

BRADWELL PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at 7:30 p.m. on Tuesday 7th November 2017

Present: Cllr P Downing (Chair), Cllr C Furness, Cllr P Higgs, Cllr N Kirkham,
Cllr K Lancaster, Cllr A Nash, Cllr M Salvage, Cllr L Sowerby, Cllr R Stevens.

Mr S Lawless (Clerk)

Members of the public: One

PUBLIC PARTICIPATION

There was no public participation.

PART I – NON-CONFIDENTIAL INFORMATION

Apologies for Absence

276/2017

Apologies were received from Cllr L Granger by reason of holidays.
It was **resolved** to accept these apologies.

Declaration of Members' Interests

277/2017

A declaration of interest in agenda item 279/2017 was received from Cllr Sowerby by reason of her son being paid for council caretaking work.

A declaration of interest in agenda item 292/2017 was received from Cllr Lancaster by reason of her house being attached to the dwelling for which a planning application has been received.

Acceptance & Signing of Previous Minutes and Matters Arising

278/2017

It was **resolved** to accept the minutes of the Parish Council meeting of 03/10/17 subject to two clerical corrections.

The matters arising included:-

- Cllr Nash has informed the hydro-electric project residents of the council's decision
- The Clerk is yet to obtain quotes for the BPPF electric supply enhancements
- Cllr Furness has contacted a resident regarding a council logo who has agreed to assist
- The Clerk has contacted DCC regarding enrolling for the Winter Service Scheme
- The Clerk has contacted DCC Highways regarding adoption of the roads on the Newburgh development

It was **resolved** to accept the minutes of the Finance committee meeting of 18/10/17 subject to one clerical correction.

Financial Matters

279/2017

It was **resolved** to authorise the 12 financial transactions below together with the 2 further supplementary invoices.

	Payee	Purpose	Amount (£)	Cheque Number
October Cheques for Authorisation				
01	Mr S Lawless	Clerk's salary, allowance & expenses (£24.11)	645.61	101062
02	Mr G Storey	Caretaking Services	72.00	101063
03	Mr S Hill	Caretaking Services	210.00	101064
04	Mr J Frith	Caretaking Services	60.00	101065
05	Mr J Sowerby	Caretaking Services	252.00	101066
06	Mr A Samwell	Bus Shelter Cleaning (16/10/17)	10.00	101067
07	Mr G E Davies	Grass Mowing (Sept & Oct)	480.00	101068
08	Mrs L Sowerby	YAEC Sessions (30/10 & 20/11)	180.00	101069
09	PDNPA	Tree Survey Report	264.00	101070
10	Wm Eyre & Sons	Caretaking Materials	16.70	101071
11	Grant Thornton	Annual Return External Audit	360.00	101072
12	Royal British Legion	Remembrance Wreath	17.00	101073
Supplementary Authorisations				
13	Jonathan Woodhouse	Rose Garden – table & climbing frame	450.00	101075
14	High Peak Heating Supplies	Caretaking Materials	25.46	101076
TOTAL			£3,042.77	

Other Financial Matters

280/2017

The Clerk presented his report on current financial matters. He reported that:-

- The half-year review, conducted by the Finance committee, was seen to be satisfactory. The accounts are presently with the Internal Audit for review.
- The balance of council money in the three accounts was £167,913.10.
- DDDC still have not resolved the outstanding issues with the TBPF toilet block.
- Two councillors have suggested future projects each to the value of £15k.
- The sale of the quarry is progressing.
- The authenticator tokens received from the Co-operative bank will each need to be registered by the four account signatories. The on-line transaction facility will then need to be tested. It was **resolved** that the signatories should each test the facility by the transfer of £1 to the HSBC account.

ACTION: Co-op Bank signatories to register authenticators and to test the on-line facility.

- The Financial Regulations need to be amended to reflect the use of the Co-operative Bank on-line facility. It was **resolved** to adopt the new wording to allow the testing to take place and then, if necessary, to propose new wording as a result of the outcome of the testing.
- It was suggested that councillors should investigate opportunities for investing council funds.
- The income from the Car Park was being received as expected.
- Grants for Youth activities have been received as follows; £250 from the Co-op; £270 from Cllr Furness' DDDC fund; £270 from Bradda Dads & £180 from Cllr Twigg's DCC fund.
- Quotations for the tree surgery identified in the PDNPA report have been received. It was **resolved** to engage a tree surgeon with the lower quotation.

ACTION: The Clerk is to engage a tree surgeon to carry out this work.

281/2017

The three proposals contained in Cllr Nash's paper on the impact of the new GDPR legislation on parish councils were considered. Cllr Nash explained the background and timescales of the new General Data Protection Regulations and the implications for the council. The three proposals were then considered individually.

It was **resolved** that a Working Group reporting to the Finance committee be established to progress this initiative. This group is to present its initial recommendations to the February meeting.

ACTION: Cllr Nash is to convene this Working Group.

It was **resolved** that £3k should be budgeted to cover the likely equipment and staff costs arising from these new regulations.

It was **resolved** that the Clerk should write to DALC outlining the financial and councillor impact these new regulations will have on the council.

ACTION: the Clerk is to write to DALC.

282/2017

Cllr Nash gave his report from the Finance committee following its recent meeting. The committee has reviewed the 5-Year plan and identified a number of changes. The changes to income included a) a reduction in the annual budget for Tree Maintenance from £5k to £2.5k, b) annual income of c. £3k from the Car Park to cover development costs and c) a one-off income of c. £8k from the sale of the Quarry. The changes to expenditure included a) two projects of £15k each have been suggested by councillors, b) GDPR cost budget of £3k and c) increased costs of financial accounting of £3k. Cllr Nash advised the council that the Finance committee was likely to recommend an increase in the precept for the coming year of 5% at the next meeting.

283/2017

The proposal that the council authorises a S137 grant application of £500 from Bradwell Hydro Project towards the cost setting up a small hydroelectric system was considered. It was decided that as the application did not meet the required criteria no grant should be awarded.

It was decided that the Clerk should write a letter to the applicants giving permission to use the TBPF land / trees for this project.

ACTION: the Clerk is to write to the applicants.

Parish Council Processes

284/2017

The need to recruit a replacement Clerk following the retirement of the present Clerk was considered. It was **resolved** that Cllr Lancaster should convene a Working Group with Cllr Higgs & the Clerk a) to document the required roles of the Clerk, b) to document the required role of the RFO (identifying opportunities for outsourcing), c) to draft an advertisement (subject to electronic agreement by councillors) for publishing in Bradwell, in Bradwell News and further afield and d) to consider the interview process.

285/2017

The proposal that Cllr Kirkham be appointed as Chair of the Finance committee was considered. It was **resolved** to accept the resignation of Cllr Nash as Chair of the Finance committee and to appoint Cllr Kirkham as Chair.

286/2017

The formal council representation at the Remembrance Sunday Wreath-Laying ceremony was considered. It was **resolved** that Cllr Stevens should represent the council and that Cllrs Higgs & Kirkham should arrange the closure of the road during the ceremony.

ACTION: Cllr Stevens should lay the council wreath & Cllrs Higgs / Kirkham should close the road.

Parish Issues / Initiatives

287/2017

The proposal that the electric supply arrangements on Beggars Plot playing field be repaired and upgraded to better support the Carnival and other future events was considered. It was **resolved** that the Clerk should obtain quotations for the repair of the existing box and for the installation of a second box fed by an underground armoured cable. Cllr Salvage agreed to assist with this work.

ACTION: The Clerk is to obtain quotations for this work.

288/2017

The proposal that the council approach St. Barnabas PCC to ask that the Church bells to be rung as part of the 'Battles Over' commemoration on 11th November 2018 was considered. It was resolved that Cllr Downing should investigate the feasibility of doing this.

ACTION: Cllr Downing is to investigate the feasibility of this.

Parish Playing Fields, Open Spaces & Village Caretaking

289/2017

The quotations obtained by the Clerk for the tree work identified in the PDNPA survey report were considered. It was **resolved** that the Clerk should engage a tree surgeon who submitted the lower quotation.

ACTION: The Clerk is to engage a tree surgeon.

290/2017

The proposal, in light of the W.I. notifying Council that it will be unable to maintain the additional six planters or provide refreshments at the Gala, that council investigates an alternative means of managing the planters was considered. It was reported that a small group of volunteers has already agreed to manage the additional planters.

ACTION: The Clerk is to write a 'Thank You' letter to these volunteers.

DCC Highways and Rights of Way

291/2017

The communication from a resident requesting that the council purchases land on The Hills for c. £50k to provide a car park to alleviate local parking problems was considered. It was noted that this plot of land has already been sold. It was decided that the Clerk should write to the resident to explain the situation.

ACTION: The Clerk is to write to the resident.

PDNPA & Planning Applications

292/2017

All recent Planning Applications were considered as follows:-

Type	Date of Application / Notice	Reference	Property	Summary
New	24/10/17	NP DDD 1017 1104	Co-operative Food Store, Netherside, Bradwell	Rear and side extensions to existing convenience store, alterations to shopfront, extension and reconfiguration of car park, replacement plant, plant compound and servicing facilities, together with associated landscaping
Reviewed	31/08/17	NP DDD 0817 0812	Hope Cement Works, Pindale Rd., Bradwell	Construction of new conveyor belt cover. Council supported this application.
Reviewed	22/10/17	NP DDD 0917 0968	Pennine Cottage, Netherside, Bradwell	Replacement dwelling. Council supported this application.
Reviewed	27/09/17	NP DDD 0917 0980	East View, The Hills, Bradwell	Two storey and single storey extension to side. Council objected to this application.
Granted	21/07/17	NP DDD 0717 0761	Capps Cottage, New Road, Bradwell	Proposed two storey rear extension and associated works. Council objected to this application.

Application 1104 (Co-operative Food Store) was considered. It was **resolved** to object to this application on the material planning consideration grounds of "Highways Issues: Traffic Generation, Vehicle Access and Road Safety".

Councillor Furness supported the application and asked for this to be recorded.

Other Partner Authorities / Agencies

293/2017

The proposal that Bradwell PC offers to host a meeting of the Hope Valley Parishes Group was considered. It was resolved to approve this proposal.

ACTION: The Clerk is to write to advise this group.

294/2017

The proposal that the council funds the travel & parking expenses for as many councillors as wish to attend the #Notwestminster conference in Huddersfield in February 2018 was considered. It was **resolved** to approve this proposal.

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

295/2017

Recent Meetings:

Date	Event	Council Representative(s)
11/10/17	DALC AGM Gothic Warehouse, Cromford Mills from 11:00	
11/10/17	Hope Valley Parish Councils Forum Edale Village Hall in Edale	DDDC Cllr Furness
16/10/17	Freedom of Information & Data Protection Regulation DALC Office, Cromford from 10:00 (£40 pp)	Cllr Nash, Clerk
19/10/17	Derbyshire Dales Council for Voluntary Service The Memorial Hall, Wirksworth from 13:00	
01/11/17	DDDC Area Community Forum Agricultural Business Centre, Bakewell from 19:00	DDDC Cllr Furness

Cllr Downing asked members who attend meetings of external bodies to submit a written report in advance of council meetings. This will enable councillors to be familiar with the outcomes of the meetings and to have the opportunity to raise any questions they feel appropriate.

296/2017

Future Meetings:

Date	Event	Council Representative(s)
08/11/17	Derbyshire Law Centre AGM Rose Theatre, Rose Hill, Chesterfield from 12:30	
16/02/18	Notwestminster 2018 Conference The Media Centre, Northumberland Street, Huddersfield	

Publications / Information Received

297/2017

Most communications have already been circulated electronically.

Those ones listed below were received in paper form.

Date of Information	Description	Decision Req'd
28/09/17	ACT – New Derbyshire Connect Dial-a-Bus scheme	
12/10/17	Pension Regulator – Increases on Employer's Contributions	
20/10/17	W.I. – Letter re New Flower Planters	
31/10/17	Clerk & Councils Direct newsletter	

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

Date of Next Meeting

298/2017

The next meeting of the parish council is planned for Tuesday 5th December at 7:30 in the Methodist Lounge, Towngate, Bradwell.

The proposed schedule of parish council meetings for 2018 was as follows:-

Date	Description	Venue
09/01/18	Monthly PC Meeting	Methodist Lounge (2 nd Tues)
06/02/18	Monthly PC Meeting	Methodist Lounge
06/03/18	Monthly PC Meeting	Methodist Lounge
03/04/18	Monthly PC Meeting	Methodist Lounge
24/04/18	Annual Parish Meeting	Methodist Hall (4 th Tues)
02/05/18	Annual Meeting of the PC	Methodist Lounge (1 st Wednesday)
05/06/18	Monthly PC Meeting	Methodist Lounge
03/07/18	Monthly PC Meeting	Methodist Lounge
04/09/18	Monthly PC Meeting	Methodist Lounge
02/10/18	Monthly PC Meeting	Methodist Lounge
06/11/18	Monthly PC Meeting	Methodist Lounge
04/12/18	Monthly PC Meeting	Methodist Lounge

Apologies were received from Cllr Nash for the 09/01/18 meeting and from Cllr Lancaster for the 24/04/18 meeting.

The meeting concluded at 09:29 p.m.