



**Minutes of the**  
**Meeting of the Parish Council**  
**held at 7:30 p.m. on Tuesday 04<sup>th</sup> February 2025**

**Present:** Cllr Downing (Chair), Cllr Cornish, Cllr Salisbury, Cllr Granger, Cllr Harrison, Cllr Salvage, Cllr Lake, Cllr Furness

Mrs V. Ball (Clerk)

Members of Outside Bodies / Authorities: District Councillor Nash

Members of the public: One

## **PUBLIC PARTICIPATION.**

One member of the public attended from Bradwell War Memorial Hall to ask council to consider their request for an S137 grant which would enable the hall to complete refurbishments of the gallery meeting room. The committee are asking for a grant of £1370 to purchase new carpets and tables to seat up to ten people. The gallery room is used by village organisations for meetings including the parish council. Council suggested they could purchase the carpet up to a cost of £1000 but this item would be added to the next meeting's agenda for proposal.

## **Apologies for Absence**

### **020/2025**

Cllr Taylor for reason of holiday. This absence was noted. The chair advised the clerk that Cllr Lancaster had asked for her apologies to be noted due to holiday. This was noted.

## **Declaration of Members' Interests**

### **021/2025**

Interests were declared by Cllr Harrison for payment for his gritting services in January and by Cllr Lake for travel allowance due to attendance at a council training session.

## **Legal Matters**

### **022/2025**

Cllr Downing explained to council that the working group for The Dumbles had been discussing how to resolve the legal issues over council owned land and a right of way dispute with a resident. The group had agreed that the biggest concern was pedestrian safety on the road, to which they had a duty of care to show that all necessary measures to protect the users of the lane had been taken. Because of this Cllrs Cornish and Granger attended a recent without prejudice meeting between council and the resident and their respective solicitors. Heads of agreement were reached at this meeting, which Cllr Cornish read out to council.

Council **resolved** to accept the agreement, but it was asked that for the avoidance of doubt and misinterpretation that the name of the land and property to which the right of way was permitted was listed in the final contract. It is also noted that a 5-mph speed limit will be implemented on the lane to provide safety for pedestrians.

*ACTION:* Clerk to contact the solicitors to confirm that council had agreed to the proposal subject to the necessary amendments being made.

#### **A report from Derbyshire County Council:**

##### **023/2025**

There was no report from County Councillor Sutton and Cllr Salisbury confirmed he had had no recent communications with him either.

#### **A report from Derbyshire District Council:**

##### **024/2025**

District Councillor Nash commented on the large amount of potholes in the village and asked whether council could report them for repair. It was suggested that a walk around the village would be appropriate to assess the damage and obtain photograph evidence.

In general news, District Cllr Nash reported that fly tipping fines have been increased from £100 to £500. It was however difficult to prove this crime without evidence.

The National Park local plan has identified that 580 houses would be built in the Derbyshire Dales, but approximately two thirds would fall outside of the national park boundary. The emphasis is on affordable homes, with Bradwell being recognised as a key village in need of more affordable housing.

District Cllr Nash also reported that Unitary Authorities are to be implemented across the East Midlands. Currently there is a mayor, county councils, district councils and parish councils. The bill will remove this 4-tier level of governance and replace it with a combined authority. This would potentially lead to a divide of North and South Derbyshire with a new set of elected officials in place. This would happen within two years, and Cllr Nash confirmed that there are not expected to be changes to parish councils, except that there may be more power at this local level.

District Cllr Nash attended a recent Community Environment meeting, where the topic of public toilets was discussed. He was trying to get council some funding towards the upkeep of the toilets on Town Bottom but advised that the clerk should apply directly to the fund.

#### **Acceptance and Signing of Previous Minutes and Matters Arising**

##### **025/2025**

It was **resolved** to accept the minutes of the Parish Council Meeting of 07/01/2025. These minutes were signed as a true record by Cllr Downing. The clerk advised that moving forward each page of the approved minutes must be signed by the approver.

There were no matters arising.

#### **Financial Matters**

##### **026/2025**

It was **resolved** to authorise the following eighteen transactions along with three supplementary payments

<b>Ref</b>	<b>Payee</b>	<b>Description</b>	<b>Amount £</b>	<b>Source</b>
01.	Xero	Monthly direct debit January 2025	£39.60	Direct Debit

02.	E. ON	Monthly electricity charge January 2025	£12.80	Direct Debit
03.	HSBC	Monthly bank charge January 2025	£5.00	Bank Charge
04.	Water Plus	Water charges for the toilet block January 2025	£30.47	Direct Debit
05.	Cloudy IT	Microsoft Subscription Fees January 2025	£99.72	Direct Debit
06.	British Gas Lite	Public Conveniences Town Bottom January 2025	£176.30	Direct Debit
07.	Vanessa Ball	Salary and Office Allowance January 2025	£847.56	BACS
08.	Nest	Pension contributions for January 2025	£64.82	Direct Debit
09.	HMRC	Tax and NI contributions January 2025	£78.44	BACS
10.	Cllr Harrison	Payment for gritting services	£150.00	BACS
11.	Cllr Taylor	Travel allowance for councillor training. 24 miles @ 0.45pence per mile	£10.80	BACS
12.	Cllr Lake	Travel allowance for councillor training. 24 miles @ 0.45pence per mile	£10.80	BACS
13.	Barriers Direct	New parking post for replacement of damaged post	£57.00	BACS
14.	Pennine Aggregates	Purchase of rock salt for village grit bins	£529.92	BACS
15.	Bradwell War Memorial Hall	Room Hire	£126.00	BACS
16.	GES Electrical	New sensor lights at Town Bottom	£254.00	BACS
17.	Amazon	A3 Card for Youth Activities fundraiser	£6.08	Bank Card
18.	MYPAYE	Purchase of 10 credits to run payroll	£13.00	Bank Card

A&J Cleaning	Cleaning and cleaning supplies for Town Bottom toilets January 2025	264.00	BACS
Alan Williams	Playground inspections January 2025	62.50	BACS
Shelter Maintenance Ltd	Bus stop cleans for December 24 and January 2025	24.77	BACS

## Other Financial Matters

### 027/2025

Cllr Downing had reviewed the Co-Op bank statement and confirmed there were no issues.

### 028/2025

The clerk presented the updated financial regulations to council to confirm that they now include the statement that we will try to obtain three quotes for work if this is possible and if the amount is between £500 and £3000. This amendment was accepted by council and will be updated to the website.

**ACTION:** Clerk to send Cllr Downing the updated financial regulations for upload to the website.

### 029/2025

The clerk reported that she had had a mid-year review with the auditors to discuss if any changes needed to be implemented prior to completion of the finance year in March. The auditor concluded that council was generally in a good position, with a few minor alterations needed. These included a direct link on the Bradda website to members interests from the Derbyshire Dales District webpage and five years' worth of AGAR forms to be uploaded. The clerk confirmed that these had already been updated to the website.

The auditor also suggested the implementation of parish council specific accountancy software. The clerk reported that she had investigated companies and had had a demo with a company called Scribe. She presented a case to change from Xero onto Scribe. The software offered completion of AGAR and year end accounts, the asset register and our five year plan all in one place. Whilst it was slightly more expensive each month, it would save money over the year, as well as costly auditor fees. Council agreed to implementation of the Scribe software.

## Parish Council Processes

### 030/2025

The clerk presented the amended CCTV policy for council approval, which includes the change of recording retention from 30 days to 45 days to consider any FOI requests that may occur between meetings. A statement was also added to the policy that should the need arise the tape would be stopped and a copy stored securely until required. These changes were accepted by council and will be updated to the website.

**ACTION:** Clerk to send Cllr Downing the CCTV policy for upload to the website.

### 031/2025

The application for an S137 grant from Bradwell Teddies for an amount of £800 was discussed, and it was **resolved** to offer a contribution of £500 towards the grant. Council was concerned about the uncertainty of the future of the group however they did agree that the group could reapply for more money next year if a new committee had been established.

**ACTION:** Clerk to inform Bradwell Teddies of their grant success.

## Parish Issues / Initiatives

### 032/2025

Cllr Granger asked council to consider the installation of a new village map as the current one on Town Bottom was outdated and the frame needed attention. It would also be helpful to provide additional maps in other areas of the village including Smalldale, Towngate and Dale End to hopefully help with the problems of missed deliveries and packages being delivered to wrong addresses.

Cllr Downing confirmed he had the original artwork on his computer but there may be people in the village who could help with the design of new map.

It was suggested that the map on Town Bottom could be replaced first and then individual ones afterwards, although it would be helpful to have a cost for the whole project. It was agreed that a working group of councillors be organised to develop the project and bring proposals back to council.

#### **033/2025**

Cllr Downing reported that council should consider using a PO Box for all official council mail, rather than the clerk's home address. If the clerk changes, or if the clerk's home address changes, then important mail can go astray. The clerk confirmed that she had also been approached by the clerk at Hope asking if Bradwell would be willing to share a PO box with them to help reduce costs.

Council agreed that it would be beneficial to have a PO box.

**ACTION:** Clerk to research into costs. Speak to Hope PC and plan the implementation of a PO Box.

#### **034/2025**

Cllr Taylor was absent from the meeting, but councillors agreed there was nothing to be included at this time.

#### **035/2025**

The clerk confirmed that she had investigated the costs of having a defibrillator installed in the Smalldale area of the village, and they are likely to be in the region of £2000. Council feels there is already a selection of these devices across the village and **resolved** not to install a defibrillator on Smalldale at this present time.

#### **036/2025**

The clerk presented council with a photograph of the bench at Dale End. It is in a poor state of repair and would be quite costly to repair. Cllr Downing suggested that it might be a nice idea to ask if any resident would like to place a memorial bench for a lost loved one in this place. It was agreed that council could advertise this on Facebook.

**ACTION:** Clerk to ask Cllr Taylor to post this to the council FB page.

### **PDNPA & Planning Matters**

#### **037/2025**

Cllr Granger attended a recent Peak Park Parishes Forum meeting, and it was proposed at this meeting that each council should be encouraged to write a letter to their local MP to show how badly broken is the budgetary system for the Peak District National Park. The current funding received from DEFRA is hopelessly inadequate and PDNP is facing its third restructure in five years, with services once again being cut. The secretary of the Peak Park Parishes Forum is drafting a sample letter which will be available for councils to use. Council agreed to send the letter to the local MP

### **Recent Meetings:**

#### **038/2025**

As minuted in 036/2025 Cllr Granger attended a PPPF meeting. She confirmed that there was not much else to report from this meeting other than the secretary was leaving and a new one was required.

### **039/2025**

The clerk alongside Cllrs Lancaster, Lake and Taylor recently attended a training session at Peak Park. Cllr Lake reported that this course was beneficial in helping to understand how decisions are made, and what needed to be considered when commenting on a planning application.

### **Future Meetings:**

#### **040/2025**

Cllr Furness confirmed that the next Breedon Liaison Meeting would take place on March 11<sup>th</sup> 2025.

### **Publications / Information Received**

#### **041/2025**

Communications have already been circulated electronically.

### **Date of Next Meeting**

#### **042/2025**

The next meeting of the parish council is planned for Tuesday 4<sup>th</sup> March 2025 at 19:30hrs in the Methodist Lounge, Towngate, Bradwell.

**The meeting concluded at 20:32hrs**