

# BRADWELL PARISH COUNCIL

## Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 6<sup>th</sup> July 2010

**Present:** Cllr R Davies, Cllr S Eyre, Cllr P Downing (Chair), Cllr C Furness, Cllr J Lawson (from 7:48), Cllr A Nash, Cllr S Nunn, Cllr A Slater (from 7:48) and Cllr J Walker.

Mr S Lawless (Clerk) & Mr R Chester (RFO)

Members of the Public:

PC I Richardson, Mr P Senior (from 7:57), Mr P Nicols (from 9:15 - Caretaker), Richard Morgan, Ayrton Slater

### **PUBLIC PARTICIPATION**

Richard Morgan & Ayrton Slater addressed the meeting to discuss the need for a BMX track in the village. They suggested that this would be a welcome facility and had collected a petition of 31 names in support. The council thanked them for attending and promised to consider their suggestion.

### **081/2010 Apologies for Absence**

Cllr V Horstead offered her apology by reason of holidays.

Cllrs Lawson & Slater apologised for their expected late arrivals by reason of an earlier meeting.

These apologies were accepted by the meeting.

### **082/2010 Declaration of Members' Interests**

Cllr Downing declared a prejudicial interest in the matter of the letter received from Netherwater Farm (085/2010) and Cllr Nash declared a personal interest in the matter of the New Church Street issue as the Fletcher family has a right of way over his land (089/2010).

### **083/2010 Acceptance of Previous Minutes and Matters Arising**

It was **resolved** to accept the minutes of the Parish Council Meeting of 1<sup>st</sup> June 2010.

The minutes of the Carnival committee meeting of 28<sup>th</sup> June 2010 were noted.

The minutes of the Playing Fields committee meeting of 30<sup>th</sup> June 2010 (tabled at the meeting) were noted.

Matters arising from the Parish Council minutes of 1<sup>st</sup> June:-

a) the Clerk discussed the letter recently received from a resident requesting financial information. It was decided that the Clerk should send the resident a copy of the Income & Expenditure Summary and the Balance Sheet.

b) the 'thank you' letter from the Teddy Bear Club for council's S137 grant was noted.

### **084/2010 Finance**

The new RFO, Mr Richard Chester, was welcomed to the meeting and introduced to members.

#### **Authorisations for Approval**

	<b>Payee</b>	<b>Amount (£)</b>	<b>Purpose</b>
1	Mr S Lawless	660.76	Clerk's salary & allowances plus expenses (£38.84).
2	Mr R Chester	280.95	RFO's salary & expenses (£2.05)
3	Mrs S Wharton	56.00	YC Cleaning Services
4	Brian Nicols Gas Services Ltd	232.50	Village Caretaking Services (31 hrs)
5	Mr A Samwell	10.00	Bus shelter cleaning
6	MR J Frith	30.00	Mowing Peace Gardens

7	Mr P Downing	106.16	Chair's allowance (£35.80) & web hosting annual charge (£70.36)
8	Mr C Furness	40.35	£30 Allowance towards printing costs plus £10.35 travel expenses
9	Harrisons Packaging Ltd	98.68	Dog Litter bags (2 invoices)
10	Derbyshire County Council	5,172.34	Grounds Maintenance Services 2009/2010
11	Melanie Kanarek	60.00	Temporary RFO duties
12	High Peak Heating	33.74	Maintenance & YC supplies
13	Mr A Oldfield	79.20	Bedding plants for village tubs
14	Bradwell Cycling Club	50.00	S137 grant - First Responders Defibrillator costs
	<b>Carnival Invoices</b>		
15	Funtime Hire Ltd	734.38	Carnival - Hire & delivery of 2 Rides
16	Castleton Silver Band	50.00	Carnival - Parade & Concert
17	Buxton Billerettes	100.00	Carnival - Donation for Performance
18	St. John Ambulance Band	200.00	Carnival - Parade & Concert
19	Allsortz Entertainments	295.00	Carnival - Children's Entertainment
20	St. John Ambulance	56.40	Carnival - St. John First Aid cover
21	Elliott Lohire	211.50	Carnival - toilet facilities
	<b>TOTAL</b>	<b>£8,557.96</b>	

It was **resolved** to approve all the above financials authorisations, with authorisation #9 limited to £49.34 for one invoice only.

#### **Matters Raised by the Clerk**

The Clerk reported that the Audit Commission has requested some additional information. The Internal Auditor has agreed to provide this information when she has recovered from her illness.

The Clerk reported that the Santander investment account has not yet been created and the information required by Santander is being provided. It was agreed that Cllr Slater would meet with the Clerk & RFO to draft letters to the Halifax & Santander to ensure that no interest is lost.

The RFO presented his report on the work done over the past month. This report included:-

- that the temporary RFO has performed the basic RFO tasks,
- much work is outstanding from the previous year,
- the issues with the payroll are being addressed,
- outstanding VAT has been claimed,
- meetings have been held to determine how best to proceed, and
- other outstanding items are being prioritised.

#### **Other Financial Matters**

The request from Vitalise for a financial donation towards their cost of providing respite care was considered. It was decided not to make any donation at this time.

#### **085/2010 Parish Council Processes**

Cllr Furness discussed the proposed operation of the Finance committee. He welcomed the work proposed by the RFO and suggested that the committee should meet quarterly and then report to the following full council meeting. It was **resolved** to adopt the Finance committee Terms of Reference. It was decided that the Finance committee should review the Financial Regulations at its inaugural meeting and then recommend any changes to the next council meeting.

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. Mr R Chester also left the room at this point.

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 hourly rate offered to the RFO be increased to £10.00 per hour with no change to other agreed conditions. The Clerk was asked to write to thank Melanie Kanarek for her work as a temporary RFO.

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

Mr R Chester returned to the room at this point.

Cllr Nunn reported that she & Cllr Horstead expected to present their review of the model Standing Orders to the September committee meeting.

The contract of the Youth Centre cleaner was reviewed and it was **resolved** to extend this for another 12 months.

Cllr Downing reviewed the email request to support the Sustainable Communities Act. It was decided to defer this to the next PC meeting.

Cllr Downing reviewed the letter received from a resident of Netherwater Farm. He stated that he had visited the residents and explained the background to them. He apologised to the council for inappropriately implying that the council had considered the matter. The Clerk also apologised for inappropriately sending supporting emails implying that the council had considered the matter. Cllr Downing & the Clerk left the meeting at this point, and Cllr Nash took the chair.

The letter from David Sidebottom, and the comments involving Cllr Downing and the Clerk, were discussed and appropriate actions agreed. These actions included a) that Cllr Nash is to write to Mr Sidebottom on behalf of the council, b) Cllr Downing is to remain as Chair, c) Cllr Nash is to discuss the matter with the Clerk and d) Cllr Nunn is to extract the appropriate section from the Code of Conduct for discussion at the next meeting.

Cllr Downing & the Clerk then returned to the meeting, and Cllr Downing took the chair.

It was decided to defer discussion on the role of the Clerk in responding to requests from individual council members until the next meeting.

It was decided that Cllrs Davies, Downing and Walker should attend the next Power of Well Being course on 27<sup>th</sup> July. Cllr Slater is to advise if he can attend. The Clerk is to book these members on this course.

## **086/2010 Village Issues / Initiatives**

PC I Richardson presented his monthly Derbyshire Constabulary report. This report stated that:-

- information is now being collated by the Police on a quarterly basis,
- the last Governance meeting decided the policing profiles for the Hope Valley are to reduce both speeding offences and anti-social behaviour (ASB),
- Bradwell reported 9 crimes and 5 ASBs incidents compared with 24 crimes and 7 incidents last quarter. These figures compared well with other Hope Valley villages.

Cllr Walker gave his report on the operation of the Youth Centre. This report included:-

- that he now has sufficient volunteers,
- a break is planned for the summer holidays,
- he would contact DCC Chris Wright to obtain a letter stating that DCC do not now have sufficient resources to manage the Youth Centre,
- an account has been opened with Holdsworths for BBQ food,
- Cllr Nunn had agreed to manage the volunteer CRB checks.
- The organisation of the Youth Centre is to be discussed at the next Youth Centre meeting.

Cllr Davies gave a report on the recent meeting of the Carnival committee. He reported that:-

- a number of rides have been booked for teenagers,
- the 'Dogs & Ducks' event has been booked and
- that DF&R will not be able to fix all the bunting round the village as per previous years. The Clerk was asked to advise members when DF&R intended to fix some of the bunting.

### **087/2010 Playing Fields & Village Caretaking**

An update on the caretaking service was provided by Paul Nicols.

He stated that he has recently:-

- cleaned the Youth Shelter windows,
- tidied around the TBPF play equipment,
- has repaired the Peace Gardens gate and
- was repairing the BPPF softpour.

He was also repairing the BPPF walls and needed coping stones. He reported that the disabled swing has been vandalised and he was trying to repair the damage. The Clerk is to see if this is covered on the insurance policy and to refer this to the suppliers.

Cllr Lawson started to give her report on the recent meeting of the Playing Fields committee. It was decided, in view of the late hour, to defer outstanding business to another meeting.

### **088/2010 Planning Applications**

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.

With respect to the 6, New Church Street matter, it was **resolved** that the Clerk should attempt to obtain a copy of the original letter sent to DDDC Standards Committee.

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

### **089/2010 Date of Next meeting**

It was agreed to convene another PC meeting on Thursday 15<sup>th</sup> July. The Clerk is to make the necessary arrangements.

The next scheduled meeting of the Parish Council will be held on Tuesday 10<sup>th</sup> August 2010 in the Methodist Lounge starting at 7:30 p.m.

**The meeting was adjourned at 10:45 p.m.**