

BRADWELL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at 7:30 p.m. on Tuesday 28th May 2013

Present: Cllr P Downing (Chair), Cllr L Granger, Cllr V Horstead, Cllr P Higgs,
Cllr A Nash, Cllr M Salvage, Cllr S Ridgeway, Cllr R Stevens

Mr S Lawless (Clerk)

Member of the Public:
DDDC Cllr C Furness, PCSO A Boswell, a member of the public

PUBLIC PARTICIPATION

There was no public participation at this point.

PART I – NON-CONFIDENTIAL INFORMATION

059/2013 Election of the Chairman & Signing of Acceptance of Office

It was **resolved** to elect Cllr P Downing as Chairman.
Cllr Downing signed the Acceptance of Office form.

060/2013 Election of the Vice-Chairman & Signing of Acceptance of Office

It was **resolved** to elect Cllr A Nash as Vice-Chairman.
Cllr Nash signed the Acceptance of Office form.

061/2013 Apologies for Absence

Apologies were received from Cllr Davies by reason of prior arrangements and also from Cllr Lancaster by reason of ill health. These apologies were accepted by the meeting.

062/2013 Declaration of Members' Interests

Cllr Horstead declared an interest in the matter of the Allotments (054/2013) and Cllrs Downing Horstead and Nash declared an interest in the matter of the Financial Authorisation for the Bradwell News (066/2013).

063/2013 Appointment to Committees and External Representation

The appointments of councillors as Chairs and members of the five council committees were reviewed and it was **resolved** to make the following appointments with Cllrs Downing & Nash as automatic ex-officio members of all committees.:-

Committees and External Bodies	R Davies	P Downing	L Granger	P Higgs	V Horstead	K Lancaster	A Nash	S Ridgeway	M Salvage	R Stevens
Council	M	C	M	M	M	M	V	M	M	M
Carnival committee			M		M		M	C		M
Finance committee	M		M	M						C
Neighbourhood Planning committee			C	M		M	M		M	
Playing Fields & Open Spaces committee				C	M					M
Youth Club committee		M			M	C		M		
Cement Works Liaison	M					M				
Community Rail Partnership			M							
Police Governance Board	M									M
Bradwell Memorial Hall		M								
Bradwell All Sports									M	
Environment Agency			M							
Peak Park Parishes' Forum	M									
Eyam Surgery					D		M			D
C=Chair, V=Vice-Chair, M=Member, D=Deputy										

064/2013 Appointment of Internal Auditor

It was decided to defer the appointment of the Internal Auditor until next month.

065/2013 Acceptance & Signing of Previous Minutes and Matters Arising

It was **resolved** to accept the minutes of the Parish Council meeting of 26th April 2013.

The minutes of the Annual Parish Meeting of 7th May 2013 were noted.

It was **resolved** to accept the minutes of the Neighbourhood Planning committee meeting of 16th May 2013.

It was **resolved** to accept the minutes of the Carnival committee meeting of 23rd April 2013 subject to two corrections.

Financial Authorisations

	Payee	Purpose	Amount (£)	Cheque Number
1	Mr S Lawless	Clerk's salary, allowances & expenses (£230.42).	866.12	100321
2	Mr M Loader	YC Leader salary	128.00	100322
3	Ms L Austin	YC Assistant salary	75.00	100323
4	Mr P Nicols	Caretaking Services	303.75	100324
5	Mr J Frith	Caretaking Services	135.00	100325
6	Mrs V Horstead	Doggie Bags	21.06	100326
7	Mr A Samwell	Bus Shelter Cleaning	10.00	100327
8	Wm Eyre & Sons	Caretaking Materials	11.15	100328
9	Derbyshire Dales District Council	Emptying of litter bins on Beggars Plot for 2012-13	38.87	100329
10	Mrs L Ward	YC Cleaner wages & materials	71.00	100330
11	G.E. & M.P. Davies	Playing Fields Grass Mowing	210.00	100331
	TOTAL		£1,869.95	

It was **resolved** to authorise the above eleven financial transactions together with the following two transactions:-

Ref	Payee	Description	Amount	Cheque
12	Hodgson & Co.	Accounting – Professional Services	480.00	100332
13	Bradwell News	'PC Notes' column (April 2013 to Mar 2014)	480.00	100333
	TOTAL		£ 960.00	

Financial Receipts

	Source	Reason	Amount (£)	
1	DDDC	Precept 2013/14 (Precept £36,266 plus £2,202)	38,468.00	
	TOTAL		£38,468.00	

The above financial receipt was noted.

Other Financial Matters

The Clerk presented the year-end 2012 – 2013 annual accounts and the audit report as completed by the Internal Auditor. It was **resolved** to accept these accounts, which were then signed by the Chair.

The Clerk presented the 2012 – 2013 Annual Return prior to sending it to the External Auditor. It was **resolved** to accept this Annual Return and to authorise the Chair to sign the two separate sections of this form (the accounting section and the governance principles section). It was **resolved** that the Clerk should arrange for the Annual Return to be checked by 'Local Council Services' prior to submission to the External Auditors.

The council's banking arrangements with the Co-operative Bank plc were reviewed in light of the concerns raised in the media about the financial stability of this bank. It was **resolved** to transfer £75,000.00 to the council's account with Santander.

067/2013 Parish Council Processes

The Terms of Reference of the Carnival, the Finance, the Neighbourhood Planning, the Playing Fields & Open Spaces and the Youth Club committees were reviewed. It was **resolved** to adopt these five documents without change.

The current version of the 'Standing Orders and Chairmanship' published by NALC in 2003 was reviewed and it was **resolved** to adopt this document without change.

It was noted that each member should review their "Register of Disclosable Pecuniary Interests" declarations and update them as required and that any updated documents should be passed to the Clerk for copying to DDDC.

It was decided to refer the review of the Financial Regulations to the next meeting of the Finance committee.

It was **resolved** to adopt the council policies and guidelines without change.

It was **resolved** to adopt the Complaints Procedure without change.

It was decided to refer the review of the council's Risk Assessment to the next meeting of the Finance committee.

068/2013 Village Issues / Initiatives

It was **resolved** to suspend Standing Orders to allow the public to contribute.

PCSO Boswell presented the latest Policing report to council. His report included:-

- There had been a number of break-ins to garden sheds on Smalldale with the theft of cycles & tools. As part of Operation Illuminate, the Police are now selling at a discount various alarm devices. It was suggested that the introduction of the Part-Night street lighting may have had an impact on this matter. The Clerk is to discuss this with DCC.
- The Police will be on duty again for this year's Carnival parade.
- There may be more money available for the Youth Club from the Proceeds of Crime fund.
- The Hathersage Safer Neighbourhood Team has been nominated for a Police award.
- The Police are still investigating the theft of the paving slabs from Town Bottom playing field.

The format and the running of the Annual Parish Meeting of Tuesday 7th May 2013 were reviewed. It was agreed that this had been the best meeting of recent years. The following points about the running of the meeting were noted:-

- Speakers should be encouraged to limit the duration of their presentations.
- The microphone / loop system needs to be implemented.
- Funding should be provided for the food.
- The Chair expressed his thanks to those members who provided the food.
- Next year's meeting should follow this format.

The Clerk tabled a summary of the points raised at the meeting. The following points were noted:-

- The Clerk is to approach DCC for funds to clear the weed from the Brook for the Duck Race.
- All members are to consider how to provide a storage facility near the centre of the village.
- The Clerk is to give Cllr Nash's contact details to the Scouts as he has some stone for them to use.
- The use of the Soft Water Lane site for car parking is addressed later on the agenda.
- The provision of a Skate Park is still being considered.
- There was little support for the ideas of providing senior exercise equipment and for the electrification of the Church clock.
- It was suggested that Bradda Dads and local businesses could be approached for funding for the Youth Club.
- Contact details for DCC Cllr Twigg were available for local organisations seeking grants.
- Cllr Higgs is to investigate improving the sound system in the Methodist Hall.

Cllr Granger gave her report from the recent meeting of the Neighbourhood Planning committee. She reported that the DCLG grant application has been completed and submitted and that she expected a response within 10 – 15 days. The sale of the two fields near Soft Water Lane highlighted the urgency for completing the Neighbourhood Plan. In general, the work of the committee was in keeping with the project plan.

The Clerk presented Cllr Lancaster's Youth Club report. The number of members attending recent sessions has been erratic with one session being cancelled. The YC is to be closed for one session for half term. The Youth Club committee is to decide when to close the YC for the summer recess. A successful meeting has been held with the Youth Leader and Youth Assistant to resolve the differing perceptions of their responsibilities in the club. The Storeybag theatre group's request to use the Youth Club for rehearsals was considered. It was decided that the Clerk should contact Mr Middleton to obtain his permission.

Cllr Ridgeway gave her report from the Carnival committee. Her report included the following points:-

- All is progressing well.
- The road closures have been agreed.
- The royalty and their dresses & sashes have been decided.
- The format of the Fancy Dress competition has been decided.
- More judges are required.

069/2013 Playing Fields, Open Spaces & Village Caretaking

The Clerk gave an update on the previous month's caretaking activities as completed by the existing caretakers. The main caretaker's request to reduce his hours was noted and alternative approaches for the provision of services were discussed. It was **resolved** that the main caretaker should reduce his hours and that an alternative caretaker should be engaged at the rates of pay proposed. The Clerk is to monitor the impact of this decision on the caretaking budget.

Cllr Higgs gave an update on the work of the Playing Fields and Open Spaces committee. His report included the following points:-

- a) the safety checks and the maintenance of the Playing Fields were progressing satisfactorily.
- b) the annual May RoSPA safety inspection is to be conducted by the provider recommended by the council's insurer.
- c) the two new benches, donated by an ex-resident, have now been installed near the TBPF play equipment.
- d) there is concern about dog owners allowing their dogs onto the playing fields. The Clerk is to discuss this with DDDC.

The email from the co-ordinator for 'Million Trees Derbyshire' was considered. It was decided that the project would not be of benefit to the council but that the Clerk should forward the information received to the Bradwell Sports Club for its consideration.

070/2013 Highways and Rights of Way

Cllr Horstead reported that no progress has been made on the council's provision of allotments.

The DCC Temporary Road Closure notice for the B6049 at Brough from 3rd June to 15th July for water main renewal works was noted.

It was **resolved** to suspend Standing Orders to allow members of the public to contribute. The DDDC provision of car parks was discussed. It was noted that DDDC councillor Furness was now a member of the DDDC Environment committee where car parking matters are decided. He will require a request from the council to take this matter further. The wording of the council's request is to be finalised at the next council meeting. This matter can be raised at the DDDC Liaison Forum. The Clerk is to forward the Car Parking Review to all members.

071/2013 Planning Applications

Type	Date of Application / Notice	Reference	Property	Summary
		None this Period		

Newburgh Estates Ltd. (NP/DDD/1208/1089)

The latest progress with the amended Outline Planning Application, NP/DDD/1208/1089, from Newburgh Estates Ltd. for the Newburgh site was considered. It is understood that this will be delayed until the September PDNPA Planning committee meeting at the earliest.

The communication from PDNPA giving information on the adopted Supplementary Planning Document for Climate Change and Sustainable Building was noted.

The PDNPA Planning Services Parishes Bulletin 01 was noted.

072/2013 Reports from Council Representatives on Outside Bodies / Attendance at External Meetings / Relationship with Local Authorities & Other Bodies**Recent Meetings:**

Date	Event	Council Representative(s)
09/05/13	'Your Police – Your Views' event Railway Hotel, Buxton from 19:00	
20/05/13	PDNPA Annual Liaison meeting Aldern House, Bakewell from 18:00	Cllr L Granger

Future Meetings:

Date	Event	Council Representative(s)
06/06/13	DCC Parish & Town Liaison forum County Hall, Matlock 18:00 – 20:00	Cllr L Granger
05/07/13	Sustaining the Commons conference Devonshire Building, Newcastle University	

073/2013 Publications / Information Received

Date of Information	Description	Decision Req'd
25/04/13	DALC – Circular 09: H.R. Workshops;	
29/04/13	DALC – Circular 10: CIL Consultation; CCLA & Public Sector Deposit fund; Internal Auditor; Severn Trent Water; On-line Banking; North Derbyshire Clinical Commissioning group; DCLG Empowering Communities survey; Grant Thornton	
29/04/13	Clerks & Councils Direct magazine	
29/04/13	Volunteer Centre Glossop – DBC Newsletter	
09/05/13	DALC – Circular 11: H.R. Workshops; DALC AGM; RAD help for Neighbourhood Planning grants	
17/05/13	Open Spaces Society: Appeal for donations	
17/05/13	Groundwork & Crestra Newsletter – Spring 2013	

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

074/2013 Date of Next meeting

The next Meeting of the Parish Council will be held at 7:30 p.m. on Tuesday 25th June 2013 in the Methodist Lounge.

PART II – CONFIDENTIAL INFORMATION

There is no Confidential Business this month.

The meeting concluded at 10:32 p.m.