

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 7th June 2016

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: 2 members of the public attended this meeting.

PUBLIC PARTICIPATION

PCSO Boswell attended this meeting to discuss aspects of the Community Speed Watch initiative and to encourage the council to take part in a group purchase of a shared laser device. Council responded that it wished to be in a position where it could enforce speed limits and not simply send offenders a warning letter. Given the recent road accidents, PCSO Boswell suggested that the council should approach DCC Highways to see if Bradwell now qualified for further speed enforcement measures.

PCSO Boswell stated that in order to make progress in resolving the problem of vehicles obstructing the highway near Edge Lane the council would have to make a formal complaint to the Police. It was recognised that neither DDDC nor the DVLA would take action.

PART I – NON-CONFIDENTIAL INFORMATION

075/2016 Apologies for Absence

No apologies were received.

076/2016 Declaration of Interests

No pecuniary interests were declared.

077/2016 Acceptance & Signing of Previous Minutes and Matters Arising

It was **resolved** to accept the minutes of the Annual Meeting of the Parish Council of 03/05/16 subject to a clerical change.

It was **resolved** to accept the minutes of the Extraordinary Meeting of the Parish Council of 19/05/16.

It was **resolved** to accept the minutes of the Finance committee meeting of 19/05/16.

It was **resolved** to accept the minutes of the Carnival committee meeting of 26/05/16 subject to the correction of a typographical error.

It was **resolved** to accept the minutes of the Car Parking committee meeting of 31/05/16 subject to a clerical change.

078/2016 Finance

Financial Authorisations

| | Payee | Purpose | Amount (£) | Cheque Number |
|----|---------------------------------|---|------------------|---------------|
| 1 | Mr S Lawless | Clerk's salary, allowance & expenses (£73.42) | 694.72 | 100818 |
| 2 | Mr G Storey | Caretaking Work - Inspections | 81.00 | 100819 |
| 3 | Mr J Frith | Caretaking Work – Mowing PG | 40.00 | 100820 |
| 4 | Mr S Hill | Caretaking – Bench Repairs | 335.00 | 100821 |
| 5 | Mr G E Davies | Caretaking – Grass Mowing | 240.00 | 100822 |
| 6 | Hodgson & Co | Preparation of accounts & Annual Return | 720.00 | 100823 |
| 7 | Knowles Warwick | Internal Audit of Accounts | 240.00 | 100824 |
| 8 | Bradwell War Memorial Hall | Hire charges – 01/04 & 26/04 | 105.00 | 100825 |
| 9 | Mr S Lawless | Purchase of new marquee | 804.00 | 100826 |
| 10 | Bradwell Packaging Services Ltd | Storage Charges – 30/5 – 26/6 | 48.00 | 100827 |
| 11 | Bradwell CLT | S137 grant previous agreed | 500.00 | 100828 |
| 12 | High Peak Heating Supplies | Caretaking Materials | 51.82 | 100829 |
| | | | | |
| | TOTAL | | £3,859.54 | |

It was **resolved** to authorise the above twelve transactions above together with the following five supplementary transactions.

| | Payee | Description | Amount | Cheque |
|----|----------------------------|--------------------------------------|-----------------|--------|
| 13 | Sutcliffe Play Ltd | Caretaking - Spares for Swings | 126.07 | 100830 |
| 14 | Play Inspection Co Ltd | RoSPA Inspections – TBPF & BPPF | 150.00 | 100831 |
| 15 | Bradwell War Memorial Hall | Small Room Letting Charge – 26/05/16 | 19.00 | 100832 |
| 16 | Mr A Samwell | Cleaning Bus Shelter Glass | 10.00 | 100833 |
| 17 | Mr P Downing | Chair's Allowance – Gift to Resident | 30.00 | 100834 |
| | | | | |
| | TOTAL | | £ 335.07 | |

Other Financial Matters

The Clerk gave his financial report including the latest financial position following payment of the above transactions and receipts received.

Cllr Nash gave his report from the Finance committee following its recent meeting. His report included:-

- The committee has reviewed the 2015/16 accounts and found them to be satisfactory. These accounts show a significant saving against the budget of £17k and the committee recommended that these accounts be accepted by council.
It was **resolved** to accept these accounts which were then signed by the Chair.
- The committee recommended that the following transfers be made to the start of 2016/17 financial year accounts:-
 - £2,630 from General Fund to the S137 fund to start at £4,000.
(This allows for the delayed payment of £500 to the CLT).
 - £1,273 from Neighbourhood Plan (NP) fund to General Fund and to close the NP fund.
 - £1,273 from the General Fund to the Car Parking Fund.
 - £1,484 from General Fund to Carnival Fund to start at £3,075.
 - £20,977 from General Fund to Sinking Fund to reduce the General Fund to the £30,000 level proposed by the 5-year plan.It was **resolved** to accept these start of year transfers between council funds.
- The committee recommended that Sections 1 & 2 of the Annual Return be signed and the document, together with supporting documentation, be sent to Grant Thornton, the External Auditor. It was **resolved** to accept Sections 1 & 2 of the Annual Return. These Sections were then signed by the Chair & the Clerk as appropriate.

079/2016 Parish Council processes

It was decided not to review the council's Standing Orders, Financial Regulations and Finance committee Terms of Reference until the Clerk has investigated the implications of using the Contract Finders website.

The council's policies were reviewed. It was **resolved** to amend policy number 5 to more fully explain the role of ex-officio members of committees.

The council's Complaints Procedure was reviewed. It was decided that volunteers to council activities should be considered to be council employees and that the Complaints procedure should be operated as at present. The Clerk was asked to contact DALC to see if a template was available for complaints made about volunteers.

080/2016 Village Issues / Initiatives

Cllr Granger gave her report from the inaugural meeting of the Car Parking committee. Her report included the following:-

- Cllr Higgs was elected as vice-Chair.
- Changes to the Terms of Reference were agreed and these changes were proposed to council.
- The work of the committee to address car parking matters was planned. The village was divided into five areas and a committee member was assigned to survey each of the areas.
- The Soft Water Lane project was discussed.

The contract for the development works was discussed in detail. Cllr Granger felt that the reference to the possible concrete pad should be retained in the contract. As all required documents were not available during discussions, it was decided that the Clerk should convene an Extraordinary PC meeting as soon as convenient when all the appropriate documents would be available.

Plans for the provision of Youth Activities were considered. It was decided that members of the present Youth Club committee will meet to propose ideas for the provision of youth activities solely for Bradwell youth and for an appropriate training programme to be given to all committee members and volunteers.

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

- A new 4m * 12m marquee is now available.
- Applications to DCC have been made for three road closures.
- Judges have been appointed for the Queens.
- Cllr Downing is to arrange for the Morris Dancers.
- Cllr Nash is to arrange for a bar to be manned by the CLT.
- The Clerk is to purchase some additional bunting.

The need to remove rubbish & weed from the Brook was considered. It was **resolved** that the council would underwrite the cost, up to £750, from the General Fund. It was also decided that an article will be included in Bradwell News informing residents of this matter and that the Clerk will write to DCC Cllr Twigg & DDDC Cllr Furness to apply for grants towards this cost.

Progress in the acquisition and installation of a defibrillator in the village was considered. It was noted that the defibrillator has been installed in the BT kiosk on Brookside by Cllr Salvage. We now await instructions on inserting a code in the cabinet before registering the device with the Ambulance Service.

081/2016 Playing Fields, Open Spaces & Village Caretaking

Cllr Lancaster gave her initial report from the Playing Fields & Open Spaces committee. Her report included:-

- The RoSPA inspection reports of the playing fields have now been received. These reports included some negative aspects, especially about the BPPF wooden play equipment.
- It was noted that the RoSPA inspector recommended that the BPPF Tyre Traverse should be closed until the main structure is repaired.
- The PFOS committee is due to meet soon to consider the condition of the playing fields and the RoSPA reports.
- It was **resolved** to remove the vandalised Perspex wall in the BPPF Youth Shelter if the cost of doing so is less than £200.

Progress in dealing with the council quarry in Bradwell Dale was considered. It was noted that the land owner of the adjacent land has not yet been able to retrieve his deeds from the Land Registry. It was **resolved** that the sale of the Quarry should proceed, using the wording used recently by PDNPA in selling plots of woodland.

It was also decided that efforts be made to obtain copies of the Bradwell Inclosure Act and associated map to further inform the sale documentation.

Cllr Lancaster reported on progress in the provision of allotments in the village. She reported that she would be in a better position to report at next month's PC meeting.

Following the 'spring clean' of the council store facilities at TBPF it was decided to install some new racking on the left hand wall similar to that on the right hand wall. It was **resolved** to spend up to £500 on the purchase of this new racking.

The Clerk gave an update on recent caretaking activities. He reported that:-

- All mowing activities were proceeding as usual.
- Considerable work has been done in refurbishing and treating council benches.
- Routine litter picking and inspection of play equipment is proceeding as usual.
- No progress has been made in the repair of the stone walling at BPPF.

082/2016 DCC Highways and Rights of Way

Progress in the initiative to install a 'Welcome to Bradwell' sign and up to 15 new concrete planters in the verges was considered. Cllrs Lancaster & Sowerby are to discuss the planters with Hope Construction Materials.

The Clerk gave a progress report on the DCC work to install road signs to alleviate HGV traffic problems in the village. He reported that two signs have now been installed and that DCC has issued orders to install the remainder. It is now expected to take three months for these to be installed.

Cllr Furness gave a progress report on the DCC work to resolve issues on the Bradwell Edge footpath / bridleway. He reported that he took part in a site visit with other interested parties and agreed changes to the modification order. Once the modification order has been legally authorised, PDNPA will start repairing and improving the newly created footpath, which could include improvements to the top end of Edge Lane. The section which was the site of the recent accident will be closed off and the path will be re-routed closer to the hedge & steps will be introduced at some of the steeper sections.

The communication from the Peak District Green Lanes Alliance regarding the application to designate a lane in Pindale as a B.O.A.T. was considered. It was decided not to take any action.

The consultation request (deadline of 24/07/16) by DCC via DDCVS on its proposal to cut funding to the voluntary / community sector was considered. It was decided that the Clerk should circulate this letter to all members for their individual responses.

083/2016 PDNPA & Planning Applications

| Type | Date of Application / Notice | Reference | Property | Summary |
|---------|------------------------------|------------------|--|--|
| Granted | 16/02/16 | NP DDD 0216 0131 | Ferndown, Smalldale, Bradwell | Alterations and extension to existing building. Council supported this application (9/0). |
| Refused | 17/02/16 | NP DDD 0216 0112 | Lyndale House, Church Street, Bradwell | Section 73 application removal of condition to allow the use as a dwelling. Council objected to this application (0/4). |
| Granted | 27/01/16 | NP DDD 0116 0060 | Newburgh House, Netherside, Bradwell | Renovate house & rear garden. Council supported this application (8/2). |

The above planning applications were noted.

The amended planning application (NP DDD 0815 0779) for the Newburgh site involving the demolition of existing industrial buildings, the development of 55 dwellings (C3), and the erection of a 929 m² industrial unit was considered. It was resolved that Cllrs Granger, Higgs and Nash should speak at the PDNPA Planning committee meeting of 17th June 2016. Once they have had chance to consider the officer's report, they are to draft their speeches for the planning committee and circulate these to councillors for comment.

The potential planning issues observed around the parish were considered. These, together with the cases where PDNPA apply inappropriate conditions when granting planning consent, will be raised with PDNPA Planning Director at a later date, once the Newburgh matter has been settled.

084/2016 Other Partner Authorities / Agencies

Progress with the invitation from the Derbyshire Constabulary to contribute towards the cost of a non-evidential laser to assist with the Community Speed Watch scheme had been considered earlier under Public Participation.

085/2016 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

Recent Meetings:

| Date | Event | Council Representative(s) |
|----------|---|---------------------------|
| 12/05/16 | Police - Fraud & Cyber security event RBS, Main Road, Hathersage 14:00 – 16:00 | |
| 25/05/16 | PDNPA Monitoring & Enforcement course Aldern House, Bakewell 17:30 – 19:30 | Cllrs Downing & Granger |

Future Meetings:

| Date | Event | Council Representative(s) |
|-----------------|---|---------------------------|
| May - Aug | Mental Health Awareness Training Various Locations | |
| 02/06/16 | DDCVS – Good Governance Training ABC Bakewell from 09:30 – 13:00 | |
| 08/06/16 | Hope Valley Meeting Old School Room (behind Church), Hope 10:00 – 12:00 | |
| 15/06/16 | PDNPA Monitoring & Enforcement course Aldern House, Bakewell 17:30 – 19:30 | Clr Kirkham & Clr Nash |
| 27/06/16 | DCC Parish Liaison Meeting County Hall, Matlock from 18:00 – 20:00 | |
| 06-07 /09/16 | Rural Services Network – Rural Conference 2016 Park Campus, Cheltenham – 2 day event | |
| | | |

086/2016 Publications / Information Received

| Date of Information | Description | Decision Req'd |
|---------------------|--|----------------|
| 27/04/16 | DDDC – Notification of Police Commissioner election (05/05/16) | |
| 27/04/16 | DCC – Information on DCC On-line Book Club | |
| 28/04/16 | Police – Fraud & Cyber Security event at RBS | |
| 28/04/16 | PDNPA – Parishes Planning Bulletin 13 | |
| 30/04/16 | PDGLA – May 2016 Newsletter | |
| 03/05/16 | Dales Housing – Village Walkabout – 17 th May | |
| 04/05/16 | OSS – Appeal for Financial Help for Campaign | |
| 04/05/16 | Clerks & Councils Direct; | |
| 05/05/16 | DALC General Circular 08 – Governance and Accountability; Locum Clerks; Neighbourhood Planning Champion; Local Council Awards Scheme; S137 & Power of General Competence; Tesco Bags of Help; NALC Star Councils Awards; Sheepwatch; Local Council Administration 10 th Edition; CiLCA Training | |
| 06/05/16 | Bradda Dads – Thank You letter for use of Marquee | |
| 06/05/16 | DDDC – Aviva Women’s Tour comes to Derbyshire (17/06/16) | |
| 09/05/16 | PDNPA – Public supports business backing for National Parks | |
| 10/05/16 | DCC – Officer’s Report on application for BOAT at Pindale | |
| 10/05/16 | PPPF – Re PDNPA Enforcement courses | |
| 10/05/16 | DDDC – Volunteers Week | |
| 10/05/16 | DALC General Circular 09 – Internal Auditor List; New Financial Regulations; Transparency; Courses | |
| 11/05/16 | PDNPA – PD CEO blazes charity cycle trail | |
| 11/05/16 | PDNPA –Photo Gallery welcomes Kate Bellis’s Exhibition | |
| 13/05/16 | Untold Theatre – Touring Theatre in the Community | |
| 13/05/16 | Pre-School – Information on the Bradwell Hill Billy cycling event | |
| 17/05/16 | DDCVS – May Update | |
| 18/05/16 | Volunteering Opportunities | |
| 19/05/16 | DDDC – Volunteer Week events | |
| 21/05/16 | Police – Advanced Notice of a wide load on local roads 29/05/16 | |
| 24/05/16 | The Great Outdoor Gym Co - Next Round of Tesco Funding | Y |
| 26/05/16 | Public Sector Network – Newsletter May 2016 | |
| 26/05/16 | NDCCG – 21C #joinedupcare Update | |
| 26/05/16 | DALC – PCC & Queen’s 90 th and Vacancy notification | |
| 28/05/16 | Little Blessings – Launch of Cherish Family Support 28/06/16 | |
| | | |

The above publications were noted.

087/2016 Date of Next meeting

The next parish council meeting will commence at 7:30 p.m. on Tuesday 5th July 2016 in the Methodist Lounge, Towngate, Bradwell.

The meeting concluded at 10:50 p.m.