

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 1st June 2010

Present: Cllr R Davies, Cllr P Downing (Chair), Cllr C Furness, Cllr V Horstead,
Cllr J Lawson, Cllr A Nash, Cllr S Nunn, Cllr A Slater and Cllr J Walker

Mr S Lawless (Clerk)

Mr D Hutchinson & Mr J Millen of DF&R attended this meeting.

PUBLIC PARTICIPATION

There was no public participation at this point.

069/2010 Apologies for Absence

Cllr S Eyre was absent.

Mr P Nicols (Caretaker) offered his apology by reason of alternative arrangements.

This apology was accepted by the meeting.

070/2010 Declaration of Members' Interests

Cllr Horstead declared personal interests in the matters of the WI financial application (072/2010) and the allotments (076/2010), Cllr Lawson declared a personal interest matter of the Bradwell Cycling Club financial application (072/2010) and Cllr Nash declared a personal interest in the matter of the appointment of the new RFO (073/2010) & the New Church Street matter (077/2010).

071/2010 Acceptance of Previous Minutes and Matters Arising

It was **resolved** to accept the minutes of the Parish Council Meeting of 11th May 2010.

It was **resolved** to accept the minutes of the Playing Fields committee meeting of 26th May 2010 as tabled at the meeting.

There were no matters arising.

072/2010 Finance

Authorisations for Approval

Ref.	Payee	Amount (£)	Purpose
1	Mr S Lawless	910.95	Clerk's adjusted salary, allowances & expenses (total £403.37 incl. £322.95 YC)
2	Mrs S Wharton	56.00	YC Cleaning
3	Brian Nichols Gas Services	150.00	Caretaking Services
4	Mr J Frith	30.00	Caretaking Services
5	Mr A Samwell	10.00	Bus Shelter Cleaning
6	Derbyshire County Council	5,172.34	Grounds Maintenance Services 2009/2010
7	Pennine Woodworking Ltd	2,935.15	Supply of 5 wooden benches
8	Bradwell War Memorial Hall	16.00	Hall Hire
9	HMRC	717.65	PAYE & NI payments
10	Gillian Nowell FCA	350.00	Internal Audit Services
	TOTAL	£10,348.09	

It was **resolved** to approve all the above financials authorisations except item number 6. The Clerk was asked to clarify the amount of this invoice.

Matters Raised by the Clerk (working papers were tabled at the meeting)

The Clerk presented the 2009/2010 accounts, and highlighted the main points of interest. The Internal Auditor had raised two points in particular with these accounts, namely a) a current Risk Assessment had not been prepared and b) a current Fixed Assets Register had not been prepared. These accounts have now been completed by the RFO and have now been approved by the Internal Auditor. The Clerk was asked to clarify the policy of recording depreciation in the accounts. It was **resolved** to accept the 2009/2010 accounts and the Chair signed the accounts.

The Clerk presented the Annual Return and highlighted the main points. This document is required by the Audit Commission as our External Auditor. It was **resolved** to accept the Annual Return and the Chair signed the document.

Other Financial Matters

The letter from Rebellion Knoll W.I. requesting authorisation to spend up to £100 on summer bedding plants for village tubs was discussed. It was **resolved** to authorise the WI to purchase for bedding plants up to £100.

The letter from a resident that the council accounts be publicised in Bradwell News was discussed. It was **resolved** that the Clerk should send the reply, as agreed by council, to the resident.

The request from the Bradwell Cycling Club to make a S137 donation of £50, which it will match, to the running costs of the First Responder defibrillator was discussed. It was **resolved** to authorise this £50 payment.

073/2010 Parish Council Processes

It was **resolved** that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

The reason given for this exclusion is under the Freedom of Information Act exemption Section 40 – personal Information

Cllr Downing presented his report on recruiting a new RFO. It was **resolved** that the position of RFO be offered to Mr Richard Chester, subject to a three month probationary period, and that he be paid on an hourly basis of £8.50 per hour. He would be expected to attend council meetings as a required part of his duties.

It was **resolved** to conduct further business in a non-confidential manner.

The appointment of members to committees and external bodies was reviewed. It was **resolved** that Cllr Downing should be appointed to the Youth Centre committee, and that Cllr Lawson should discuss the duties of membership of the Bradwell War Memorial Hall committee with Cllr Downing.

The need to re-establish a Finance committee was discussed. It was **resolved** to establish a Finance committee with Cllr Furness as Chair and with Cllrs Nash, Lawson, Nunn and Slater as members.

It was decided to delegate the review of the Financial Regulations to the Finance committee.

The organisation of the Youth Centre was discussed. It was decided that this matter should be discussed at the Youth Centre next meeting.

The review the Terms of Reference of the Youth Centre was discussed. It was decided that this matter should be discussed at the next Youth Centre meeting.

The recent Power of Well Being course was reviewed. Cllrs Furness and Lawson attended this course. It was decided that Cllr Downing should attend the course on 27/07/10 and that Cllrs Davies and Walker should also attempt to attend this course.

The role of members in spotting and acting on inappropriate building work was discussed. It was decided that the existing process of reporting these to the Clerk for him to contact the appropriate authority should continue.

The suggestion that council meetings should be recorded was discussed. It was decided not to proceed with this suggestion.

074/2010 Village Issues / Initiatives

No report was available from Derbyshire Constabulary.

It was **resolved** to suspend Standing Orders to allow the members of the DF&R to address the council.

Mr D Hutchinson & Mr J Millen of DF&R addressed the meeting regarding plans for the retained service in Bradwell. They stated that there were no plans to change the status of the station in Bradwell. The delivery of F&R service was being reviewed country-wide following a major incident where a number of fire fighters had been killed, especially the need to ensure that all personnel were fully trained. A six month evaluation & training period was underway. Staff were expected to undertake 2 hours training per week. Bradwell has a specific problem in that the manning level is seriously low and could be down from a maximum of 15 to 6 staff next year.

Suggestions were discussed as to how the council could help in any way. Among others suggestions it was agreed that recruitment information could be posted in Bradwell News and that DF&R could supply a manned DF&R information stall on the Carnival field.

Cllr Downing thanked Mr Hutchinson & Mr Millen for attending.

It was **resolved** to reinstate Standing Orders.

Cllr Walker gave his report on the operation of the Youth Centre. His report included the following information a) DCC had stated that they would be unable to provide two support workers per evening in future, b) the Council would need to take over control of the centre and that three volunteers per session would now be required, c) DCC could provide training for volunteers d) a new CRB co-ordinator would be required, e) money had been returned from last year's Carnival BBQ, f) an excursion was being planned and g) money was required to provide a BBQ for this year's Carnival. It was **resolved** to spend up to £250 for the excursion and up to £150 to provide BBQ supplies with Holdworths.

The Clerk reported that no progress had been made in completing the Community Response Plan for Civil Emergencies.

075/2010 Playing Fields & Village Caretaking

The Clerk gave a report on the caretaking activities of the last month. The Clerk is to progress the outstanding tasks. Cllr Davies is to advise the Clerk of other potential caretakers.

Cllr Lawson gave her report on the recent meeting of the Playing Fields committee. Her report included the following information a) the RoSPA report was due soon, b) a resident had complained about the state of the Youth Shelter, c) the cleaning of the Youth Shelter glass is to be improved, d) new 'No Dogs' signs are to be installed, e) the committee did not think it appropriate to create a three year plan for Town Bottom, f) the Clerk is to get quotes for the supply and installation of new equipment on Town bottom and g) it was expected to present proposals for new equipment at the next council meeting.

076/2010 Highways, Rights of Way & Open Spaces

Cllr Downing reviewed progress in the council's provision of allotments. Cllr Davies was asked to see if it would be possible to acquire use of the Lafarge field, Cllr Downing is to contact the Chair of the Allotments Group, and the Clerk is to write again to the owner of the Town Lane field.

Cllr Downing reported on progress for the production and installation of a Village Map. Quotes are being obtained for the production of the map and for a wooden stand.

Cllr Furness reported on the visit by DCC councillors to review rights of way. DCC Cllr Jackson is to progress the issues raised during the visit with DCC staff.

Cllr Downing reported on recent meetings of local parish councils trying to protect our ancient lanes. He stated that the meeting proposed to establish a formal group to progress this initiative. This approach was discussed and concerns were raised that a formal group might concentrate on matters not local to Bradwell and that the council should concentrate on the implementation of the Brough Lane management plan. It was decided that Cllrs Downing & Furness should attend the meeting of this group planned for the following day and then report back to the council at the next meeting.

The advertisement from BTCV to carry out conservation work at £270 per day was noted.

077/2010 Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
New	06/05/10	NP DDD 0510 0433	The Sett, Dale End, Bradwell	Re-roof using stone slates and fit 9 rooflights.
Granted	17/02/10	NP DDD 0210 0137	The Homestead, Town Lane, Bradwell	Construction of a stone-built garden shed and erection of a small summer house The council objected to this application.

The above planning applications were noted.

Newburgh Estates Ltd.

Cllr Downing reported that no progress had been noted with this planning application since the last meeting. We still await the submission of the amended planning application.

It was **resolved** that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

The reason given for this exclusion is under the Freedom of Information Act exemption Section 36 – conduct of public affairs.

The letter received from DDDC was read by Cllr Downing. It was **resolved** that a solicitor should be instructed to advise on the council aspects of this letter.

It was **resolved** to conduct further business in non-confidential manner.

078/2010 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

Recent Meetings:

Date	Event	Council Representative(s)

Future Meetings:

Date	Event	Council Representative(s)
09/06/10	DALC – Land Registry Training Event DALC Office, Church St., Wirksworth DE4 4EY Session Times:- 10:30; 13:00 & 15:00	
12/07/10	Peak Park Parishes Forum – Annual Liaison Meeting PDNPA Aldern House, Baslow Rd, Bakewell from 18:00	
12/10/10	Derbyshire Constabulary Annual Parish Councils Evening – Police HQ, Butterley Hall, Ripley at 19:00	
21/10/10	DCC - Parish & Town Council Liaison Forum Members Room, County Hall, Matlock (evening - time tbc)	

079/2010 Publications / Information Received

Date of Information	Description	Decision Req'd
07/05/10	Clerks & Councils Direct May Magazine	
07/05/10	DCC – Local Transport Plan to 2026 – consultation / questionnaire request on www.derbyshire.gov.uk/transportconsultation Closing Date is 17 th June 2010. No action was agreed.	Y
07/05/10	DALC – Circular 24: General Circular; Employee Absence; bringing People Together; Development of Credit Union; East Midlands Allotments Officers' Forum; Training for People responsible for Play Areas; car Allowances	
10/05/10	DALC – Circular 25: Derbyshire Constabulary Annual Parish Councils Evening – Tuesday 12 October	
11/05/10	Derbyshire Eco Centre – Introductory sessions & Training courses	
12/05/10	DALC – Circular 26: General Circular; New Standing Orders; District Audit; Insurance; Vacancies	
12/05/10	DALC – Circular 27: Land Registry Training Event	
13/05/10	DCC – Derbyshire Gold – Summer magazine	
14/05/10	Rural Action Derbyshire – The Playing Field - Spring 2010 newsletter plus advertisements	
22/05/10	PCC – Letter of thanks from St Barnabas PCC for the S137 grant for the maintenance of the Clock.	
25/05/10	DCC – Parish & Town Council Liaison Forum – survey on helping with maintenance on http://www.derbyshire.gov.uk/parishliaison Closing Date is 26 th July 2010. No action was agreed.	Y

The above information was made available to all members.

080/2010 Date of Next meeting

The next meeting of the Parish Council will be held on Tuesday 6th July 2010 in the Methodist Lounge starting at 7:30 p.m.

The meeting concluded at 11:20 p.m.