

BRADWELL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at 7:30 p.m. on Tuesday 2nd May 2017

Present: Cllr P Downing (Chair), Cllr C Furness, Cllr L Granger, Cllr P Higgs, Cllr N Kirkham, Cllr K Lancaster, Cllr A Nash, Cllr M Salvage, Cllr L Sowerby, Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: None.

PUBLIC PARTICIPATION

There was no Public Participation.

PART I – NON-CONFIDENTIAL INFORMATION

Election of the Chairman & Signing of Acceptance of Office

122/2017

It was **resolved** to elect Cllr Downing as Chair.
Cllr Downing signed the Acceptance of Office document.

Election of the Vice-Chairman & Signing of Acceptance of Office

123/2017

It was **resolved** to elect Cllr Higgs as vice-Chair.
Cllr Higgs signed the Acceptance of Office document.

Apologies for Absence

124/2017

No apologies were received.

Declaration of Members' Interests

125/2017

No interests were declared at this point.

Appointment to Committees and External Representation

126/2017

The membership of all council committees and representation on outside bodies was reviewed. The agreed appointments and Chair of each committee are documented in Appendix A.
It was **resolved** to accept these documented changes.

Appointment of Internal Auditor

127/2017

It was **resolved** to confirm the re-appointment of Knowles Warwick as the council's Internal Auditor.

Acceptance & Signing of Previous Minutes and Matters Arising

128/2017

It was **resolved** to accept the minutes of the Parish Council meeting of 04/04/17.
Under Matters Arising, the response from the previous RFO to the council's last letter was considered. It was **resolved** that Cllr Higgs & the Clerk should draft a response and circulate this to all members for review. The agreed version should then be sent in the coming few days.

It was **resolved** to accept the minutes of the Car Parking committee of 05/04/17.

Parish Council processes

132/2017

The Terms of Reference of the Carnival, Car Parking, Community Resilience, Finance, Playing Fields & Open Spaces and the Youth Activities committees were reviewed. It was **resolved** to adopt these documents subject to membership of the Playing Fields & Open Spaces committee being increased to four.

133/2017

The current version of 'Standing Orders and Chairmanship' published by NALC in 2003, was reviewed and it was **resolved** to adopt this document for the coming year.

134/2017

It was noted that any changes to members' "Register of Disclosable Pecuniary Interests" declarations should be completed and the documents then forwarded to DDDC by the Clerk.

135/2017

The Financial Regulations were reviewed and it was **resolved** to adopt this document for the coming year.

136/2017

The council's policies were reviewed and it was **resolved** to adopt this document for the coming year.

137/2017

The Complaints Procedure was reviewed and it was **resolved** to adopt this document for the coming year.

138/2017

The running of the Annual Parish Meeting was reviewed. It was concluded that the event was again very successful. It had been well attended with a good mix of residents and representatives of principal authorities and other bodies. Cllr Downing gave his thanks to all for their help in running the event.

139/2017

The planned sickness leave of the Clerk was considered. The Clerk was asked to undertake an investigation of options and to table a proposal at the next PC meeting.

Parish Issues / Initiatives

140/2017

Cllr Stevens gave her report on behalf of the Carnival committee. She reported that there had not been a meeting since the last minutes had been accepted, but another meeting is planned and in the meantime satisfactory progress was being made in the background.

The need to remove rubbish / weed from Bradwell Brook was discussed. The Clerk has contacted the Probation Service and a provisional cost and date have been agreed. The Clerk was asked to contact Bradda Dads to determine if they would be willing to arrange disposal of weed.

141/2017

Cllr Granger gave her report on behalf of the Car Parking committee which included:-

- Half the bays in the Soft Water Lane Car Park have been licensed.
- A small technical problem with the security posts has been resolved.
- The committee will now look for further projects to progress.
- The Clerk is to arrange a site visit with a DCC Highways officer to investigate possible parking solutions.

142/2017

Cllr Higgs gave his report from the Community Resilience committee which included:-

- The next meeting of this committee was planned to take place in two days time.
- A key for the Emergency Store will be held in a Keysafe fixed in the BT Phone Kiosk.
- A meeting is planned with a DCC Emergency Planning Officer.
- Grants will be sought to pay for various items of equipment.
- The promised grant from the Environment Agency is to be progressed.

143/2017

The request from Bradda Dads to hold a picnic / funday event on the TBPF at the end of June was considered. It was resolved to grant this permission subject to a number of conditions.

Playing Fields, Open Spaces & Village Caretaking

144/2017

Cllr Lancaster gave her report from the Playing Fields & Open Spaces committee following a recent meeting which included:-

- Quotations for the work required to improve the Rose Garden are to be obtained.
- It was decided not to progress converting the TBPB Basketball court to a toddlers' play area but rather to tidy the facility. This is in recognition of the current austerity climate and the fact that the court is presently used for both basketball & football.
- There has been a delay at Hope Cement in producing the promised planters. The company have promised to pay for new planters. Cllrs Lancaster & Stevens have agreed to define the requirements and to approach Hope Cement for the money.

145/2017

The Clerk has obtained a number of documents associated with the Allocation and Management of the council allotments. He will review these and pass them to the council's insurers before tabling them at the next PC meeting.

146/2017

The Clerk gave his update on the caretaking work carried out over the previous month..

DCC Highways and Rights of Way

147/2017

Cllr Furness gave his report on progress on the DCC work to resolve issues on the Bradwell Edge footpath / bridleway. He stated that no significant progress had been made on this work. It was hoped that the money for this work might have now become available.

148/2017

Progress in resolving the delays with DCC responding to problems raised by Bradwell residents was considered. It had been hoped to raise this matter with the DCC councillor at the Annual Parish Meeting but she had been unable to attend. Progress will be monitored on a routine basis.

PDNPA & Planning Applications

149/2017

| Type | Date of Application / Notice | Reference | Property | Summary |
|------|------------------------------|-----------------|----------|---------|
| | | | | |
| | | None this Month | | |
| | | | | |

150/2017

Cllr Downing gave his report of progress with the development of the Newburgh site. He reported that little obvious progress has been made although the footing for the industrial units appear to have been installed.

Other Partner Authorities / Agencies

No matters this month.

Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

151/2017

Recent Meetings:

| Date | Event | Council Representative(s) |
|----------|--|---------------------------|
| | | |
| 12/04/17 | Hope Valley Liaison Meeting School Room, Hope from 10:00 – 12:00 | |
| 27/04/17 | DALC Spring Seminar Lumb Farm Country Club, Ripley 09:15 – 16:00 | |
| 27/04/17 | Derbyshire Eco centre – History & Mystery of PROW Middleton-by-Wirksworth 13:30 – 16:00 | |
| | | |

Future Meetings:

| Date | Event | Council Representative(s) |
|----------|-----------------------------|---------------------------|
| 07/06/17 | Hope Cement Liaison Meeting | Cllr Sowerby |

Publications / Information Received**152/2017**

| Date of Information | Description | Decision Req'd |
|---------------------|--|----------------|
| 28/03/17 | Derbyshire Children's Holiday Centre Appeal | |
| 30/03/17 | Eroica: Advance notice of Cyclists through Bradwell | |
| 05/04/17 | DDDC – Information on Insurance for Village Halls | |
| 06/04/17 | DALC Circular 05: New DCLG guidance on Transparency funding; National Living Wage New Rates from 1 April 2017; Updated Legal Topic Notes; New Governance & Accountability Guide published; Proposed new NALC model Contract – Information; Vacancies on the DALC Executive Committee; Arnold-Baker on Local Council Administration 10 th Edition. | |
| 07/04/17 | Bruno Peek: A Nation's Tribute & WWI Beacons of Light | |
| 10/04/17 | PDNPA: Historic North Lees Hall is available to rent | |
| 13/04/17 | Came & Co: Spring eNewsletter | |
| 18/04/17 | DDCVS: Latest eNewsletter Update | |
| 19/04/17 | 'Thank You' for S137 grant from Bradwell Bowls Club | |

If any member wishes to view any of these documents, please inform the Clerk.

Date of Future Meetings**153/2017**

The next parish council meeting will be held at 7:30 p.m. on Tuesday 6th June in the Methodist Lounge, Towngate, Bradwell.

The meeting concluded at 09:46 p.m.

Appendix A:- Membership of Committees and Representation on Outside Bodies

**Bradwell Parish Council
2017 - 18 Appointments**

(resolved at AMPC - 02/05/17)

| | | | | Council & Committees | | | | | | External Bodies | | | | | Banks | | | | | |
|-------------------|------|--------------|----------------|----------------------|----------|----------------|-------------|----------|----------------------|------------------|----------------------|-----|-------------------|------------------------|---------------------|---------------------|-----------------------|-------------------|------|----------------|
| Councillor Name | PoWB | Date Started | Date Ceased | Council | Finance | Playing Fields | Car Parking | Carnival | Community Resilience | Youth Activities | Cement Works Liaison | CRP | Police Governance | Bradwell Memorial Hall | Bradwell All Sports | Peak Park Parishes' | Hope Valley Parishes' | Co-operative Bank | HSBC | Santander Bank |
| | | | Quoracy | 4 | 3 | 2 | 2 | 1/3 | 2 | 1/3 | | | | | | | | | | |
| Paul Downing | Y | 06/02/2007 | | C | | | | | | | | | M | M | | | | M | M | M |
| Chris Furness | Y | 11/05/2015 | | M | M | | M | | | | | | | | | | | | | |
| Linda Granger | | 07/02/2012 | | M | M | M | C | | | M | | M | | M | | | | M | M | M |
| Peter Higgs | Y | 09/06/2011 | | V | M | M | M | | C | | | | | | | | | M | M | M |
| Ngairé Kirkham | | 18/09/2015 | | M | C | M | | M | M | | | | | | | | M | | | |
| Katrina Lancaster | | 07/02/2012 | | M | | C | | | | M | M | | | | | | M | | | |
| Andrew Nash | Y | 08/05/2007 | | M | M | | | M | | | | | | | | | | | | |
| Martin Salvage | | 02/06/2015 | | M | | | M | C | M | M | M | | | | M | | | | | |
| Lorraine Sowerby | | 23/07/2013 | | M | | | | M | | C | M | | | | M | | | | | |
| Rose Stevens | Y | 10/05/2011 | | M | | | | M | M | | | | M | | | | | M | M | M |