

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 4th November 2014

Present: Cllr R Davies, Cllr P Downing (Chair), Cllr L Granger, Cllr V Horstead,
Cllr K Lancaster, Cllr A Nash, Cllr M Salvage, Cllr R Stevens

Mr S Lawless (Clerk)

Members of the public: None present

PUBLIC PARTICIPATION

There was no public participation at this point.

PART I – NON-CONFIDENTIAL INFORMATION

124/2014 Apologies for Absence

Apologies were received from Cllr P Higgs by reason of family holidays and from Cllr L Sowerby by reason of alternative arrangements. These apologies were accepted by the meeting.

125/2014 Declaration of Members' Interests

Cllr Lancaster declared a personal interest in agenda item 133/2014, Dog Litter Bins.
Cllr Horstead declared a personal interest in agenda item 130/2014, Allotments.

126/2014 Acceptance & Signing of Previous Minutes and Matters Arising

It was **resolved** to accept the minutes of the Parish Council meeting of 07/10/14.

It was **resolved** to accept the minutes of the Neighbourhood Plan committee meeting of 08/10/14.

It was **resolved** to accept the minutes of the Parish Council meeting of the 29/10/14 subject to the inclusion of a further resolution on council policies.

127/2014 Finance

Financial Authorisations

	Payee	Purpose	Amount (£)	Cheque Number
1	Mr S Lawless	Clerk's salary & allowances	635.90	100566
2	Mr G Storey	Caretaking Services	74.00	100567
3	GE & MP Davies	Mowing Services – 31/08/14	220.00	100568
4	Mr A Samwell – 24/10/14	Bus Shelter Glass Cleaning	10.00	100569
5	Post Office Ltd.	DDDC Payment for disposal of YC furniture	70.00	100570
6	Mrs L Granger	NP Expenses	7.49	100571
7	Royal British Legion Poppy	Remembrance Sunday Wreath	17.00	100572
	TOTAL		£1,034.39	

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

Ref	Payee	Description	Amount	Cheque
8	Mr J Frith	Caretaking Services	200.00	100573
9	Bradwell War Memorial Hall	Letting Charges (2/8/29 Oct 2014)	66.00	100574
10	Greenaway Workshop	NP - Printing Insert for Bradwell News	60.00	100575
11	The Broker Network	Came & Co – PC Insurance Re-issue of lost cheque	1,040.37	100576
12	Mr P Downing	Chair's Allowance	25.00	100577
13	High Peak Heating Supplies	Caretaking Materials	28.45	100578
14	Mr A Nash	Chair's Allowance	10.00	100579
15	Mr Nicholas Bolt	NP – extraction and presentation of ONS census data	500.00	100580
	TOTAL		£1,929.82	

Financial Matters

The Clerk gave an update on the latest financial position and on other financial matters e.g. insurance, internal audits. It was noted that the cheque previously issued to the council's insurers had been reported as lost in the post. This cheque had therefore been cancelled (at a cost of £12.00) and a replacement one included in the supplementary authorisations above.

The further information provided by Bakewell & Eyam Community Transport (BECT) in support of its appeal for financial support was considered. It was **resolved** to award a S137 grant of £400 to this organisation.

128/2014 Parish Council processes

The dates for council meetings in the coming year were considered. The suggested dates tabled at the meeting were agreed by the council.

The matter of whether members should sign themselves as parish councillors when dealing with local issues was considered. It was decided that the Clerk should seek guidance from DALC to be presented at the next PC meeting and, in the meantime, councillors should not sign themselves as parish councillors.

129/2014 Village Issues / Initiatives

Cllr Granger gave her progress report from the Neighbourhood Planning (NP) committee following its recent meetings. Her report included:-

- The NP and supporting documents are now on the website.
- The evidence base and some ancillary documents were being completed.
- Positive feedback from residents has been received.
- All spending against the grant fund needs to be completed by the end of December.
- The NP could be publicised again at the Annual Parish Meeting in April in advance of the elections and referendum.
- The PDNPA has been involved in the NP throughout its development.
- Public Consultation events are to be held on 14th & 15th November.
- Once the 6 week consultation period has been completed and all feedback / comments have been incorporated into the NP as appropriate, it will be sent to PDNPA for it to complete the process. The team's work will have been completed at this point.
- An initial meeting has been arranged for the 4th December to make possible members of the Community Land Trust aware of the scope and responsibilities of this body.

Cllr Horstead gave an update on developments with the Youth Club. A temporary Youth Leader from DCC has been engaged, hopefully until Christmas, and the first session had been held on the previous evening. Cllr Downing then read Cllr Sowerby's email report of this first session to the meeting. The YC session was used mainly for the supervisors to get to know each other and the new members and also to plan the future sessions. It was planned to continue these YC sessions up to Christmas. The Clerk reported that no responses have yet been received to the advertisements for the Youth Leader vacancy.

The request from the Bradwell Wells Dressing committee that the Wells Dressing activities be included in the council's insurance was considered. After considerable discussion it was regrettably **resolved** that, due to the many implications, the council would not comply with this request. It was also **resolved** that the council would carry out Wells Dressing activities only on an annual 'on request' basis. The Clerk is to write to this committee to clarify these points.

The provision of council Christmas Trees / Christmas illuminations for the coming festive period was considered. The suggestion that the trees at the Peace Gardens and at the end of Elliott Avenue be decorated (subject to local resident's consent) was agreed.

The provision of brackets to hold Christmas trees on the premises of local businesses was discussed. It was **resolved** that up to £300 be vired from General Reserves to the Caretaking Materials cost centre to pay for the supply & fitting of these brackets. Cllrs Lancaster & Granger are to collaborate in drafting guidelines on the appearance of the trees for use by the businesses.

The provision of PC Christmas trees for the St Barnabas Christmas Tree Festival was discussed. As Cllr Horstead will not be able to help this year, a deputy was sought. However, no other councillor volunteered for this year's Festival.

130/2014 Playing Fields, Open Spaces & Village Caretaking

The general condition of the Playing Fields was discussed. No problems were reported. Now that the mowing of the grass has finished for this year, the Clerk was asked to write a letter of thanks to the mowing company for their work during this year.

The complaint from a resident regarding the misuse of the Beggars Plot Youth Shelter was considered. The Clerk was asked to write a letter to the Police asking them to increase their surveillance of the playing field and to help reduce the recent increase in anti-social behaviour. The Clerk is also to write to the resident to inform him of the steps being taken.

A resident's complaint regarding the frequent fouling of Playing Fields by dog mess was discussed. It was decided that more stickers were required to be fixed to general litter bins to ensure residents were aware that these could also be used for dog waste. It was suggested that gates could be installed across the entrances to Town Bottom Playing field. The Clerk is to obtain quotations for this work.

Cllr Horstead reported that little progress has been made in the council's provision of allotments.

Cllr Granger gave her report on progress with the establishment of a car park at Soft Water Lane. Her report included:-

- She plans to meet with a volunteer in the next few days to progress this project.
- She has met with a DDC officer to agree a suitable design.
- The planning application will be submitted to PDNPA before the end of November. This will require decisions on a) bay boundary markers, b) the pricing of the agreed surfacing and c) the erection of a fence next to the allotment.
- Consultation responses are expected soon from DCC Highways and the Environment Agency.

Cllr Downing reported on progress on the initiative to tidy the plot of land at St. Ive's Bridge. He reported that, even though he was in regular contact with the owner of this land, no progress has yet been made. The council agreed to defer action for another month before deciding how to proceed.

The Clerk gave an update on caretaking activities that had been undertaken over the past month.

131/2014 DCC Highways and Rights of Way

Cllr Nash reported on the initiative to install 'Welcome to Bradwell' signs in the verges. He reported that he has made some progress on the initial designs and it was agreed that he & Cllr Davies should investigate sourcing the stone required for these signs.

The need to resolve the HGV traffic problems in the village was discussed. Cllr Horstead has sent emails to DCC Highways without response. She was asked to progress this with them. It was noted that it was legally possible to erect traffic signs on private land. Cllrs Davies & Nash are to progress this idea with Hope Construction Materials. The Clerk was asked to send a letter of appreciation to the resident at Dale End for complying with the council's request not to park on the verges.

The invitation to join the DCC Winter Service Scheme and to appoint Parish Snow Wardens was discussed. It was decided that the Clerk should confirm the parish's intention to join this scheme and that Cllrs Downing & Higgs had volunteered to be Wardens. The need to replace damaged grit bins was also discussed. Councillors were asked to report any damaged Parish Council grit bins to the Clerk for replacement of the worst two.

Cllr Horstead reported on the need for DCC to repair the footplate on a stile on FP15 to Brough. She agreed to contact DCC Highways to progress this request.

The request for an additional street lamp at the top of the steps by the Methodist Hall to Hungry Lane was considered. The Clerk was asked to make this request to DCC Highways and also to ensure that the street light at the top of the steps to the Hills was repaired.

132/2014 PDNPA & Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
New	16/10/14	NP DDD 1014 1062	Hill Rise, Hungry Lane, Bradwell	Construction of link between main residence and adjacent garage.

This planning application was noted.

Progress with the complaint about the work done at Bridge House and its Orchard was considered. It was reported that PDNPA had inspected the site and, due to lack of sufficient evidence, did not intend to pursue this matter. The Clerk was asked to write a letter to PDNPA to complain about this decision and to request further action.

The handling of developments to properties in the parish of which the council was unaware was discussed. Some examples were noted during the discussion and it was decided that all such incidents should be logged and reviewed at regular meetings with PDNPA officers.

The PDNPA Parishes Planning Bulletin No 8 was noted.

The PDNPA Parishes Planning Bulletin No 9 was noted.

133/2014 Other Partner Authorities / Agencies (Guide Time 40 minutes)

The consultation request from DDDC on the second stage of its Review of Polling Districts was considered. As there was no impact on Bradwell, council decided not to take any further action.

Progress in the need to develop a Village Emergency Plan / Trauma Centre to address flooding or other incidents was discussed. As Cllr Higgs has had meetings with key authorities, no action was decided until the next PC meeting, when Cllr Higgs can provide updated information.

Progress with the establishment of a shared resource centre for emergency services was discussed. No action was decided until the next PC meeting.

The complaints from two residents regarding the replacement by DDDC of dog litter bins by general litter bins were discussed. It was decided that the new litter bins were satisfactory, no changes should be made and that the Clerk should advise these residents of the decision.

The letter from Hope Valley College (HVC) appealing for support (financial, direct, subsidies or 'know how') was discussed. It was decided that the council was unable to assist in this request and the Clerk was asked to write a letter to advise HVC of this decision.

134/2014 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

Recent Meetings:

Date	Event	Council Representative(s)
07/10/14	DDCVS AGM Agricultural Business Centre from 18:00	
13/10/14	DDDC Area Community Forum Agricultural Business Centre from 19:00 Cllr Granger was unable to attend this meeting.	Cllr Granger
18/10/14	PDNPA – Annual Parishes’ Day (PPPF AGM from 09:30) Aldern House, Bakewell from 10:45 – 16:00 Cllr Davies gave his report on this meeting. He stated that the meeting was very similar to previous years and that Cycling Strategy & Vibrant Villages were discussed.	Cllr Davies
21/10/14	DALC – Employment Basics Training Aldern House, Bakewell from 14:00 to 16:00	
21/10/14	DDDC – Election Briefing Council Chamber, Town Hall, Matlock at 18:00.	

Future Meetings:

Date	Event	Council Representative(s)
12/11/14	Derbyshire law Centre AGM Assembly Rooms, Market Hall, Chesterfield from 12:30	
19/11/14	DDCAB – 75 th Celebrations Bradbury Community Centre, Glossop from 1500	
27/11/14	DALC – Election Briefing Session (£25 pp) Aldern House, Bakewell from 11:00	
04/12/14	Citizens Advice Bureau Annual Celebration Matlock Town FC, Causeway Lane, Matlock at 15:30	
27-29 /01/15	ICO – DPA & FOIA Workshops Wilmslow – 3 * 1-day events	

135/2014 Publications / Information Received

Date of Information	Description	Decision Req'd
05/10/14	Hope Valley Radio Show – Introductory information on this new radio show	
06/10/14	DALC – General Circular 22 – Automatic Enrolment – A Guide for Town & Parish Councils	
17/10/14	Advert for Defibrillator	
25/10/14	Clerk & Councils Direct Newsletter	
31/10/14	Thank You Card from Lynn Lawless	

The above correspondence was noted.

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

136/2014 Date of Next meeting

The next PC meeting is planned to start at 7:30 p.m. on Tuesday 2nd December 2014 in the ***Small Hall of the Memorial Hall***, Netherside, Bradwell.
Apologies were received from Cllrs Horstead & Lancaster.

PART II – CONFIDENTIAL INFORMATION

There is no Confidential Business this month.

The meeting concluded at 10:11 p.m.