

# BRADWELL PARISH COUNCIL

## **Minutes of the Annual Meeting of the Parish Council held at 7:30 p.m. on Tuesday 1<sup>st</sup> May 2012**

**Present:** Cllr R Davies, Cllr V Horstead, Cllr K Lancaster,  
Cllr A Nash (vice-chair), Cllr R Stevens

Mr S Lawless (Clerk)

Member of the Public:  
DDDC Cllr C Furness, Ms Lesley Swain, 4 young people

### **PUBLIC PARTICIPATION**

The four young people addressed council to discuss progress with their request for a skate park (for bikes, skateboards and scooters) to be installed in the village. It was noted that the Whaley Bridge Skate Park has already been sold. Cllr Higgs is to be asked to give an email progress report to Ayrton Slater. The young people then left the meeting.

### **041/2012 Election of the Chairman & Signing of Acceptance of Office**

It was **resolved** to elect Cllr P Downing as Chair of the council. Cllr Downing will sign the Acceptance of Office on his return to Bradwell.

### **042/2012 Election of the Vice-Chairman & Signing of Acceptance of Office**

It was decided to defer the election of vice-Chair until the next meeting.

### **043/2012 Apologies for Absence**

Apologies were received from Cllr P Downing by reason of work commitments, from Cllr P Higgs by reason of holiday arrangements and from Cllr S Ridgeway by reason of academic commitments. These apologies were accepted by the meeting. Cllr L Granger was absent.

### **044/2012 Declaration of Members' Interests**

Cllr Davies declared a personal interest in the PDNPA (049/2012), Cllr Horstead declared a personal interest in the allotments (052/2012) and Cllr Stevens declared a personal interest of the planning application from Newburgh Estates Ltd (057/2012).

### **045/2012 Appointment to Committees and External Representation**

It was decided to defer this matter until the next meeting.

### **046/2012 Appointment of Internal Auditor**

It was **resolved** to re-appoint Mrs G Nowell as Internal Auditor.

### **047/2012 Acceptance & Signing of Previous Minutes and Matters Arising**

It was **resolved** to accept the minutes of the Meeting of the Parish Council of 3<sup>rd</sup> April 2012.

It was **resolved** to accept the minutes of the Carnival committee meeting of 10<sup>th</sup> April 2012.

It was **resolved** to accept the minutes of the Youth Club meeting of 12<sup>th</sup> April 2012.

It was **resolved** to accept the minutes of the Finance committee meeting of 23<sup>rd</sup> April 2012.

## 048/2012 Finance

### Authorisations for Approval

	Payee	Purpose	Amount (£)	Cheque Number
1	Mr S Lawless	Clerk's salary, allowances & expenses (£53.03).	669.65	100156
2	Mr P Nicols	Caretaking Services	127.50	100157
3	Mr A Samwell	Bus Shelter Cleaning	10.00	100158
4	Bradwell Methodist Church	Room Hire 2011/12	215.00	100159
5	Bradwell Memorial Hall	Room Hire – 10/04/12	18.00	100160
6	Wm Eyre & Sons	Caretaking Materials	13.28	100161
	<b>TOTAL</b>		<b>£1,053.43</b>	

It was **resolved** to authorise the above 6 financial transactions together with the following 6 supplementary transactions.

Ref	Payee	Description	Amount	Cheque
7	Post Office Ltd.	Derbyshire Dales District Council (empty BPPF litter bin)	£37.92	100162
8	Mr J Frith	Caretaking Services	£50.00	100163
9	Mrs E Day	Youth Club Leader services	£109.60	100164
10	G.E. & M.P. Davies	Grass Mowing for March	£200.00	100165
11	Gillian Nowell FCA	Internal Audit fees	£250.00	100166
12	Mr P Maden	Youth Club Assistant	£100.00	100167
	<b>TOTAL</b>		<b>£747.52</b>	

### Other Financial Matters

Cllr Stevens gave a report of the recent Finance committee meeting which included:-

- The proposed 5 year rolling financial plan has been agreed and now needs to be implemented. The Finance committee will work on this.
- Following advice from the Internal Auditor, the committee proposed that council assets be depreciated by 20% p.a. in the accounts. It was **resolved** to accept this recommendation.

The Clerk presented the 2011 – 2012 annual accounts and the Internal Auditor's annual report. It was **resolved** to accept these accounts and they were signed by Cllr Nash. One figure is to be clarified by the Clerk.

The Clerk presented the 2011 – 2012 Annual Report. It was **resolved** to accept this report subject to one figure being clarified by the Clerk.

It was **resolved** to authorise the Clerk to obtain the best value insurance from Came & Company to include all council assets for the council's annual insurance up to an annual limit of £1,400 and to accept the three year fixed price option with free initial month's cover.

## 049/2012 Parish Council Processes

The need to co-opt one new councillor to the council was considered. It was **resolved** to suspend Standing Orders to allow Ms L Swain to address the council. Ms Swain gave a brief presentation and answered a number of queries. Ms Swain and the public then retired from the room. After consideration the public returned to the room and council informed Ms Swain that it felt unable to reach a decision with only five members present and so deferred this matter until the next meeting. It was **resolved** to re-instate Standing Orders.

The Ballot Paper for the appointment of a Parish Member to the PDNPA was considered and it was **resolved** to vote for Cllr Davies.

The contract for the Youth Leader was considered and it was decided to refer this matter to the next meeting of the Youth Club for its recommendation and then to consider this again at the next council meeting.

The Terms of Reference of the Carnival, Finance, Playing Fields, and Youth Club committees were considered. It was **resolved** to accept all these Terms of Reference with one change to those of the Finance committee.

The fact that the new publication 'Standing Orders for Local Councils' advised in DALC Circular 10/2010 is widely ignored was noted and the existing version was accepted.

It was noted that individual members' Register of Financial and Other Interest declarations should be reviewed and updated as required and the updated document then copied to DDDC.

The council Financial Regulations were considered and it was **resolved** to accept these unchanged.

The council policies were considered and it was **resolved** to accept these unchanged.

The Complaints Procedure was considered and it was **resolved** to accept this unchanged.

The council's Risk Analysis was reviewed and it was **resolved** to accept this unchanged. This document was signed by the Cllr Nash.

It was noted that although the RFO vacancy has been advertised since last November no applications have been received.

It was noted that the Power of Well Being has now been superseded by the new 'General Power of Competence' introduced in the Localism Act 2011. The Clerk is to clarify the conditions required to qualify to use this power.

#### **050/2012 Village Issues / Initiatives**

The format & running of the Annual Parish Meeting of Tuesday 24<sup>th</sup> April was considered.

The Clerk is to put this matter on the agenda for the January meeting when council will decide which village organisations to invite to the meeting.

It was **resolved** to suspend Standing Orders to allow DDDC Cllr Furness to address the meeting. Cllr Furness gave further details of DDDC plans for changes to domestic waste collection. He stated that DDDC would send a leaflet to every dwelling. Residents with queries should address them to DDDC directly. It was **resolved** to re-instate Standing Orders.

Cllr Downing and the Clerk are to draft the council Annual Report for inclusion in the Bradwell News and it was **resolved** to pay around £82.50 for this insert to be copied & distributed.

The latest monthly Policing report for Bradwell was considered. The Clerk reported that the Police had raised the following three points with him:-

- a) two young people had put themselves at risk by playing in the swollen Brook. The Police asked the council to fix warning signs along the Brook. It was decided to insert articles in the Bradwell News to warn parents of this dangerous activity.
- b) the Police reported that they would like more residents to assist with Traffic Watch. It was decided to include an article to this effect in Bradwell News
- c) shed alarms are available for purchase from the Police station.

Cllr Horstead's report on the recent events concerning the Youth Club included:-

- The committee was working to apply for a number of grants
- That Mr N Seymour has resigned from the committee (but not as a volunteer).

Cllr Horstead's report from the Carnival committee included the following points:-

- Planning was proceeding well
- The young people who attended the previous committee meeting did not return.

The matter of the request by village residents for the provision of a village Skate Park has been dealt with earlier under Public Participation.

The DDDC letter regarding the Queen's Diamond Jubilee Beacons event and the Big Jubilee Lunch was considered. The Clerk was asked to forward this letter to village organisations involved in planning celebrations.

The DDDC grant scheme for the Jubilee & Olympic events was considered. The Clerk was asked to forward this letter to village organisations involved in planning celebrations.

The letter of thanks from Bradda Dads for use of the council marquee for their charity fell race was noted.

### **051/2012 Playing Fields & Village Caretaking**

The Clerk gave a brief update on the recent caretaking activities. The matter of the damaged bench adjacent to Gore Lane bus shelter is to be progressed.

In the absence of Cllr Higgs, the report from the Playing Fields committee was deferred until the next meeting.

The request from a Sheffield organisation to use Beggars Plot as a feeding / aid station for their charity fell race on Sunday 26<sup>th</sup> August was considered. It was **resolved** that the Clerk should refer the applicant to the Sports Club for use of the Sports Field. If this approach is not satisfactory, then permission to use Beggars Plot will be granted subject to a number of conditions.

### **052/2012 Highways, Rights of Way & Open Spaces**

Cllr Horstead gave a progress report in the council's provision of allotments. She reported that a field has been identified and discussions on the financial arrangements are taking place.

The matter of improving the appearance of the plot of land near St. Ives Bridge was considered. It was decided that the Clerk should investigate the powers available under the Localism Act 2011 to 'List' property to be preserved and kept in good order.

The letter from a resident for a small plot of land adjacent to his home to be reinstated was considered. It was decided that the Clerk should acknowledge the resident's letter and in the meantime that Cllr Davies should progress this matter with the Police.

The email petitioning against Wind Turbines was considered and it was decided that no response should be sent by the council but that individual councillors, if so minded, should send personal responses.

The temporary road closure by DCC of Smithy Hill on 20<sup>th</sup> May 2012 for one day for maintenance purposes was noted.

### **053/2012 Planning Applications**

Type	Date of Application / Notice	Reference	Property	Summary
		None this month		

#### **Newburgh Estates Ltd.**

No progress was noted with the amended Outline Planning Application, NP/DDD/1208/1089, from Newburgh Estates Ltd. for the Newburgh site.

The responses from the Communities & Local Government department Minister and from Rt. Hon. Patrick McLoughlin MP to the council's letter in support of the new proposal regarding the handling of large planning applications were noted, as was the follow-up response to our request to sign the Early Day Motion 2824.

**054/2012 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies**

**Recent Meetings:**

Date	Event	Council Representative(s)
14/04/12	Derbyshire ECO centre – Spring Fair 11:00 – 16:00	
26/04/12	DCC Parish & Town Council Liaison Forum County Hall, Matlock from 18:00 Cllr Davies was unable to attend this meeting.	Cllr Davies
17/05/12	SLCC South Yorks Branch Conference Aston Hall Hotel, Sheffield 10:00 – 15:30	

**Future Meetings:**

Date	Event	Council Representative(s)
02/05/12	PDNPA Planning Surgery Visitor Centre – Castleton 17:00 – 19:30	
03/05/12	Hope Valley College 'Open Evening' from 18:30 – 19:30	
03/07/12	PPPF – PDNPA Liaison Meeting Aldern House, Baslow Rd, Bakewell from 18:30	

**055/2012 Publications / Information Received**

Date of Information	Description	Decision Req'd
20/04/12	DALC – Circular 17: DALC General Circular; Play Area Inspection Training; Ping! Funding Opportunity; Derbyshire Trusted Bfrriending Network – Questionnaire; Support from HMRC for Parish Clerks; Fields in Trust Publication	
20/04/12	DALC – Circular 18: DALC Clerks' Day 2012 - Update	
20/04/12	DALC – Circular 19: DALC General Circular; Localism Update; Local Councils Key Role in Delivery; NPPF Could Benefit Local Communities	

The above communications were noted.

**056/2012 Date of Next meeting**

The next Meeting of the Parish Council will be held at 7:30 p.m. on Tuesday 12<sup>th</sup> June 2012 in the Methodist Lounge.

**The meeting concluded at 10:25 p.m.**