

# BRADWELL PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 5<sup>th</sup> April 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 L Sowerby, Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: 8 members of the public attended this meeting.

### **PUBLIC PARTICIPATION**

A resident raised a concern that PDNPA specified that the sale of his house should be marketed as a commercial property (from the PDNPA interpretation of the Bradwell Neighbourhood Plan) in spite of the fact that it had been de-rated as commercial in 1997. He asked for council support in resolving this matter. It was decided that the council would consider this matter when the planning application was received.

### **040/2016 Apologies for Absence**

Apologies were received from Cllr M Salvage by reason of family matters. These apologies were accepted by the meeting.

### **041/2016 Declaration of Interests**

No pecuniary interests were declared. However, Cllrs Downing, Furness, Lancaster and Nash voluntarily declared non-pecuniary interests in minute 048/2016 as they are officials of the Bradwell Community Land Trust.

### **042/2016 Acceptance & Signing of Previous Minutes and Matters Arising**

It was **resolved** to accept the minutes of the Parish Council meeting of 01/03/16 subject to one clerical amendment.

It was **resolved** to accept the minutes of the Carnival committee meeting of 22/03/16.

It was **resolved** to accept the minutes of the Playing Fields & Open Spaces committee meeting of 23/03/16 subject to one clerical amendment.

### **043/2016 Finance**

#### **Financial Authorisations**

|   | <b>Payee</b>              | <b>Purpose</b>                                 | <b>Amount (£)</b> | <b>Cheque Number</b> |
|---|---------------------------|--|-------------------|----------------------|
| 1 | Mr S Lawless              | Clerk's salary, allowances & expenses (£39.80) | 661.10            | 100793               |
| 2 | Mr J Frith                | Caretaking Work – Playing Fields               | 100.00            | 100794               |
| 3 | Mr G Jewell               | Caretaking Work – Concrete                     | 255.00            | 100795               |
| 4 | Mr A Samwell              | Bus Shelter cleaning (22/03/16)                | 10.00             | 100796               |
| 5 | Peak Park Parishes' Forum | Annual Subscription                            | 24.00             | 100797               |
| 6 | Bradwell Methodist Church | Room Hire for 2015/16                          | 276.00            | 100798               |
| 7 | Bradwell Sports Club      | YC – Hire of Sports Pavilion                   | 160.00            | 100799               |
| 8 | Post Office Ltd           | HMRC – PAYE & NIC                              | 514.50            | 100800               |
| 9 | Post Office Ltd           | BPPF Electricity 08/03/16                      | 32.67             | 100801               |
|   | <b>TOTAL</b>              |  | <b>£2,033.27</b>  |                      |

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

|    | Payee                   | Description                                 | Amount          | Cheque |
|----|-------------------------|---|-----------------|--------|
| 10 | Mr A Nash               | Mileage costs incurred in NEC trip to Leeds | 48.60           | 100802 |
| 11 | Mr G Storey             | Caretaking Labour & Materials               | 116.74          | 100803 |
| 12 | Post Office Ltd         | DDDC – Emptying BPPF litter bin             | 42.18           | 100804 |
| 13 | Bradwell War Mem. Hall  | Letting Charges – 22/03 & 23/03             | 36.00           | 100805 |
| 14 | Bradwell Packaging Ltd. | Storage Charge – 28/03- 24/04               | 48.00           | 100806 |
|    |                         |   |                 |        |
|    | <b>TOTAL</b>            |   | <b>£ 291.52</b> |        |

### Other Financial Matters

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

It was **resolved** to vire the following amounts from the General Fund to the specific cost categories (CC) below as follows:-

- £20 to the General Postage/Printing/Stationery CC
- £50 to Bulbs/Flowers CC
- £565 to Prioritised Boundary/Fence Maintenance CC

The timetable for the processing of the year-end accounts and the submission of the Annual Return to the External Auditor was reviewed. The timetable presently appears to be realistic and achievable.

### 044/2016 Parish Council processes

Initial plans for the Annual Parish Meeting, planned for Tuesday 26<sup>th</sup> April, were considered. The Clerk reported on the invitations issued and the responses so far received. The changes to the draft agenda were agreed.

Initial plans for the Annual Meeting of the Parish Council, planned for 3<sup>rd</sup> May, were considered. The Clerk has already had the working papers posted to the Bradwell Website for members to review.

The updated council Risk Assessment was reviewed. It was decided that Cllr Downing should ensure that he has a trained deputy to manage and administer the web-site and that the matter of appropriate safe storage for all the council deeds should be referred to the Finance committee for consideration.

It was **resolved** that the Chair should sign this document on behalf of the council.

### 045/2016 Village Issues / Initiatives

Cllr Stevens gave her report from the Carnival committee following its recent meeting. She stated that the updates were included in the Carnival minutes, just approved. She added that:-

- The possibility of employing a dog warden should be investigated.
- The Risk Assessment should be agreed with the council's insurer.

Cllr Sowerby gave her progress report from the Youth Club committee. Her report included:-

- The Youth Leader has been unable to attend due to illness and it is hoped that she will return for the last three sessions in April.
- Attendances have increased with up to 18 members on some evenings.
- Three supervisors are needed per session.
- It was expected that there would be c. £300 available for a September re-start.
- PCSO Boswell had been invited to attend but had not been available due to work commitments.

The reply from SYPTE to the council's last letter regarding village bus services was considered. It was decided that, given the pressure applied to the bus companies by Sheffield City council and other bodies, no further action should be taken.

## **046/2016 Playing Fields, Open Spaces & Village Caretaking**

Cllr Stevens gave her progress report from the Playing Fields & Open Spaces committee following its recent meeting. Her report included the following information:-

- The inspections of the playing fields did not identify any serious work and all work identified is to be scheduled as usual.
- The arrangement with the present stone waller has been terminated and the walling work has awarded to a resident who has skill & experience in walling. This resident has recently renewed the deteriorated concrete in the Rose Garden.
- Three quotations to create a Toddlers' Play Area on the TBPF basketball court have been obtained and were being considered. Councillors queried where the budget would come from for this project. It was agreed to debate this later.

Cllr Granger gave her report on progress in the development of a car park in Soft Water Lane. She reported that a number of quotations have been obtained in response to the Invitation to Tender and that these were in the process of being assessed. The work would cost in the region of £21k plus another £1k for the security posts.

The letter from a resident querying the problems of water flowing down Soft Water Lane was discussed. It was decided to write to the Environment Agency to see if it can do anything to improve the situation.

It was suggested that Cllrs Furness & Sowerby should approach the Hope cement works to explore the idea of allowing parking on its land behind the Gore Lane bus stop.

Progress in dealing with the council quarry in Bradwell Dale was considered. It was noted that no progress can be made until the land owner of the adjacent land has retrieved his deeds from the Land Registry. He has agreed to inform us when they are available.

Progress in acquiring and installing a second defibrillator in the village was considered. It was reported that the second defibrillator is available at the Bakehouse and that Cllr Lancaster should continue efforts to contact Great Hucklow PC to understand how they installed their defibrillator.

Progress in the provision of allotments in the village was considered. Council decided to continue searching for suitable land that might be obtained to provide allotments. Cllrs Downing and Granger agreed to investigate a field on Granby Lane and Cllr Stevens will continue her investigations.

The need to spring clean the council store facilities at TBPF was considered. It was decided to agree a date after the Clerk returned from his holiday.

The Clerk gave an update on recent caretaking activities. He was asked to investigate the recent work carried out on the Lumb.

## **047/2016 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. The communication from a resident objecting to this approach was also considered at this point. Following a wide ranging debate it was resolved a) to establish a Car Parking committee to drive this initiative forward and b) to write to the resident explaining what was proposed and c) to write to DCC to set-up a site meeting to discuss these proposals.

It was considered that the matter of vehicles being parked on grass verges in the parish was a symptom of the problem described in the item above and could be resolved by the measures agreed above.

## 048/2016 PDNPA & Planning Applications

| Type     | Date of Application / Notice | Reference        | Property                               | Summary  |
|----------|------------------------------|------------------|--|--|
| Reviewed | 16/02/16                     | NP DDD 0216 0131 | Ferndown, Smalldale, Bradwell          | Alterations and extension to existing building. Council <b>supported</b> this application (9/0).                               |
| Reviewed | 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 <b>objected</b> to this application (0/4). |
| Granted  | 23/11/15                     | NP DDD 1115 1079 | The Mill, Soft Water Lane, Bradwell    | Change of use & creation of two bedroom dwelling. Council resolved to <b>support</b> this application.                         |

The above planning applications were noted.

It was noted that for application 1079, The Mill above, PDNPA had imposed a condition that fibre broadband was required to be installed. Cllr Nash agreed to query this condition with the PDNPA Director of Planning.

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 m<sup>2</sup> industrial unit was considered. It was **resolved** to suspend Standing Orders to allow the residents present at the meeting to contribute to this debate. The feedback of the 'drop-in' session for residents on 1<sup>st</sup> April was also used to inform this debate and the notes of this meeting were read by Cllr Downing to all present. A wide-ranging discussion followed which included the following topics:-

- Parking on Bradwell Head Road
- Could drives be provided for the Newburgh houses on Bradwell Head Road
- DCC Highways seemed happy with the proposals
- There were many contradictions in the application documentation
- The future of Newburgh Hall & the Gatehouse in the Conservation Area
- Much detail seemed to be absent from the application documentation
- The appearance / construction materials of the houses seemed to be confused
- The Design & Access statement should be updated
- The noise ratings of the commercial buildings should be obtained
- The materials of boundary walls should be defined

At the end of the discussion, it was **resolved** that the council supported this application in principle subject to the satisfactory clarification of a number of points. The council's response letter is to be started by Cllr Downing & the Clerk and the draft circulated electronically for agreement before being sent to PDNPA. Council would expect to see clarification of the points raised in the PDNPA officer's report.

The meeting then considered who should speak at the PDNPA Planning meeting. It was important that all aspects are addressed by speakers.

The potential planning issues observed around the parish were discussed. It was decided that these should be progressed with the PDNPA Manager of Enforcement.

## 049/2016 Other Partner Authorities / Agencies

The request from DDDC (& also from DDCVS) to publicise the DCC consultation on proposals to withdraw all funding for Subsidised Transport was considered. It was decided that members should respond individually to this request. It was noted that the most effective way of influencing this matter was to increase the use of the buses.

The invitation from the Voluntary and Community Services Peaks and Dales for volunteers to help in various projects was considered. Individual members should apply as they felt appropriate.

The government consultation request setting out the options on moving Land Registry operations into the private sector was considered. It was decided that members should respond individually to this request.

## 050/2016 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies

### Recent Meetings:

| Date     | Event   | Council Representative(s)         |
|----------|---|-----------------------------------|
| 03/03/16 | PDNPA Planning Training<br>Aldern House, Bakewell from 17:45  | Cllrs Downing,<br>Higgs & Sowerby |
| 08/03/16 | HCM – Liaison Meeting<br>Cllrs gave their report on this meeting covering the wide range of topics covered.   | Cllrs Lancaster &<br>Sowerby      |
| 09/03/16 | PDNPA Helping Communities benefit from Eroica Britannia,<br>Hassop Station café from 14:00 to 15:00   |                                   |
| 09/03/16 | Derbyshire Dales Local Area Committee<br>Johns Institute, off Church Avenue, Tideswell from 18:00   |                                   |
| 21/03/16 | Community Stakeholder Meeting<br>Edale Village Hall, Edale from 10:00 to 12:00<br>This was considered to have been a very interesting meeting which covered many topics of mutual interest to Peak District parishes. |                                   |
| 23/03/16 | PDNPA – Neighbourhood Planning seminar<br>Agricultural Business Centre, Bakewell from 19:00<br>Cllr Nash gave an excellent presentation at this meeting.  |                                   |
|          |   |                                   |

### Future Meetings:

| Date     | Event  | Council Representative(s) |
|----------|--|---------------------------|
| 30/03/16 | HMRC National Living Wage<br>Webinar at 13:00 & 15:00  |                           |
| 09/04/16 | OSS – 'Restoring the Record' Training for DMMO appl'ns<br>6 Mount St., Manchester from 09:30 |                           |
| 11/04/16 | DALC Spring Seminar (£40 pp)<br>Walton, Chesterfield from 10:00 to 15:30                     |                           |
| 12/04/16 | SLCC - 1 day course on Management of Common Land<br>Knutsford, Cheshire @ £145 pp            |                           |
| 20/04/16 | DALC Neighbourhood Planning seminar<br>Aldern House, Bakewell from 10:00 to 13:00            |                           |
|          |  |                           |

## 051/2016 Publications / Information Received

| Date of Information | Description   | Decision Req'd |
|---------------------|---|----------------|
| 29/02/16            | PDNPA – Schools Climate Change Research on PD Moors   |                |
| 01/03/16            | Clerk & Council Direct Newsletter   |                |
| 01/03/16            | NHS CCG - @NorthDerbyshire Newsletter – February 2016   |                |
| 01/03/16            | RAD – Village SOS Campaign  |                |
| 02/03/16            | PDNPA – Dog Owners asked to keep pets on Short Leads  |                |
| 02/03/16            | PDNPA – Building a Greener Business   |                |
| 02/03/16            | Came & Co – Queen's 90 <sup>th</sup> Birthday   |                |
| 03/03/16            | DALC General Circular 05 – Public Contract Regulations; CiLCA 2016/17; Employment Council News; Community Transport Funding; Internal Audit & Check List; Clerk/RFO advertising template  |                |
| 08/03/16            | DCC – Energy Saving Advice & Tips for Community Groups  |                |
| 10/03/16            | DCC – Blue Badge Crackdown Campaign   |                |
| 14/03/16            | Thank You letter from St Barnabas PCC for £130 donation   |                |
| 14/03/16            | PDNPA – Navigate your Way to Moor Fun in PDNP   |                |
| 15/03/16            | DALC general Circular 06 – Governance & Accountability for Smaller Authorities; S137 Limits for 2016/17; Local Council Audits; New External Audit for Smaller Authorities from 2017; National Living Wage; DALC Spring Seminar; Intro to Neighbourhood Planning |                |
| 16/03/16            | PDNPA – PD Photographic Gallery: Liquid Light Exhibition  |                |
| 16/03/16            | Children's Holiday Centre – 125 years celebration   |                |
| 17/03/16            | Law Centre – History of Social Housing - 19/03 – 23/04/16   |                |
| 18/03/16            | Open Spaces Spring newsletter   |                |
| 22/03/16            | DDDC – Notes on Community Areas Forums  |                |
| 22/03/16            | PDNPA – PDNP celebrates 50 years of European Award  |                |
| 22/03/16            | Dales Housing – Estates Walkabout on 05/04/16   |                |
| 23/03/16            | NVDA – Spring Newsletter  |                |
| 23/03/16            | PDNPA – Every Schoolchild gets Chance to Visit a NP   |                |
| 24/03/16            | DALC Training Circular 07 – Finance for Councillors; NP; H&S; Tree Management; mediation; Chair Skills; Grave Matters; Code of Conduct; Minutes & Procedures  |                |
| 29/03/16            | DALC – Auto Enrolment courses (2 * per month) @ £400 pp   |                |
| 29/03/16            | Came & Co – Spring Newsletter   |                |
|                     |   |                |

The above publications were noted.

### 052/2016 Date of Next meeting

The next parish council meeting will commence at 7:30 p.m. on Tuesday 3<sup>rd</sup> May 2016 in the Methodist Lounge, Towngate, Bradwell. Please note that this meeting will be the Annual Meeting of the Parish Council.

Clr Nash gave his apologies.

**The meeting concluded at 10:20 p.m.**