

# BRADWELL PARISH COUNCIL

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

**Present:** Cllr P Downing (Chair), Cllr C Furness, Cllr V Horstead,  
Cllr J Lawson, Cllr A Nash, Cllr A Slater (from 9:05)

Mr S Lawless (Clerk), Mr R Chester (RFO) & Mr P Nicols (Caretaker - from 9:00)

Members of the Public:  
PC I Richardson, Mrs B Stewart, Mr P Ormerod

### **PUBLIC PARTICIPATION**

No matters were raised by residents at this point.  
PC I Richardson gave his monthly policing report. This included a) an overview of the 16 incidents and 5 crimes committed, and b) the specification of the new CCTV system installed at Tideswell. He then answered questions raised by members.

### **112/2010 Apologies for Absence**

Cllr R Davies offered his apologies by reason of ill health, Cllr J Walker offered his apologies by reason of work commitments and Cllr Slater offered his apologies for his expected late arrival. It was **resolved** to accept these apologies.  
Cllr S Eyre offered his apologies for his absence. These apologies were not accepted.

### **113/2010 Declaration of Members' Interests**

Cllr Downing declared a personal interest in the matter of the Community Orchard Group (115/2010), Cllr Horstead declared a personal interest in the matters of the Community Orchard Group (115/2010) and the allotments (119/2010) and Cllr Nash declared a personal interest in the matters of Community Orchard Group (115/2010) and the allotments (119/2010) and also in the matter associated with 6, New Church Street (120/2010).

### **114/2010 Acceptance of Previous Minutes and Matters Arising**

It was **resolved** to accept the minutes of the Parish Council Meeting of 10<sup>th</sup> August 2010.

It was **resolved** to accept the minutes of the Youth Centre committee meeting of 19<sup>th</sup> August 2010.

It was noted that the Playing Fields committee meeting did not take place, hence there were no minutes to accept.

### **115/2010 Finance**

#### **Authorisations for Approval**

	<b>Payee</b>	<b>Amount (£)</b>	<b>Purpose</b>
1	Mr S Lawless	648.12	Clerk's salary & allowances plus expenses (£26.40).
2	Mr R Chester	447.14	RFO's salary plus expenses (£11.14)
3	Mrs S Wharton	56.00	YC Cleaning Services
4	Brian Nicols Gas Services Ltd	228.75	Village Caretaking Services (30.5 hrs)
5	Mr J Frith	30.00	Mowing Peace Gardens
6	Mr A Samwell	10.00	Bus shelter cleaning
7	Peak Heating Supplies	79.07	Maintenance materials
8	Royal British Legion	16.50	Remembrance Day 2010 Wreath
	<b>TOTAL</b>	<b>£1,515.58</b>	

It was **resolved** to approve all the above financials authorisations.

### **Matters Raised by Clerk & RFO**

The Clerk reported that the Annual Return has now been approved by the Audit Commission. The Clerk will now publicise this Annual Return on the notice board and on the website. The RFO is to confirm that that £43k money intended for investment with Santander has been credited to the council account.

The RFO presented his monthly report. This included:-

Risk Assessment: The RFO reported that he has completed his work on the council Risk Assessment. The only outstanding matter is to confirm that the ownership and administration of the web site is not dependent solely on a single person. Cllrs Downing and Nash are to meet to investigate options and to ensure complete knowledge transfer.

Asset Register: The RFO reported that he has almost completed the Asset Register. Once queries have been resolved he will arrange for this to be signed off.

Accounting Records: The RFO reported the accounting records for the year to date have been satisfactorily reviewed by the Internal Auditor.

Committee Accounts: The RFO reported that he recommended improved record keeping for the Carnival and Youth Centre committees.

Banking Arrangements: The RFO reported that, as requested by the Finance committee, he is investigating the banking facilities of the major banks. He will report to the next Finance committee meeting.

### **Other Financial Matters**

The application for a grant from the Bradwell Community Orchard Group was discussed. It was **resolved** to donate £1,000 to this group immediately and to consider any further application at a future date.

The latest letter from a resident regarding the provision of financial information was discussed. The Clerk was asked to write to the resident to provide further information.

### **116/2010 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 RFO also left the meeting at this point.

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

With respect to the contract of the RFO, it was unanimously **resolved** to confirm the appointment of the RFO following the three month probationary period.

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

The resignation of Cllr Nunn was discussed. Cllr Nash read the resignation email from Cllr Nunn. Cllr Nash proposed that the council should have a 'Framework' for its work programme and volunteered to table a draft version at the next meeting. The Clerk is to advise DDDC of the resignation and to advertise the vacancy.

The illness of the Youth Centre cleaner was noted.

Cllr Horstead outlined the differences between the current Standing Orders and new model Standing Orders. Cllr Horstead and the Clerk were asked to produce a proposal for the next meeting.

The process of decision making between meetings was discussed and it was decided that a proposal should be included in the new Standing Orders to be proposed by Cllr Horstead & the Clerk.

The role of the Clerk in responding to requests from individual council members was discussed and it was decided that a proposal should be included in the new Standing Orders to be proposed by Cllr Horstead & the Clerk.

The plan to acquire the Power of Well Being was discussed. It was decided that Cllr Slater should attend a course when convenient.

## 117/2010 Village Issues / Initiatives

PC I Richardson had earlier presented his report during Public Participation.

As Cllr Walker was absent, no report on the Youth Centre was available.

## 118/2010 Playing Fields & Village Caretaking

The Clerk gave an update on the caretaking service of the village and the need for additional resources. It was **resolved** to authorise the Clerk to spend up to £500 in contracting outside resources to clear the backlog of caretaking work. The Clerk should bundle the outstanding jobs and obtain two quotations for the work. Efforts should continue to identify additional local caretakers. Mr Nicols reported that he had repaired the wall on Beggars Plot, had completed the repair of the softpour at the Beggars Plot roundabout and had worked on the Town Bottom swings.

Cllr Lawson presented her report on the latest plans for the upgrading of the Playing Fields. She reported on recent progress. It was decided to hold a Village Meeting to present the proposals to residents. The planning of the meeting was then discussed. Three separate quotations for the supply and installation are to be obtained. The content and format of the presentation is to be prepared in advance. The presentation should include a plan of the layout of the proposed BMX track. Cllr Lawson is to investigate the possibility of obtaining grants towards the costs of these proposals.

## 119/2010 Highways, Rights of Way & Open Spaces

Cllr Downing discussed progress in the council's provision of allotments. No progress has been made identifying suitable land.

The Clerk reported that Cllr Davies has agreed that the road sign in Smalldale would be provided by Lafarge UK.

It was **resolved** to suspend Standing Orders to allow a member of the public to speak. The letter from Mr P Ormerod proposing the construction of a car park adjacent to Soft Water Lane was considered. It was decided that Mr Ormerod could write to Newburgh suggesting this scheme, copying his letter to the Clerk. It was **resolved** to reinstate Standing Orders.

## 120/2010 Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
New	16/08/10	NP DDD 0810 0834	Former workshop to rear of Tanfield Cottage, Church St., Bradwell	Partial demolition of existing an workshop & conversion to a dwelling
New	23/06/10	NP DDD 0610 0622	Building on New Road, The Hills, Bradwell	Conversion of a redundant building to a dwelling

### **Newburgh Estates Ltd.**

Cllr Downing discussed progress with the amended Outline Planning Application, NP/DDD/1208/1089, from Newburgh Estates Ltd. for the Newburgh site, including the letter received from DDDC in this matter and the article in the Newburgh newsletter. The council will not become involved until the amended application is submitted to PDNPA.

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. Cllr Nash left the meeting during discussion of this matter.

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

With respect to the Enforcement Notice on 6, New Church Street matter, it was decided that the council should not take any action at present.

No progress has been made in obtaining a copy of the complainant's letter.

It was **resolved** to conduct further business in a non-confidential manner and Cllr Nash rejoined the meeting.

## 121/2010 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)
04/09/10	DALC AGM County Hall, Matlock (11:00)	
25/09/10	PDNPA – Parishes’ Day Ilam Hall Youth Hostel, Ilam, Ashbourne (9:30 – 16:00)	Cllr Davies Cllr Furness
25/09/10	RAD – Rural Action Derbyshire AGM Post Mill centre, Market St, S. Normanton (11:00 – 13:00)	
27/09/10	Hope Valley Police Governance meeting Venue to be confirmed (19:00 – 21:00)	Cllr Davies
12/10/10	Derbyshire Constabulary Annual Parish Councils Evening – Police HQ, Butterley Hall, Ripley at 19:00	Cllr Davies
21/10/10	DCC - Parish & Town Council Liaison Forum Members Room, County Hall, Matlock (evening - time tbc)	

## 122/2010 Publications / Information Received

Date of Information	Description	Decision Req'd
09/08/10	No Need for Nuclear – Campaign Letter It was decided that no response would be made.	<b>Y</b>
13/08/10	NALC – CLG – Community Right to Build information	
14/08/10	DALC - Circular 42: General (DALC AGM; SLCC CPD Courses)	
16/08/10	Peak Park Parishes Forum Newsletter – Summer 2010	
16/08/10	RAD – The Playing Field Newsletter plus Advertisements	
19/08/10	Safer Neighbourhoods – Newsletter Summer / Autumn 2010	
23/08/10	DDDC – New Blue Bag Collection Scheme	
23/08/10	DDDC – Summary of Area Community Forums – July 2010	
23/08/10	DDDC – Sustainable Community Strategy Summary – 2009 – 2014	
23/08/10	DDDC – Corporate Plan 2010/11	
23/08/10	Various emails relating to Anti-social behaviour	
24/08/10	Natural England – Consultation on New Guidance for Designation of Areas of Outstanding Natural Beauty. Cllr Nash is to respond, giving his personal views.	<b>Y</b>
26/08/10	DALC – Circular 43: General (PC Accounts Service; DC Annual Parish Councils’ evening; Local Gov’t Pay 2011/12)	
31/08/10	Clerks & Councils Direct – Newsletter Sept 2010-08-31 (Incl. RoW info.)	
31/08/10	DDDC – artsMATTERS Autumn newsletter	

Cllr Lawson requested The Playing Fields newsletter.

## 123/2010 Date of Next meeting

The next meeting of the Parish Council will be held on Tuesday 5<sup>th</sup> October 2010 in the Methodist Lounge starting at 7:30 p.m.

**The meeting concluded at 10:34 p.m.**