



**Minutes of the**  
**Annual Meeting of the Parish Council**  
**held at 7:30 p.m. on Tuesday 16<sup>th</sup> May 2023.**

**Present:** Cllr B Salisbury (Chair), Cllr A Taylor, Cllr K Lancaster, Cllr B Salisbury, Cllr Z Harrison, Cllr M Salvage, Cllr C Furness, Cllr L Granger

Mrs C Preston (Clerk)

Members of Outside Bodies / Authorities: None

Members of the public: None

## **PUBLIC PARTICIPATION.**

All councillors present signed the Acceptance of Office document. Cllr Furness was welcomed to the parish council and in his absence, Andy Nash was congratulated on becoming a District Councillor for Derbyshire Dales.

## **Election of the Chair & Signing of Acceptance of Office (Guide 2 mins)**

### **098/2023**

It was **resolved** to move the election of the chair to the parish meeting in June as Cllr Downing was not present at the meeting but had indicated to the clerk his willingness to take on the role. No other councillors indicated that they were prepared to take on the position.

**ACTION:** Clerk to add the election of the chair & signing of acceptance of office to the agenda of the June parish council meeting

## **Election of the Vice-Chairman & Signing of Acceptance of Office (Guide 2 mins)**

### **099/2023**

It was **resolved** to elect Cllr Salisbury as vice-Chair.

Cllr Salisbury signed the Acceptance of Office document.

## **Apologies for Absence**

### **100/2023**

Apologies were received from Cllr Downing by reason of holiday, Cllr Cornish by reason of another appointment. These apologies were noted. Apologies were received from County Councillor Sutton and District Councillor Nash

## **Declaration of Members' Interests**

### **101/2023**

Cllr Lancaster declared an interest in agenda item **106/2023** as she is a director of the company MyPaye.

To review the appointment of councillors to the various committees and as representatives on external bodies.

### 102/2023

The current committees were reviewed, and it was decided to amalgamate the Land and Playing Fields committee with the Amenities, Car Parking and Buildings committee. It was renamed the Amenities committee. Committee chairs and members of each committee were appointed.

**ACTION:** Clerk to update the relevant document and ensure it is posted to the website

### 103/2023

Council To consider the proposal that Bradwell Parish Council gives the Clerk authority to make the Council's choice on the Peak District National Park Authority Parish Member Elections ballot paper (once it arrives) and to then send it in by the closing date, Council **resolved** to give the clerk the authority to complete the paperwork when it is received.

**ACTION:** Clerk to complete and return the paperwork when it is received.

### 104/2023

Council considered the proposal that council nominates a parish councillor to become a parish member of Peak District National Park Authority. Cllr Furness volunteered to be the parish councillor nominated. Council **resolved** that Cllr Furness would be nominated to become a parish member of Peak District National Park Authority.

**ACTION:** Clerk to complete and return the paperwork when it is received.

## Acceptance and signing of Previous Minutes and Matters Arising

### 105/2023

It was **resolved** to accept the minutes of the Parish Council meeting of 04/04/2023.

## Financial Matters

### 106/2023

It was **resolved** to authorise the twenty-three financial transactions from May below, together with two supplementary transactions.

Ref	Payee	Description	Amount £	Cheque
01	Xero	Monthly direct debit	33.60	Direct Debit
02	E. ON	Monthly electricity charge	13.70	Direct Debit
03	HSBC	Monthly bank charge	5.00	Bank Charge
04	Peak Waste Recycling Ltd	Hire of skip	228.00	Debit Card
05	C Preston	Marquee	388.90	BACS
06	Post Office	Postage stamps	8.80	Debit Card
07	Charlotte Staves Cleaning	Playground inspections April 23	40.00	BACS
08	C Preston	Gazebo for Kings Coronation Celebrations	42.99	BACS
09	Water plus	Water charges for the toilet block April 23	12.82	BACS

10	C Preston	Salary and office allowance April 23	1,058.04	BACS
11	NEST	Pension contributions April 23	80.34	Direct Debit
12	HMRC	NI and tax contributions April 23	99.55	BACS
13	A & J Cleaning Services	Public convenience cleaning April 23	247.50	BACS
14	Fresh Air Fitness	Service of Gym equipment	775.20	BACS
15	Mr A Samwell	Bus shelter cleaning April 23	10.00	BACS
16	C Preston	Road closure fee for carnival	24.50	BACS
17	Cllr Downing	123 Domain name renewal	20.39	BACS
18	C Preston	Milage claim April 23	13.95	BACS
19	Aldi	Food for Annual Parish Meeting	21.37	Debit Card
20	Co-operative	Wine for Annual Parish Meeting	81.50	Debit Card
21	Amazon	Extension leads	46.80	Debit card
22	Bradwell News	Parish council notes in Bradwell News	504.00	BACS
23	Bradwell Memorial Hall	Room booking	24.00	BACS
<b>Ref</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Cheque</b>
01	Total Energies Ltd	Electricity charges toilet block	£288.84	Direct Debit
02	Cloudy IT	Microsoft 365 subscription	£87.24	BACS

## Other Financial Matters

### 107/2023

Cllr Lancaster reviewed the Co-operative bank account, and no queries were raised.

### 108/2023

The Annual Governance Statement (Section 1) of the council's 2022/23 Annual Return was reviewed and signed by Cllr Salisbury.

### 109/2023

Council reviewed the signatories on the council bank accounts and **resolved** to remove Peter Higgs as a signatory and add Cllr Salisbury as a signatory on all bank accounts.

**ACTION:** Clerk to organise the paperwork for the change of signatories.

## Parish Council Processes

### 110/2023

Terms of Reference for the Carnival, Finance, Administration and Training and Resilience committees were reviewed, and it was decided to adopt these documents for the coming year. The Terms of Reference for the new Amenities to be updated due to the amalgamation of the Land and Playing Fields committee with the Amenities, Car Parking and Buildings committee.

**ACTION:** Clerk to ensure the updated documents are posted to the website

### 111/2023

The current version, 'Standing Orders and Chairmanship' published by NALC in 2003, was reviewed and the council resolved to adopt this document for the coming year.

### 112/2023

Council considered that the wording attached to the S137 application form should be updated to include the statement that applicants are requested to attend the relevant council meeting in support of their application to allow councillors to ask questions for clarification. Council **resolved** to amend the document to include the new wording.

**ACTION:** Clerk to amend the document to include the new wording and organise for it to be posted to the website.

### 113/2023

Councillors were requested to complete a new Register of Disclosable Pecuniary Interests and return them to the clerk.

**ACTION:** Clerk to send updated documents to the monitoring officer at Derbyshire Dales District Council.

### 114/2023

The Financial Regulations were reviewed, and it was **resolved** to adopt this document for the coming year.

### 115/2023

The council policies were reviewed, and it was **resolved** to adopt these documents for the coming year.

**ACTION:** Clerk to ensure the updated documents are posted to the website

## Parish Issues / Initiatives

### 116/2023

Council considered the proposal that Bradwell Parish Council registers their interest in electric vehicle charging infrastructure with Derbyshire County Council. Council **resolved** to register their interest in the project.

**ACTION:** Clerk to register councils' interest in the project.

### 117/2023

Cllr Taylor advise that Andy Nash has been removed from the group who agree what is posted on Facebook and has been replaced with Cllr Cornish. It was **resolved** to post about the new parish council on Council's Facebook page.

**ACTION:** Cllr Taylor to organise posting on Council's Facebook page and sharing the post on Bradwell Hope Valley community forum Facebook page.

### 118/2023

Cllr Granger gave an update from the village celebration at Town Bottom playing field for the King's Coronation on 7th May 2023. The event was very well received by the village and approximately 400 people attended throughout the day. A sum of £87.50 was collected during the day from visitors who paid for the hog roast and some donations from residents.

Council would like to express thanks to The Methodist Church for the loan of chairs and to members of Bradda Dads who assisted in putting up and taking down the marquees.

Council resolved to give a donation of £50 to Bradda Dads for their assistance in putting up and taking down the marquees.

**ACTION:** Clerk to add the payment to the June parish council meeting agenda for approval

### 119/2023

Council considered a request from a resident to install a canopy over the bench at the bus stop on Gore Lane to protect the bench from the debris from the tree. Council requested the clerk to contact Derbyshire County Council to investigate if permission is required to install a cover over the bench.

**ACTION:** Clerk to contact Derbyshire County Council to investigate if permission is required to install a cover over the bench.

## Parish Playing Fields, Open Spaces and Village Caretaking

### 120/2023

The clerk advised that there is no update on the chase for the correct contact details in order to invoice the annual rent from Severn Trent Water and the solicitors.

**ACTION:** Clerk to continue to chase Severn Trent Water and the solicitors for the correct contact details in order to invoice the annual rent.

### 121/2023

The clerk advised that there is no further progress with the solicitors acting for The Guinness Partnership. It was **resolved** that the clerk continues to progress transfer of the land to Bradwell parish council.

**ACTION:** Clerk to continue to chase the solicitors for an update.

## Highways & Rights of Way (Guide Time 5 minutes)

### Planning Applications

#### 122/2023

Type	Date of Application / Notice	Reference	Property	Summary
Planning Application	24/04/2023	NP/DDD/0423/0450	Land off Boggy Lane Bradwell	Proposed change of use of existing agricultural land to fenced recreational dog exercise paddock. (Council supported this application with comments)
Planning Application - Granted	25/04/2023	NP/DDD/0123/0008	1 New Edge View, Smalldale Bradwell	Extension to affordable dwelling from 2 to 3 bedroom. (Council supported this application)
Planning Application - Granted	26/04/2023	NP/DDD/0123/0089	Roslyn, Smithy Hill, Bradwell	Install a shed in garden. It will replace an existing shed in the same location. (Council supported this application)

## Other Partner Authorities / Agencies

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

123/2023

#### Recent Meetings:

Date	Event	Council Representative(s)
17/04/2023	Peak Park Parishes Forum	Cllrs Granger and Downing

#### Future Meetings:

Date	Event	Council Representative(s)
13/06/2023	Breedon Liaison Meeting	Cllrs Salisbury, Salvage

## Publications / Information Received

124/2023

Communications have already been circulated electronically.

#### Date of Next Meeting

125/2023

The next meeting of the parish council is planned for Tuesday 6<sup>th</sup> June 2023 at 7.30p.m.

The meeting concluded at 9.00p.m.