

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Wednesday 2nd April 2014

Present: Cllr R Davies, Cllr P Downing, Cllr L Granger, Cllr P Higgs,
Cllr V Horstead, Cllr M Salvage Cllr L Sowerby,

Mr S Lawless (Clerk)

Members of the public: DDDC Cllr C Furness

PUBLIC PARTICIPATION

There was no public participation at this point.

PART I – NON-CONFIDENTIAL INFORMATION

025/2014 Apologies for Absence

Apologies were received from Cllr K Lancaster, Cllr A Nash, Cllr R Stevens by reason of alternative arrangements. These apologies were accepted by council.

026/2014 Declaration of Members' Interests

Cllr Horstead declared a personal interest in agenda item 032/2014, Allotments.
Cllrs Downing declared a personal interest in agenda item 028/2014, the matter of the S137 grant application for St Barnabas Clock.

027/2014 Acceptance & Signing of Previous Minutes and Matters Arising

It was **resolved** to accept the minutes of the Parish Council meeting of 04/03/14.
In matters arising, Cllr Downing gave an update on DFRS matters. He stated that another meeting has been arranged with a DFRS officer to discuss how Bradwell / Hathersage PCs can assist DFRS e.g. recruitment. A pre-meeting is to be planned to prepare for the DFRS meeting.

It was **resolved** to accept the minutes of the Finance committee meeting of 11/03/14.

It was **resolved** to accept the minutes of the Neighbourhood Planning committee meeting of 13/03/14.

The minutes of the Youth Club committee meeting of 27/03/14 were noted.

028/2014 Finance

Financial Authorisations

	Payee	Purpose	Amount (£)	Cheque Number
1	Mr S Lawless	Clerk's salary allowances & expenses (£38.00)	673.70	100463
2	Ms W Butler	YC Youth Leader's salary	160.00	100464
3	Ms L Austin	YC Youth Assistant's salary	125.00	100465
4	Mrs L Ward	YC Cleaning Services	60.00	100466
5	Mr G Storey	Caretaking Services	62.00	100467
6	Mr A Samwell	Bus Shelter Glass Cleaning	10.00	100468
7	Bradwell Methodist Church	Room Hire 2013/14	264.00	100469
8	Roger Yarwood	Planning Consultancy	400.00	100470
9	E.ON	Electricity Supply on Beggars Plot	29.26	100471
10	PPPF	Annual Subscription	24.00	100472
11	Post Office Ltd	HMRC – PAYE & NIC – 3 months	628.43	100473
12	Dan Critchlow	TBPF Fencing	78.56	100474
	TOTAL		£2,514.95	

It was **resolved** to authorise the above 12 financial transactions together with a payment of £6.00 to High Peak Heating Supplies for YC caretaking materials.

Other Financial Matters

The Clerk tabled an update on the latest financial position following payment of the above financial authorisations and summarised the year-end financial position. The Chair agreed to obtain a gift for some residents for their contribution to the village to exhaust this year's Chair's Allowance. The Clerk is to contact the Bradwell Sports Club to reiterate that the MUGA should continue to be owned by the council for at least seven years.

The Clerk also reported that a) the Annual Return forms have been received from the external auditor, Grant Thornton, b) he has advised the internal auditor of the required timescales to have the Annual Return completed and checked and c) the year-end RTI PAYE submissions have been made.

Cllr Granger gave her report from the last meeting of the Finance committee. She stated that at the next meeting it was planned to conduct a thorough review of the 5-year plan once the full 2013/14 accounts were available. The meeting will also prepare a finance statement for the Annual Parish Meeting. The Chair stated that Cllr Stevens has confirmed that she has only 'read' access to the council's Santander account and that the Chair would also seek this facility.

The application from St Barnabas P.C.C. for a financial grant of £130 towards the costs of maintaining the Church Clock was considered. It was **resolved** to grant this application for annual routine maintenance from the 2013/14 accounts subject to sight of the invoice.

029/2014 Parish Council Processes

The Clerk reported on progress on increasing the number and value of assets on the council's insurance policy. He reported a) that he was consulting with Came & Co to resolve inconsistencies in the categorisation of assets & b) that Came & Co. would not permit an increase the claim excess value in order to reduce premiums as this was Aviva's policy.

The plans for the next Annual Meeting of the Parish Council (AMPC) and the Annual Parish Meeting (APM) were discussed.

For the AMPC, it was decided that the meeting should include a) election of Chair & vice-Chair, b) appointment of members to committees, c) confirmation of all policies (e.g. Terms of Reference, Financial Regulations) and then d) a normal business meeting. The Clerk is to distribute all required documents in advance of the meeting to allow for members to review.

For the APM, it was decided that members should suggest to the Clerk the village groups to be invited to speak at the meeting for the Clerk to issue invitations. The Clerk & Chair will propose the agenda at the next PC meeting. The Clerk should also invite DCC, DDDC PDNPA and Constabulary representatives so that they can respond to questions.

The invitation for the council to be affiliated with the Peak District Green Lanes Alliance (PDGLA) was discussed. It was **resolved** that the council should apply to be affiliated to this organisation. Cllr Downing agreed to forward the latest PDGLA newsletter to members.

030/2014 Village Issues / Initiatives

Cllr Granger gave her report from the Neighbourhood Planning (NP) committee. Her report included a) progress was approximately a month behind schedule, b) generally in line with the project plan, c) some training in policy writing is to be arranged and d) Cllr Lancaster has proposed some policies.

Cllr Sowerby gave her report from the Youth Club committee following its recent meeting. She reported that a) the Mosaic project is progressing but is behind schedule, b) PCSO Boswell has provided details of a grant provider which has provided a grant of £500, c) Cllr Lancaster will liaise with Ms Butler (Youth Leader) & Ms Storey (Mosaic Artist) to agree an appropriate reimbursement. It is hoped to include the Youth Club in some Carnival events e.g. display the mosaics on the Carnival field.

Cllr Salvage gave his report from the Carnival committee. He reported that a) the Carnival committee has agreed to assist the Wells Dressing committee by taking on some of its tasks (e.g. road closures), b) progress with planning was on track and c) the next meeting was planned for the following evening.

The DCC consultation invitation on its proposed budget cuts was considered. It was decided that members should review the relevant information on the DCC website and be prepared to decide a course of action at the next council meeting.

The invitation from Derbyshire Constabulary to nominate a member of the Police as a Policeman of the Year was considered. It was **resolved** that the Clerk should nominate PCSO Boswell following his help in obtaining funding for the Youth Club.

The communication from Dales Housing regarding the availability of housing was noted. The Clerk is to investigate what housing was available and where and to advise members.

031/2014 Playing Fields, Open Spaces & Village Caretaking

The Clerk gave his report on recent caretaking activities. He reported that the caretaker was carrying out the routine litter picking and some minor caretaking jobs. He also reported that he has advertised for another caretaker on the notice board and in Bradwell News.

Cllr Higgs gave his progress report from the Playing Fields and Open Spaces committee. He reported that a) the work required to improve access for all six pedestrian gates to Beggars Plot Playing Field is nearing completion and awaits the installation of handrails, b) the surveying of council owned trees has been completed and the report from the tree surgeon is awaited and c) the inspection of the council Quarry in Bradwell Dale was conducted by a number of councillors.

032/2014 Highways and Rights of Way

Cllr Horstead gave her report on the council's provision of allotments. She stated that no progress has been made since the last meeting but she would contact the appropriate people to progress this initiative.

Cllr Granger gave an update on progress on the request to DDDC to provide a car park in Bradwell. She reported that a meeting has been held with a resident who has agreed to project manage this work at no cost. The Clerk reported that a) he has been in touch with PDNPA regarding this project and has been informed that a planning application will be required and b) he has been in touch with DDDC to obtain release of the first year's grant. The DDDC officer will attempt to obtain this money from the 2013/14 accounts.

The initiative to install 'Welcome to Bradwell' signs in the verges awaits the photos & plans from Cllr Nash. It was suggested that a children's competition be held to design appropriate signs and Cllrs Downing & Higgs will approach the Head Teacher at the Junior School to discuss this idea.

033/2014 Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
New	04/03/14	NP DDD 0214 0223	The Barn, Bradwell, Grid Ref 417603 381404	Proposed change of use of field barn to form camping barn
	13/03/14	NP DDD 0314 0262	Torr Top, Hungry Lane, Bradwell	Proposed change of use of existing granny annexe into 2 bedroom holiday let.
Granted	24/01/14	NP DDD 0114 0068	Trafalgar Cottage, The Hills, Bradwell	Replace single storey extension with new single storey extension. The council supported this application (7/0)

Planning Application 0223 was discussed. In view of the potential that this development could significantly increase the residential footprint of the village it was **resolved** that the Chair should write an additional letter to PDNPA objecting to this application.

Newburgh Estates Ltd.

Progress with the amended Outline Planning Application, NP/DDD/1208/1089, from Newburgh Estates Ltd. for the Newburgh site was reviewed.

It was **resolved** to suspend Standing Orders to allow members of the public to speak.

Cllr Furness updated the council with the latest information he had at his disposal. He summarised his recent meeting with Mr Middleton who stated that a) he wished his application to be determined soon by PDNPA and b) the Newburgh business has now been split into a Rotherham business and a Bradwell business with Mr Middleton as overall Chair and as Managing Director of the Bradwell business. Cllr Furness also stated that a planning consultant employed by applicant has written a 13 page letter to PDNPA in support of the application. This letter was available for inspection on the PDNPA website.

It is now reported that this application will be determined at the 16th May Planning Committee meeting. The Clerk is to post notices around the village to publicise this date. The BaND group propose to organise residents to speak against a number of the main issues with this application.

The PDNPA consultation invitation on its draft Detailed Design Supplementary Planning Document on Shop Fronts and Alterations and Extensions was considered. It was decided not to take any action on this matter.

034/2014 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

Recent Meetings:

Date	Event	Council Representative(s)
05/03/14	Community Voluntary Services Volunteering Course Buxton from 10:00 to 13:00 (for 5 Wednesdays)	
06/03/14	Police SNT Governance Meeting Bradwell Police Office, Netherside from 7:00 p.m. Cllrs Downing & Higgs attended and gave their report on this interesting meeting.	Cllrs Downing & Higgs
17/03/14	Rights of Way Course, Derbyshire Eco Centre, Wirksworth from 10:00 a.m.	
20/03/14	Digital Derbyshire Event County Hall, Matlock from 14:00	

Future Meetings:

Date	Event	Council Representative(s)
29/04/14	Council Web Design Course (Digital by Default) Hulland Ward, Ashbourne from 10:30	
01/05/14	DCC – Liaison Forum County Hall, Matlock from 18:00	Cllrs Davies & Downing
13/05/14	RAD – Rural Action Derbys – Training for People Responsible for Play Areas Whitworth Centre, Darley Dale from 13:00	Cllr Horstead

These meetings were noted.

035/2014 Publications / Information Received

Date of Information	Description	Decision Req'd
26/02/14	Planning Aid – Neighbourhood Planning Newsletter – Feb 2014	
27/02/14	PPPF – Information on developing cycling schemes in the area	
03/03/14	Clerk & Councils Direct – March 2014 Issue 92	
03/03/14	DDDC – Notes on the February Area Community Forum	
06/03/14	Derbyshire Police – Notes on Governance Meeting of 06/03/14	
10/03/14	DDDC – Notes on the Parish Clerk Liaison meeting of 18/02/14.	
12/03/14	Open Spaces – Spring Newsletter	
13/03/14	Dales Housing – Information on the next round of estate walkabouts	
18/03/14	PPPF – Winter 2014 Newsletter	
20/03/14	DALC – Circular 06: Financial General Circular; Repeal of S150(5) LGA 1972; Ways to pay PAYE/NICS; Accounting for Council Tax Support Grant; CIL Demystified; HMRC Employment Allowance; Local Audit & Accountability Act 2014	
20/03/14	DDDC – Information on the “L’Eroica Britannia” cycling event in Bakewell on 20-22 June 2014	
21/03/14	DALC – Circular 07: General Circular; Spring Seminar Reminder; Openness in Local Government; NALC welcomes grant to help disabled; Time to Conduct a Review; OUR BIG GIG; Annual Parish Meeting & Annual Parish Council Meeting; Local Councils become More Effective On-line; Living Wage;	

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

036/2014 Date of Next meeting

The next PC meeting will be the ***Annual Meeting of the Parish Council*** which is planned to start at 7:30 p.m. on Tuesday 6th May 2014 in the Methodist Lounge, Towngate, Bradwell.

PART II – CONFIDENTIAL INFORMATION

There is no Confidential Business this month.

The meeting concluded at 10:29 p.m.