

BRADWELL PARISH COUNCIL

Minutes of the
Meeting of the Parish Council
held at 7:30 p.m. on Tuesday 3rd April 2018

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

Mrs C Preston (Clerk)

Members of the public: None

PUBLIC PARTICIPATION

No participation

PART I – NON-CONFIDENTIAL INFORMATION

Apologies for Absence

064/2018

Apologies were received from Cllr K Lancaster by reason of holiday. This apology has been received and **noted**.

Declaration of Members' Interests

065/2018

A declaration of interest in (non-pecuniary) agenda item 067/2018 was received from Cllr Sowerby by reason of receipt of a cheque for payment of Youth activity expenditure.

A declaration of interest (Pecuniary) in agenda item 090/2018 was received from Cllr Granger by reason of planning application NP/DDD/0218/0157

Acceptance and Signing of Previous Minutes and Matters Arising

066/2018

It was **resolved** to accept the minutes of the Parish Council meeting of 06/03/2018 with the following amendments

Cllr Furness name added to action 052/2018

Enforcement team added to minute 060/2018

Closure of the toilets added to minute 062/2018

Financial Matters

067/2018

It was **resolved** to authorise the 12 financial transactions below together with the 2 supplementary transactions.

	Payee	Purpose	Amount (£)	BACS Payment	Cheque Number
	February Financial Authorisations				
01	Mrs C Preston	Clerk's salary, allowance & expenses (£)	685.17	Yes	
02	Mr S Lawless	Ex-Clerk's salary, allowance & expenses (£)	250.63		101115
03	B Woods Plant Hire	Refilling 17 Grit Bins	1044.00	Yes	

04	Bradwell Methodist Church	Bradwell Methodist Church – Room hire April 17 – March 18	264.00		101116
05	Ms Jane Foley	GDPR Consultation	260.00		101117
06	Cllr Lancaster	Xero Payments – February and March subscriptions	26.40	Yes	
07	PDNPA	Heritage and the Built Environment – Cllr Granger	10.00		101118
08	Bradwell Bowls Club	S137 Grant towards wooden hut	437.50		101119
09	Bradwell Sports Football Club	S137 Grant for Line Marker (£695), Goal Nets (£95) & 3* match footballs (£78)	868.00		101120
10	HMRC	Quarterly Payment	333.54	Yes	
11	E. ON	Electricity payment for BPPF	34.07	Yes	
12	Cllr Sowerby	Funding of YAEC activities 17 th April 18	90.00	Yes	
	TOTAL		4303.31		

Supplementary transactions					
Ref	Payee	Description	Amount	BACS	Cheque
13	A Samwell	Bus shelter cleaning	10.00		101121
14	Peak Park Parishes' Forum	Annual Subscription	24.00	Yes	

Other Financial Matters

068/2018

The balances to date for all expense codes should be entered into the new accounting package, Xero, it was **resolved** that councillors would be added to the system in a read only capacity and financial authorisations are approved at the Parish Council Meetings

It was **resolved** that Hodgson & Co would be the internal auditor

Supplementary payments were issued and passed

Parish Council Processes

069/2018

Cllr Kirkham tabled a draft data protection policy. The policy is to be emailed to all councillors for comment prior to the adoption of the policy

ACTION: Cllr Kirkham to email data protection policy to all councillors for comment

079/2018

Cllr Furness raised several queries about the Bradda.org email addresses and they were answered as follows: -

- The capacity has each mail box – 5G per mail box
- Any archive limit – emails to be dealt with as per the proposed GDPR policy
- The manager of the system – Cllr Downing
- Dealing with freedom of information requests – Information can be collated by searching of the mail boxes using key words

It was **resolved** that all queries were answered satisfactorily and the Bradda.org email addresses would be used by all councillors

080/2018

It was **resolved** to carry forward to the next meeting the review of the proposal to use a room in the Memorial Hall for meetings and storage. This carry over is required as there has not been a committee meeting of the Memorial Hall committee since the last Parish Council Meeting

ACTION: Cllr Granger to review costs with Memorial Hall Committee and update at next meeting

It was noted that the storage of 10 – 12 boxes of documents still needs to be resolved. These are currently stored in the Retiring Clerks Home.

081/2018

It was **resolved** to carry over the action of the risk assessments that need to be conducted for Mrs Preston's home, the Methodist Hall and the Memorial Hall due to Cllr Lancaster's availability. It was noted that there is a risk assessment available for the Memorial Hall and that needs to be reviewed to ensure it covers the necessary requirements.

ACTION: Cllr Lancaster to conduct/review these three Risk Assessments.

082/2018

It was noted that there was some overlap of responsibilities between the Administration and Finance committees. Cllrs Kirkham and Lancaster are to resolve these overlaps.

ACTION: Cllrs Kirkham and Lancaster to resolve responsibilities of the Administration and Finance committees.

083/2018

It was **resolved** that all organisations who received S137 grants are to be invited to the Annual Parish Meeting

ACTION: Parish Clerk to issue invitations to all recipients of S137 grants

Cllr Downing requested reports from all Chairs of committees in order for them to be included in the Annual Parish Meeting

ACTION: All chairs of committees to send reports to Cllr Downing

084/2018

An agreement has been reached on a proposed logo for use on council property. Full proposal to be tabled when costs are available

ACTION: Cllrs Nash and Sowerby to present costs and proposal at the next meeting

Parish Issues / Initiatives

085/2018

The toilets at Town bottom have been reopened for the summer however the long-term future of the toilet block still needs to be resolved.

The ownership of the toilet block needs to be established before a plan for the future of the toilets can be actioned.

ACTION: Parish Clerk to write to Sandra Lamb at Derbyshire Dales District Council to ask for the information that the council has on the ownership of the toilet block

086/2018

Bradwell Edge Bridleway - A meeting took place on March 22nd between Peak Park and Derbyshire Dales council to discuss what the planned spend of £10,000 will be use for on the Bridleway. It was decided that the top end of the bridleway is in such a poor condition that it needed to be repaired as soon as possible. This request for the repair has been passed to the Highways department.

087/2018

A report was received from Cllr Granger about the progress from the Car Parking committee. Cllr Granger advised the Highways report had been reviewed at the last car parking meeting. A meeting has been arranged with Breedon Works to discuss if an area at the end of Gore Lane could be converted to car parking spaces.

ACTION: Cllr Granger to report back on the outcome of the meeting

Parish Playing Fields, Open Spaces and Village Caretaking

088/2018

The Parish Clerk reported that Nottingham Community Housing Association have agreed to repair the hole in the fence at the back of The Shoulder of Mutton Public House. The job has been sent to their maintenance department.

ACTION: Parish Clerk to confirm that the repair has been completed

DCC Highways and Rights of Way

089/2018

It was resolved to carry over this action as Cllr Granger has yet to speak to the landowner and Bradda Dads. The council changed its mind about having a beacon for The WW1 commemoration events in November 2018.

ACTION: Cllr Granger to discuss land owner for the authority to have a bonfire on his land and then the Bradda Dads to hold the bonfire.

PDNPA and Planning Applications

090/2018

All recent Planning Applications were considered as follows: -

Type	Date of Application / Notice	Reference	Property	Summary
Planning Application	07/03/2018	NP/DDD/0118/0005	Newburgh House, Netherside	S.73 application for the removal or variation of condition 2 and 11 on NP/DDD/0116/0060 Council objected to this application.

Planning Application	07/03/2018	NP/DDD/0218/0149	Newburgh Hall, Netherside	Conversion of existing building to create 3 no. 1 bedroom flats and ground floor retail/café space Council supported this application
Planning Application	07/03/2018	NP/DDD/0218/0157	Netherside House, Netherside	Two storey rear extension and replacement detached garage. Council supported this application
Planning Application	14/03/2018	NP/DDD/0318/0214	Outlands Head Quarry	Erection of proposed warehouse extension at Outlands Head Quarry Council supported this application
Listed Planning Application	19/03/2018	NP/DDD/0318/0236	Lyndale House Church Street Bradwell	Listed Building consent - To remove external render and re-point stone work with lime mortar. Council supported this application

Other Partner Authorities / Agencies

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

No reports received

Future Meetings:

Date	Event	Council Representative(s)
18/04/18	PDNPA Course – Heritage & the Built Environment Aldern House, Baslow Rd, Bakewell from 17:30	
29/09/18	2018 Annual PDNPA Parishes' Day Aldern House, Baslow Rd., Bakewell	

061/2018

Communications have already been circulated electronically.

Date of Next Meeting

063/2018

The next meeting of the parish council is planned for Tuesday 3rd April at 7.30 p.m. in the Methodist Lounge, Towngate, Bradwell.

The meeting concluded at 10.10 p.m.