

# BRADWELL PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 3<sup>rd</sup> March 2015

**Present:** Cllr R Davies, Cllr P Downing (Chair), Cllr L Granger, Cllr P Higgs, Cllr V Horstead, Cllr K Lancaster, Cllr A Nash, Cllr M Salvage, Cllr L Sowerby & Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: DDDC Cllr C Furness

### **PUBLIC PARTICIPATION**

There was no public participation.

### **PART I – NON-CONFIDENTIAL INFORMATION**

#### **027/2015 Apologies for Absence**

There were no apologies.

#### **028/2015 Declaration of Members' Interests**

Cllr Stevens declared a personal interest in agenda item 035/2015, Planning Applications.

Cllr Sowerby declared a personal interest in agenda item 035/2015, Planning Applications.

Cllr Horstead declared a personal interest in agenda item 033/2015, Allotments.

#### **029/2015 Acceptance & Signing of Previous Minutes and Matters Arising**

It was **resolved** to accept the minutes of the Parish Council meeting of 03/02/15.

The following matters arising were discussed.

- The response from Post Office Ltd to the Clerk's latest letter on the changes to Bradwell Post Office was considered. No further action was decided.
- The response from Mr Walker to the Clerk's latest letter regarding the deterioration of the wall next to St. Ive's bridge was discussed. It was noted that Mr Walker has instructed his maintenance contractor to remedy this problem. The Clerk is to progress with DCC the ownership of the road surface over St. Ive's bridge.
- The correspondence between the Clerk & DCC Cllr Twigg about bus companies deciding not to drive along Brookside in adverse weather conditions was discussed.
- Cllr Downing informed members of the latest information from the developer interested in acquiring land from Newburgh Estates Ltd. No further action was decided at this point.

It was **resolved** to accept the minutes of the Finance committee meeting of 23/02/15.

#### **030/2015 Finance**

##### **Financial Authorisations**

	<b>Payee</b>	<b>Purpose</b>	<b>Amount (£)</b>	<b>Cheque Number</b>
1	Mr S Lawless	Clerk's salary, allowances & expenses (£65.81)	701.71	100622
2	Mr S Hill	Caretaking Services	150.00	100623
3	Bradwell Packaging Services Ltd – 31/01/15	Storage Charges 26/01 – 22/02	48.00	100624
4	Ms L Granger	PDNPA Charges – PA for Car Park	192.50	100625
5	B Wood Plant Hire	Refilling 24 Grit Bins	1,404.00	100626
6	Bradwell War Memorial Hall	Room Hire – 02/02/15	16.00	100627
	<b>TOTAL</b>		<b>£2,512.21</b>	

It was **resolved** to authorise the above six financial transactions together with the following four supplementary financial transactions.

	Payee	Description	Amount	Cheque
7	Mr G Storey	Caretaking Services	62.00	100628
8	Bradwell Packaging Services Ltd.	Storage Charges (23/02/15 – 29/03/15)	60.00	100629
9	DALC	Annual Subscription plus the Group 1 training package	393.67	100630
10	High Peak Heating Supplies	Caretaking Materials	61.54	100631
	<b>TOTAL</b>		<b>£ 577.21</b>	

### Other Financial Matters

The Clerk gave an update on financial matters, including the latest financial position following payment of the first six transactions above.

Cllr Stevens gave her report from the Finance committee following its recent meeting. Her report included the following:-

- The committee reviewed the latest accounts and balances which projected a significant underspend at year-end on budgeted cost items of the order of £11.5k. The council discussed whether the proposed £15k transfer from the General Fund to the Sinking Fund should be made at year-end. It was **resolved** that this should be done. Following the committee's review, it was proposed that money be vired from the General Fund as follows: a) £50 for Bulbs / Flowers, b) £990 to Tree Surgery, c) £620 to Boundary/fence Maintenance & d) any overspend (yet to be finalised) to Grit Bin Re-filling. It was **resolved** that this should be done. It was **resolved** that the balance of the General Fund should not fall below the £30k limit previously decided by council. If necessary, the above £15k transfer to the Sinking Fund should be reduced as required to preserve this balance.
- The 5-year plan was reviewed. Its performance is presently ahead of plan so the pressure to maintain the year-on-year precept increase of 10% is reduced. It was agreed that Cllrs Stevens and Nash, together with the Clerk, should meet prior to the Annual Parish Meeting to plan how best to present this to information to councillors / residents.
- The planning for the Year End accounting processes was discussed. The letter from the Internal Auditor was discussed. The committee decided to recommend that a) the Internal Auditor's suggestion of a third party signing off the accounts should be agreed, b) the need for quarterly audits was excessive and should be reduced to a six monthly and year-end audits. It was **resolved** to accept this suggestion. The Risk Assessment document has been reviewed. The Clerk is to complete this document for signature at the next PC meeting. Cllr Downing is to ensure that he has a trained deputy to manage and administer the web-site.
- The Clerk had tabled a draft document giving the individual budget values and descriptions for each cost item for analysis and reporting purposes for the 2015/16 financial year. This draft had been discussed in detail and accepted without change. It was resolved that this should be the basis for reporting for the 2015/16 financial year.

The application for a S137 grant from the Bradwell Pre-School was considered. After consideration, it was **resolved** to award a grant of £850 to this deserving group.

### 031/2015 Parish Council processes

The planning of the Annual Parish Meeting (APM) on Tuesday 28<sup>th</sup> April was considered. It was decided that:-

- The meeting should follow the same format as the previous year.
- Chairs of council committees should send their summaries to Cllr Downing.
- The Clerk is to invite representatives from village organisations to speak at the meeting.
- Cllrs Downing and Nash are to decide how best to involve DFRS.
- Cllr Granger is to invite representatives of PDNPA to attend.
- The agenda should include updates on the Neighbourhood Plan, the Community Land Trust and further information on the Newburgh initiative.
- Cllr Downing should send a personal APM invitation to DCC Cllr Twigg.
- Councillors should arrange the catering.
- The updated agenda is to be reviewed at the next PC meeting.

### **032/2015 Village Issues / Initiatives**

Cllr Granger gave her progress report from the Neighbourhood Planning (NP) committee. Her report included the following points:

- The NP was submitted on 31/12/2014 to the PDNPA for it to commence its formal stakeholder consultation. This consultation will now conclude at the end of April. Depending on the outcome of this consultation, the NP could either go to the PDNPA quarterly planning committee or to a monthly planning committee meeting for ratification.
- Following the PDNPA consultation, the NP will be passed to an external verifier before being subject to a referendum of Bradwell residents, which is now expected to be later in 2015. The appointment of an Independent Examiner is presently being considered.

Cllr Lancaster gave her report on developments with the Youth Club (YC). Her report included the following points:

- She gave her thanks to Cllr Sowerby for her help in keeping the YC open over the past few months.
- Since Christmas, the number of members attending has been low. They have missed the convenience of the shops but have expressed satisfaction with the way the YC is being run.
- Janice, the temporary YC leader, has recently been poorly, but Laura and volunteers have ensured that the YC has continued to be open.
- YC is now planned to run, subject to funds, until Easter.

### **033/2015 Playing Fields, Open Spaces & Village Caretaking**

Cllr Horstead gave her progress report on the council's provision of allotments. She reported that:-

- the suggested allotment site (near the Yeld) was totally unsuitable for use as allotments.
- the Clerk has completed the latest draft of the Allotment Rental Agreement.
- the rental of the Soft Water Lane allotment plot should be deferred until after the construction of the car park (in case it is needed during the construction phase).

Cllr Granger gave her report on progress in the development of a car park in Soft Water Lane. Her report included the following:-

- The planning application is being processed by PDNPA and quotations are being obtained for the construction work. Comments have been received from DCC highways & from PDNPA officers.
- There was some discussion about a) delimiting parking bays, b) the use of post & chains, c) the number of parking bays and d) the turning circle required to access the individual bays.

The Clerk gave his report on recent caretaking activities. His report included the following points:-

- Routine litter picking and play equipment inspections are continuing.
- The painting of the TBPF goal posts has been completed.
- A resident has expressed interest in providing caretaking services. He has met with the Clerk and will start work in treating BPPF play equipment with preservative.

The Clerk gave an update on DDDC's progress in implementing Dog Control Orders and the implications for Bradwell. The DDDC Environment committee adopted the recommendation to implement Dog Control Orders at its last meeting. The Dog Control Orders now cover a) Beggars Plot, b) Town Bottom & c) the Peace Gardens.

DDDC will inform the Clerk of the cost of appropriate DDDC signage once the figures are available.

The email from PPPF containing a number of dog fouling posters was noted. Cllr Davies provided copies of these posters for the Clerk.

### **034/2015 DCC Highways and Rights of Way**

Progress with the initiative to install 'Welcome to Bradwell' signs in the verges was discussed. Cllrs Davies & Nash plan to meet with management of the cement works to agree the provision of suitable stone for this project.

Progress in the resolution of HGV traffic problems in the village was discussed. Cllr Davies plans to meet with management of the cement works to discuss the provision and installation of appropriate road traffic signs which will be installed on private land adjacent to the highway.

The email from a resident complaining about the damage to grass verges around the village was discussed. The Clerk has already advised the resident of the council's plans to address this problem and will keep her informed of progress.

Cllrs Davies and Higgs presented their findings on the implementation of traffic monitoring systems (CCTV & Vehicle Activated speed signs) which was considered by the meeting. It was decided not to proceed with the installation of any CCTV in the parish but to continue investigating the use of Vehicle Activated speed signs.

The DCC consultation on its Flood Risk Management Strategy (closes 16<sup>th</sup> March) was considered and it was decided not to respond to this consultation.

The DCC consultation on proposed changes to its b\_line travel discount scheme for young people (closes 29<sup>th</sup> March) was considered and it was decided not to respond to this consultation.

The DCC consultation on proposed changes to its School Crossing Patrol Service was considered and it was decided not to respond to this consultation.

### 035/2015 PDNPA & Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
Reviewed	12/01/15	NP DDD 0115 0022	Land on Soft Water Lane, Bradwell	Change of use to provide car parking for local residents. Council <b>supported</b> this application (6/0)
Granted	10/12/14	NP DDD 1214 1244	Hillhead Cottage, Hillhead, Bradwell	Small first floor rear extension. Council <b>supported</b> this application (4/1)
Refused	03/12/14	NP DDD 1114 1157	Ashmount, Smalldale, Bradwell	Erection of lean-to onto existing farm building. Council resolved to <b>object</b> to this.

The above planning applications were noted.

Progress in the handling of cases of development to properties in the parish of which the council was not informed was discussed. It was decided that Cllr Downing should arrange a meeting with the PDNPA enforcement manager to discuss this matter. Cllrs Davies, Nash, DDDC Cllr Furness and the Clerk expressed an interest in attending this meeting.

The PDNPA Planning Service Parishes Bulletin number 10 of February 2015 was noted.

### 036/2015 Other Partner Authorities / Agencies

Cllr Downing gave a progress report on the development of a Village Emergency Plan / Trauma Centre to address flooding or other incidents. He reported that, for a number of reasons, no progress has so far been made with the centre itself, although a meeting with Hathersage PC will be arranged after the imminent council elections to jointly discuss this matter.

Cllr Granger reported that the planned meeting with DDDC officers to discuss the possibility of the parish council assuming responsibility for managing the toilet block has been postponed twice by DDDC. An alternative date has now been agreed. Cllrs Granger and Lancaster will attend this meeting to determine the implications on parish finance, operational issues and protection against vandalism.

## 037/2015 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

### Recent Meetings:

Date	Event	Council Representative(s)
16/02/15	DDDC Area Community Forum Agricultural Business Centre, Bakewell, from 19:00 Cllr Granger was unable to attend this meeting.	Cllr Granger
24/02/15	DDDC Parish Council Conference - Cancelled	

### Future Meetings:

Date	Event	Council Representative(s)
24/03/15	Derbyshire Dales CVS Members Event Agricultural Business Centre from 10:00 (with lunch)	
24/03/15	Youlgrave PC CLT Presentation Meeting	
17/04/15	DDDC Civic Chairman's Charity Dinner Hassop Hall, Hassop, Derbyshire from 19:00 Cllr Downing is unable to attend. Cllr Nash will consider if he will attend.	

## 038/2015 Publications / Information Received

Date of Information	Description	Decision Req'd
03/02/15	Email promoting Eroica Britannia cycling event – 19-21 June	
05/02/15	21c#JoinedUpCare work Programme Update	
05/02/15	Peak District Online - Issue 4 of Magazine	
09/02/15	St Barnabas PCC: Letter of Thanks for S137 Grant	
09/02/15	Rural Action Derbyshire – RURALmatters February newsletter	
12/02/15	Local Government Weekly Newsletter	
20/02/15	PDGLA February Newsletter	

The above correspondence was noted.

### 039/2015 Date of Next meeting

The next PC meeting is planned to start at 7:30 p.m. on

**Tuesday 7<sup>th</sup> April 2015 (Easter Tuesday)** in the Methodist Lounge, Towngate, Bradwell.

Cllr Granger gave her apologies for this meeting.

### PART II – CONFIDENTIAL INFORMATION

There is no Confidential Business this month.

**The meeting concluded at 09:39 p.m.**