

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 7th April 2015

Present: Cllr R Davies, Cllr P Downing (Chair), Cllr P Higgs, Cllr V Horstead, Cllr K Lancaster, Cllr A Nash, & Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: PCSO Boswell

PUBLIC PARTICIPATION

PCSO gave his report on recent events associated with the village. These included:-

- Overall, there were few policing issues over the past month.
- He was involved in promoting Farm Watch in the Hathersage & Grindleford areas, and this will be rolled out to neighbouring villages in the near future.
- He has obtained £150 each for the Bradwell & Eyam Youth Clubs. Cllr Downing thanked him on behalf of the council for his efforts.
- The use of the '101' police phone number was discussed. PCSO Boswell stated that if the response obtained when using this number was considered unsatisfactory, then the matter should be escalated to the Chief Constable.
- PC Simon Wolverson also works in the Hathersage Safer Neighbourhood Team and may be able to attend the APM to deliver the policing report.

PART I – NON-CONFIDENTIAL INFORMATION

040/2015 Apologies for Absence

Apologies were received from Cllr L Granger by reason of holidays, Cllr M Salvage by reason of work commitments and from Cllr L Sowerby by reason of alternative arrangements. These apologies were accepted by the meeting.

041/2015 Declaration of Members' Interests

Cllr Downing declared a personal interest in agenda item 044/2015, Bradwell website.
Cllr Horstead declared a personal interest in agenda item 046/2015, Allotments.

042/2015 Acceptance & Signing of Previous Minutes and Matters Arising

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

It was **resolved** to accept the minutes of the Carnival committee meeting of 10/03/15, subject to one small change. The Clerk is to remind Cllr Granger that she was asked to arrange for a flyer to be included in the July edition of Bradwell News.

It was **resolved** to accept the minutes of the Youth Club committee meeting of 23/03/15.

043/2015 Finance

Financial Authorisations

	Payee	Purpose	Amount (£)	Cheque Number
1	Mr S Lawless	Clerk's salary, allowances & expenses (£50.39)	686.09	100633
2	Ms J Hac	YC Leader salary	89.00	100634
3	Ms L Austin	YC Assistant Salary – 6 sessions	100.00	100635
4	Mr G Storey	Caretaking Services	108.00	100636
5	Bradwell Methodist Church	Room Hire - 04/14 – 03/15	336.00	100637
6	Bradwell Sports Club	YC – Hire of Pavilion – Jan - Mar	200.00	100638
7	Post Office Ltd	E.ON – BPPF Electricity	30.79	100639
8	Peak Park Parishes Forum	Annual Subscription	24.00	100640
9	Mr A Samwell – 05/03/15	Cleaning Services – Bus Shelters	10.00	100641
10	Post Office Ltd	HMRC – PAYE & NIC	593.51	100642
	TOTAL		£2,177.39	

It was **resolved** to authorise the above ten financial transactions together with the following three supplementary financial transactions.

Ref	Payee	Description	Amount	Cheque
11	Mrs L Granger	3 * Flowers from Chair's Allowance	29.00	100643
12	Bradwell Packaging Services	Storage Charges (30/03/15 – 26/04/15)	48.00	100644
13	Bradwell War Memorial Hall	Room Hire: CLT meeting – Chair's Allowance	32.00	100645
	TOTAL		£ 109.00	

Other Financial Matters

The Clerk gave an update on financial matters, including the latest financial position following payment of the first ten transactions above. He also outlined the timetable for the completion of the year end accounts, the approval of the accounts by the Finance committee, and the completion of the Annual Return for submission to Grant Thornton. This timetable is to be circulated to all members.

044/2015 Parish Council processes

Progress in the planning of the Annual Parish Meeting (Tuesday 28th April) was reviewed. The draft agenda was reviewed by all and a number of minor changes were agreed. The Chairs of committees were asked to get their committee reports to Cllr Downing as soon as convenient. With the elections due in the coming few weeks, council considered how best to avoid candidates using the meeting to their electoral advantage. It was decided that candidates should be asked to respect the objectives of the meeting. The DFRS have also been invited to attend to highlight the successes and challenges it faces. The Clerk was asked to invite the Heads of the Infants and Junior Schools to attend.

Cllr Nash presented the background, current position and outlook for the council's Five-Year Financial Plan. This presentation was to ensure that all members fully understood the details of the plan in order to answer any queries that might be asked by residents.

The need for a new email address for the council was considered. It was decided that Cllr Downing should create an the email address of 'clerk@bradda.org' address associated with the Bradda.Org website and that this address should be phased into everyday use in parallel with the Clerk's existing email address.

The updated council Risk Assessment was reviewed. Cllr Downing has provided the necessary documentation / passwords to ensure that Cllrs Nash and Lancaster are trained deputies capable of managing and administering the web-site. Given this situation, Cllr Downing signed off the outstanding risk in the council's Risk Assessment.

045/2015 Village Issues / Initiatives

Cllr Lancaster gave her report from the Youth Club committee following its recent meeting. Her report included the following:-

- The committee proposed that Mr N McCloud should be co-opted to the YC committee. It was **resolved** to co-opt Mr McCloud as proposed.
- The latest information was contained in the minutes of the committee, approved earlier.
- It was likely that Laura Austin, the YC Assistant, would not now be available to help as her employment situation has recently changed.
- It was **resolved** that Cllr Downing & the Clerk should meet with a Sports Club representative to inform them of the recent incident at the YC.
- PCSO Boswell has done a good job in obtaining further monies for the YC.
- Now that new money has been obtained, it was planned to open the YC for a further five sessions after Easter.

Cllr Nash gave his report on progress with the development of the Neighbourhood Plan. His report included the following:-

- The NP is presently being subject to public consultation by the PDNPA.
- Cllrs Downing & Nash, together with a PDNPA officer, recently met with a potential NP external examiner. It was a very useful meeting and it was decided to appoint him to examine the Bradwell NP. The process of examination was explained.
- It will be necessary for the CLT to be established before the NP goes for examination.

046/2015 Playing Fields, Open Spaces & Village Caretaking

Cllr Lancaster gave her report on the meeting with DDDC to discuss the possibility of the parish council assuming responsibility for managing the toilet block. The Clerk tabled further information, including all the various operating costs, recently obtained from DDDC. Given that the lease for the land on which the toilet block was constructed has not yet been finalised, it was **resolved** that a) Cllr Downing and the Clerk should advise DDDC that the council would not consider this initiative until the transfer of the land has been completed, b) write to Severn Trent Water Ltd 's solicitor to the same effect and c) write to the council's solicitor to seek advice on how best to finalise this transfer.

The letter from Dalcour Maclaren, the Chartered Surveyors representing Severn Trent Water Ltd, about the purchase of land for the Town Bottom Playing Field Flooding Relief Scheme was discussed. This matter had been dealt with in the discussion about the toilet block.

The Clerk tabled the latest information obtained about the car park, including the quotations for construction. This information was considered by members. The discussion indicated that the quotations were expensive and exceeded the initial budget for this work and questions were raised concerning the likely take-up of the parking bays at the costs indicated. It was decided to sound out the views of residents at the next APM. It was **resolved** that the Clerk should approach PDNPA regarding the possibility of removing some of the conditions attached to the planning permission.

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

- the Clerk has completed the latest draft of the Allotment Rental Agreement. This was reviewed by those present and two amendments were suggested.
- The rental of the Soft Water Lane allotment plot was considered. It was decided not to allow this plot to be used as an allotment until the matter of the Car Park is resolved.

No caretaking report was given at this point.

047/2015 DCC Highways and Rights of Way

Cllrs Horstead, Nash and Stevens gave a report on progress with the initiative to install 'Welcome to Bradwell' signs and new concrete planters in the verges. The proposed sites have been inspected and the specific locations agreed. The Clerk reported that PDNPA may require that planning permission is obtained before the license application is submitted to DCC. He will contact PDNPA to clarify this requirement.

Cllrs Davies and Nash gave a progress report on the initiative to install additional signage to help in the resolution of HGV traffic problems in the village. Cllr Horstead reported that DCC Cllr Twigg has been asked to assist and a meeting is being arranged with officers to review the situation.

Cllr Davies gave the latest information on the implementation of traffic monitoring systems (Vehicle Activated speed signs). The Clerk was asked to contact DCC to see if permission would be required to install these signs.

048/2015 PDNPA & Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
New	09/03/15	NP DDD 0315 0172	The Mount, The Hills, Bradwell	Proposed two storey rear extension to existing property. Council has supported this application (4/0)

Cllr Downing reported that he is to arrange a meeting with PDNPA to review progress in the handling of cases of development to properties in the parish of which the council is unaware.

The PDNPA letter giving advance notice of the arrangements for the election of Parish Members to the Authority following the Parish Council elections was noted.

The PDNPA Planning Service Parishes Bulletin No. 11 was noted.

049/2015 Other Partner Authorities / Agencies

The invitation from the Derbyshire Law Centre (DLC) to join the DLC as an organisational member was considered. It was **resolved** that the Clerk should register the council as an organisational member.

050/2015 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

Recent Meetings:

Date	Event	Council Representative(s)
24/03/15	Derbyshire Dales CVS Members Event Agricultural Business Centre from 10:00 (with lunch)	

Future Meetings:

Date	Event	Council Representative(s)
17/04/15	DDDC Civic Chairman's Charity Dinner Hassop Hall, Hassop, Derbyshire from 19:00	
22/06/15	DCC Town & Parish Council Liaison Meeting County Hall, Matlock from 18:00	
03/10/15	PDNPA Annual Parishes Day Aldern House, Bakewell	

051/2015 Publications / Information Received

Date of Information	Description	Decision Req'd
25/02/15	DDDC – Community Clear Up Day (21/03/15)	
05/03/15	NPMS – National Plant monitoring scheme	
06/03/15	Bradwell Pre-School – Thank You Letter for S137 Grant	
10/03/15	Clerk & Councils Direct March Newsletter	
11/03/15	DDDC – Notes from the February Area Community Forums	
12/03/15	Reserve Forces & Cadets Association newsletter	
13/03/15	Open Spaces Society – Spring magazine & 150 th anniversary	
13/03/15	DCC – Petition to Government for Fairer Funding for Derbyshire	
13/03/15	Police & Crime Commissioner victim survey	
16/03/15	Petition to save Derbyshire's School Crossing Patrols	
25/03/15	Police Commissioner seeks views of Residents	
25/03/15	Announcement of OMM Bike & Lite Event (orienteering)	
26/03/15	Local Government Weekly Newsletter	
26/03/15	Thank You letter from Bradda Dads for use of council's marquee	

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

052/2015 Date of Next meeting

The next council meeting is planned to start at 7:30 p.m. on **Tuesday 12th May** in the Methodist Lounge, Towngate, Bradwell. This meeting will be the **Annual Meeting of the Parish Council** and will be the first meeting of the new council following the 2015 elections.

PART II – CONFIDENTIAL INFORMATION

There is no Confidential Business this month.

The meeting concluded at 10:22 p.m.