. We may ask you to write to your MP. But, as I said, its all up to you.

I look forward to hearing from you.

All the best

Ron

PS a number of Councils pointed out that I had the wrong email address, or that the clerk had changed. I have been through my list of 10,000 addresses making alterations – but if I have missed any please accept my apologies.

Dear Local Council

I am writing to ask your Council to support our campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal.

Let me begin by introducing myself. I am the researcher for Lord (Don) Foster (hence my email address), who has been campaigning on this issue in the House of Lords. I am also the parliamentary advisor to Electrical Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity.

As you will probably know lithium battery fires are on the increase – there have been over 1000 in the past few years, nearly 200 injuries and a dozen fatalities. Homes have been destroyed. The cost to the UK runs into £billions. You will doubtless know of examples in your area. I attach a spreadsheet of some recent fires – as you will see there have been some in your area.

Lord Foster and Electrical Safety First are promoting the attached Bill (a summary of which is included at the end of this email) to ensure greater safety in the use and

disposal of lithium batteries and are aiming to get it into law as soon as possible. It has its First Reading on 5th June.

We have the support of many national organisations, as the attached logos show – including the National Fire Chiefs Council, the Association of Ambulance Chief Executives, the Royal Society for the Prevention of Accidents and the Royal Society for Public Health. In addition 2 coroners have called for the law to be tightened to ensure greater safety.

We are now contacting more locally based organisations, and it would be great if your Council was able to support this campaign. It would be a great boost. Please do get in touch if you require any further information.

I look forward to hearing from you,

Yours sincerely,

Ron Bailey

PS Don't worry if you are not meeting before June 5<sup>th</sup>. That is only the 1<sup>st</sup> Reading – other stages will follow, so you won't be too late. Your support will be valuable at any time.

**Clause 1** would require third party *independent* approval-testing for e-bikes, e-scooters and their batteries before entering the UK market.

**Clause 2:** incidents of fires and harmful fumes resulting from lithium-ion batteries in waste vehicles and landfills are increasing. There are reportedly more than 200 landfill fires annually, making up 48 percent of all fires, costing £158 million and contributing significantly to pollution. This clause requires the government to establish regulations for the safe disposal of used lithium-ion batteries.

**Clause 3** addresses specific fire concerns, ensuring safer access, charging, and storage of lithium-ion batteries. While an outright ban is suggested by some, conversion kits remain a financially practical solution, especially for gig economy workers reliant on sustainable transportation. Implementing a standardised approach to kits could establish design and installation controls, mitigating foreseeable risks.

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## **The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill**

A Bill to make provisions regarding the safety of electric-powered micromobility vehicles and of lithium batteries; to give duties to the Secretary of State regarding those matters; and for connected purposes.

### **1. The safety of electric-powered micromobility vehicles and secondary lithium-ion batteries used to power such vehicles**

(1) No person shall after 31<sup>st</sup> August 2025 place on the UK market any electric-powered micromobility vehicle or a secondary lithium-ion battery used to power such vehicles unless –

(a) conformity assessment procedures have been carried out by a conformity assessment body ('CAB') authorised by the Secretary of State to carry out such assessments; and

(b) the manufacturer has drawn up the technical documentation and declaration of conformity; and

(c) the electric-powered micromobility vehicle and the battery used to power such vehicles bear the CE or UKCA mark to demonstrate conformity with designated or harmonised standards.

(2) The Secretary of State must within 6 months of the passing of this Act publish a list of CABs recognised as being able to carry out conformity assessment procedures pursuant to subsection (1).

(3) Where in the opinion of a CAB, a product covered by this Act has successfully met the essential safety requirements of applicable regulations, it shall issue a certificate of conformity to the manufacturer.

(4) Where a certificate of conformity has been issued pursuant to subsection (3) a manufacturer must display a CE or a UKCA mark on any product covered by this Act before it is placed on the UK market.

(5) No person shall display a CE or a UKCA mark on any product covered by this Act unless a certificate of conformity has been issued for the product given in accordance with this Act.

### **2. Disposal of Secondary Lithium-ion Batteries**

(1) The Secretary of State must, within 6 months of the passing of this Act, make regulations regarding the safe disposal of lithium batteries.

(2) The regulations made pursuant to subsection (1) may include a requirement for sellers of such batteries to:

(a) Display a prominent warning about the dangers of improper disposal of lithium batteries not in accordance with those regulations; and

(b) Attach as part of the sale

(i) Information regarding the cell chemistry of lithium batteries and;

(ii) information regarding the safe disposal of such batteries.

### **3. Duties of the Secretary of State**

(1) (1) The Secretary of State must, within 12 months of the passing of this Act, make regulations

(a) Specifying safety standards for micromobility vehicle conversion kits and associated components; and

(b) Requiring that all micromobility vehicles have either

(i) a non-proprietary charging system with a communications protocol;  
or

(ii) a proprietary charging system with a matched charger

and such regulations may include details of the means by which those standards will be enforced and the penalties for failing to comply with those standards.

(2) The Secretary of State must within 6 months of the passing of this Act consult such persons as he considers have an interest in this matter on whether to implement an interim measure which prohibits the sale of universal chargers for electric-powered micromobility vehicles until such time as the regulations detailed in (1) (a) or (1) (b) come into force.

### **4. Offences**

Any person who fails to comply with the terms of this Act commits an offence.

### **5. Interpretation**

In this Act, the following terms have the following meanings:

- 'Electric-powered micromobility' means electric scooters or electric bicycles powered by secondary lithium-ion batteries, as defined in the Department of Transport 2020 publication 'Future of Transport Regulatory Review Moving Britain Ahead Call for Evidence'.
- 'A lithium battery' is a non-rechargeable battery with lithium as an anode.
- 'A secondary lithium-ion battery' is a type of rechargeable battery in which the main reaction is the transport and intercalation of lithium ions into the cathode and anode respectively as defined in the BEIS Research Paper No 2020/037 entitled 'Domestic Battery Energy Storage Systems A Review of Safety Risks'.
- 'A proprietary charging system' comprises of a manufacturer specified plug and socket system designed only to operate in combination with each other.

- 'A non-proprietary charging system' comprises of a non-manufacturer specified plug and socket system consisting of a standardised plug and socket and a communications protocol.
- 'A communications protocol' is a set of formal rules describing how to transmit or exchange data.
- 'A CE marking' means a mark consisting of the symbol "CE" set out in the form specified by the Secretary of State in regulations made pursuant to this Act.
- A 'UKCA' marking is a UK Conformity Assessed marking displayed in the form specified by the Secretary of State in regulations made pursuant to this Act.
- A conversion kit is the electrical drive train, battery and charging system, that is fitted to a regular pedal bicycle to convert it to an electric bike.

## **6. Regulations**

(1) The Secretary of State must, within six months of the passing of this Act, make regulations specifying:

(a) Any amendments to the definition of the term 'electric-powered micromobility' that, in the Secretary of State's opinion, are necessary.

(b) The penalties that shall apply to breaches of this Act.

(2) Regulations under this Act shall be made by statutory instrument pursuant to the negative resolution procedure.

## **7. Extent, Commencement, and Short Title**

(1) This Act extends to the whole of the UK, subject to resolutions being passed by

- (a) The Scottish Parliament;
- (b) Senedd Cymru;
- (c) The Northern Ireland Assembly

applying it to their respective countries.

(2) This Act comes into force on the day on which it is passed.

(3) This Act may be cited as the Safety of Electric-Powered Micromobility and Lithium Batteries Act 2023."