

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: clerk.baslow.bubnell@googlemail.com

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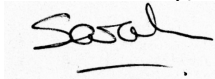
13th July 2015

Dear Councillor,

You are summoned to attend the ordinary meeting of Baslow and Bubnell Parish Council on **21st July 2015 at 7.30pm at the Baslow Methodist Hall.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sarah Porter

AGENDA

PART 1 – NON CONFIDENTIAL ITEMS

- | | <i>Report / Action Required</i> |
|--|---|
| 1. Apologies for absence | To note |
| 2. Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest
Please Note:
a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to
b) make representations and then leave the meeting prior to any consideration or determination of the item)/ Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.
The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct. | To note |
| 3. Public speaking
a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter.
b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. | To note and action |
| 4. To approve the Minutes of the Meeting held on 16 th June 2015 | To approve |
| 5. To determine which items if any from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -
"In view of the confidential nature of item to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item." | |
| 6. Matters Arising (actions from previous meetings): <ul style="list-style-type: none">• Vacancies – Jane Buckham• Planning• Suggestions from residents• Playground and Burial Ground• Working Parties• Roundabout by Roleys• Cllr Longden funeral donation of £100• Overhanging trees were mentioned in the Parish Magazine• Pot hole in pavement was reported | Update
Agenda Item 7
Agenda Item 8
Agenda Item 9
Agenda Item 10
Update
Update
To note
To note |
| 7. Planning Applications
New: <ul style="list-style-type: none">• NP/DDD/0615/0582 - Wyndham, Derwent Drive, Baslow - Rebuild front porch on existing foundations, to include pitched roof with velux roof lights, new front door and side window• NP/DDD/0615/0610 - Cupola Two, Sheffield Road, Baslow - Installation of sewage treatment unit to Cupola Two• NP/DDD/0615/0577 - Greenhead Cottage, Bar Road, Baslow - Construction of a new stable and menage• NP/DDD/0615/0533 – Holmcroft, Over Lane, Baslow - Replacement of 2 sheds with | Clerk |

a traditionally built greenhouse.

Existing:

- NP/DDD/0515/0430 – Pinecroft, Bar Road, Baslow - Conversion of existing domestic garage and replacement of flat roof with pitched roof – Granted conditionally
- 3009008 (appeal) - Land off B6050, Eastmoor, Baslow - Change of use of agricultural land for proposed implement store, static stables and menege (appeal) - Pending
- NP/DDD/0415/0344 - Gorse Hill, Gorse Bank Lane, Baslow – Proposed replacement dwelling – Granted conditionally
- NP/DDD/0415/0372 – Chatsworth - Construction of bank stabilisation works at three locations along the river Derwent within Chatsworth Park – Granted conditionally
- NP/DDD/0415/0324 - 1 Cupola, Sheffield Road, Baslow – Install water treatment package – Granted conditionally
- Rutland Arms – pending. Application has been revised.

Enforcement:

- Storage container in field

8. Suggestions from residents:

- Rubbish in bus stop Clerk
- Public toilet smell Clerk
- Signs within the village Cllr Brown
- Virtual Neighbourhood Watch Clerk
- Defibrillator Donation – feedback from training. New invoice for VAT element received as they forgot to add VAT! Clerk
- Covering external meetings – Clerk has notified the Charity To note
- Traffic and parking concerns – To discuss
 - Speed signs – stickers for wheelie bins?
 - Speed checks
 - Change.org petition?

9. Playground and Burial Ground Inspections

- Issues from latest inspections? To discuss
- Playground Rospa report – Overall rating is Medium To discuss
 - Fencing is decaying
 - 2 Pedestrian gates – however not necessary in this area as no road nearby
 - Decay in wood of tyre bridge
 - Decay in wood on slatted bridge
 - Decay in wood on balance posts
 - Decay in wood on balance beam
- Burial Ground: Clerk
 - Tree Survey
 - Meeting with grave digger about spaces
 - Additional memorial benches? Existing bench is still waiting to be painted

10. Working Party Updates:

- New Playground/Recreation Area – To discuss
 - Meeting of working party on 11th July – Notes attached
 - Spraying – Contractor revisiting as not worked
 - Logo Competition results
- Communication – To discuss
 - Events – Parish Meeting items
 - Website – To complete
 - Profiles for Councillors Brown, Clark, Dalrymple Smith and Reid.
 - New website
- Community Orchard
- Footpaths
- BEST – To discuss
 - Wasps nest in grit bin on Over Lane
 - New grit bin – would need to be the responsibility of the Parish Council

11. Finance and Administration including Working Party Update:

- Audit – This has been returned with no issues. They have flagged again the high level of reserves the Parish Council currently has despite Clerk informing them of the reason To note
- Insurance – Renewed although invoice just received. To note
- Pension – Clerk not set up yet To note
- Ground maintenance – the setting up of a composting bin would be helpful but is it realistic? To discuss
- S137 Requests:
 - None
- New expenditure to approve: To approve

- Cheque 1231 – Clerk Pay and Expenses £478.17
 - Cheque 1232 – Insurance - £397.87
 - Cheque 1233 – Defib VAT - £1,167.00 (All VAT)
 - Cheque 1234 – Ground maintenance - £82
 - Cheque 1235 – Dalc training - £40
 - Cheque 1236 – Play area training - £45
 - Expenditure to note: To note
 - None
 - New income to note: To note
 - Interest - £1.57
12. Correspondence: To note
- Peak Park Ballot results To request?
 - Clean Up Project To note
 - RBS Bank changes
13. Feedback from Meetings and Training: Cllr Dawson
- Play Area Inspection Training event – 16th July
14. For information
- None
15. DALC To note
- Circular 15 - Employment of the Clerk & Council Staff Training - Grave Matters, Guide to managing cemeteries & closed churchyards Training - Allotment Training - Minutes & Procedures Training
 - Circular 16 2015 - Grants & Funding Circular
 - Circular 17 2015 - Smaller Authorities Transparency Fund - Briefing Note - Clerk RFO Vacancy - Dethick, Lea & Holloway PC
16. Reading (circulated by email): All to be read
- NDVA Network newsletter
 - Media Releases from Derbyshire Dales District Council
 - artsMatters Summer 2015
 - Rural Matters Newsletter
 - Rural Services Network Bulletins
 - Rural Opportunities Newsletter
 - Weekly Rural News Digest
 - Rural Opportunities Bulletins and Press releases - Rural Services Network
17. Any Other Business which the Chair considers to be of urgency

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Methodist Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- 21st July 2015
- 15th September 2015
- 20th October 2015
- 17th November 2015

BASLOW AND BUBNELL PARISH COUNCIL

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MINUTES

For the meeting held on 16th June 2015 in The Methodist Hall, Baslow

Councillors present:	Christopher Brown David Dalrymple-Smith Joanne Keen Sarah Reid	Richard Clark David Dawson Malcolm Roper	Apologies:	Cllr Kath Potter
Others:	PCSO Ian Phipps Ted Cadogan Sally Ambrose Prof Rainsford Sarah Porter		Not present:	

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. There were apologies for absence received from Cllr Kath Potter.
2. There were no declaration of Members Interests.
3. Public speaking
 - Chatsworth – Ted Cadogan and Sally Ambrose came and gave a presentation:
 - Here to talk about traffic in Baslow which is a problem to Chatsworth and Baslow. Ted Cadogan has some radical ideas to try and improve things.
 - Chatsworth now measures things on the triple bottom line – People, Profit, Place (environment)
 - £6million to keep Chatsworth going and renovations have cost £3million per year in the last 3 years. Then there are one off events such as the flood prevention measures.
 - Car park numbers at Chatsworth has remained static for the last 5 years at around 250,000. The difference is the Christmas Markets.
 - 2011 the markets jammed up the area and so a new layout was introduced for 2012 and 2013 which worked well. However in 2014 there was a 25% increase in cars and so it snarled up again.
 - For 2015 the proposal is to reverse the previous years flow. The Golden Gates will be in only in the morning and the normal entrance will be out only. Later in the day the Golden Gates will be out only and the normal entrance will be in and out.
 - Number of coaches limited to 10 per weekend. Spreading event over a longer period (week). No rebate on visiting house and market and house will be time ticketing.
 - This is costing an additional £100,000 to make it work.
 - Hope this will improve the experience for all.
 - On other days the Golden Gates is being used more as an exit on busy times, the fobs which operate the gates are being reallocated to the staff to improve staff flow around the area and parking generally on the Estate improved with all weather tracking on the grass.
 - Working with Bakewell Showground to try and reduce the number of conflicting dates.
 - Buses – free parking and bus fare reimbursed on entry to the house.
 - Market is 12th – 29th November
 - What about car parking fees and people parking in Baslow and walking in? Not a lot Chatsworth can do about that. If reduce price then congestion will be more. People will do anything not to pay. It is the same for other areas of the Estate such as Edensor.
 - Can you predict busy periods? Can a bit but depends on a number of factors. If this could be shared then the parking enforcement officer could be encouraged to come out to Baslow at those times.
 - Man in the van at Golden Gates prioritises Chatsworth traffic. He needs to get out of his van! Ted Cadogan is monitoring this.
 - Why not keep the normal entrance in? The bridge is a bottle neck so trying this new way.
 - Prof Rainsford – presented a paper to the Council
 - The village is filthy in parts including the bus stop and the public toilets
 - The over hanging trees and shrubs are an issue

Chairman's Signature Date.....

- o Speed of vehicles through the village particularly lorries who also come into the middle of the road.
- o Parish Council information should be included in Parish Magazine
- Police – PCSO Phipps was in the school this week. He is visiting the village and giving out smart water and introducing himself to residents. Speed gun will try to be out more often. Andy Wordsworth 3276 is the lead officer. Calls since the last meeting:
 - o 3 calls re Sheep/Cows on road
 - o 3 calls re transport
 - o 5 calls re suspicious activity
 - o 2 calls re obstruction
 - o 1 call re driver using mobile device
 - o 1 call re ASB
 - o 2 calls re concern for safety
 - o What about the break in

4. The Minutes of the Meeting held on 19th May 2015 were approved.

5. There were no items from Part 1 of the Agenda which should be taken with the public excluded.

6. Matters Arising (actions from previous meetings):

- Planning was discussed under Item 7
- Suggestions from residents was discussed under Item 8
- Playground and Burial Ground was discussed under Item 9
- Working Parties was discussed under Item 10
- Roundabout by Roleys - Councillor views – It was agreed this was not great. This and the other roundabout are the visual entrance to the village and the Garden Society may be happy to assist. Chatsworth and Calver Cross Nursery might sponsor one each. Clerk to contact Highways to see what can happen including signage. Clerk
- Covering external meetings
 - Baslow Charities – Need another Councillor to be a Trustee now Cllr Warne has stepped down. Cllr Dawson agreed to do this alongside Richard Clark Clerk
- Cllr Longden funeral donation of £100 – Pulmonary Heart Research – Clerk to contact Mettams. Clerk
- Councillor Training – All to try and attend. Liaise with Clerk to ensure no more than 3 attend per session All

25.06.2015 – (6.00pm – 8.00pm)	Councillor Induction – Amber Valley	Town Hall, Ripley
08.07.2015 (6.00pm – 8.00pm)	Councillor Induction – Derbyshire Dales	DDDC Office, Matlock
09.07.2015 (6.00pm – 8.00pm)	Councillor Induction – High Peak	Buxton Pavillion
15.07.2015 (6.00pm – 8.00pm)	Councillor Induction – Bolsover	The Arc, Clowne
20.07.2015 (6.00pm – 8.00pm)	Chair Skills	Stretton Village Hall
10.09.2015 (10.00am – 12.30pm)	Councillor Induction	DALC Office, Bakewell
19.11.2015 (2.00pm – 4.30pm)	Councillor Induction	DALC Office, Bakewell
25.02.2016 (10.00am – 12.30pm)	Councillor Induction	DALC Office, Bakewell

7. Planning Applications

Clerk

New:

- NP/DDD/0515/0430 – Pinecroft, Bar Road, Baslow - Conversion of existing domestic garage and replacement of flat roof with pitched roof. – No comment
- 3009008 (appeal) - Land off B6050, Eastmoor, Baslow - Change of use of agricultural land for proposed implement store, static stables and menege (appeal) – Nothing for the Council to do at this time.

Existing:

- NP/DDD/0415/0344 - Gorse Hill, Gorse Bank Lane, Baslow – Proposed replacement dwelling - Pending
- NP/DDD/0415/0372 – Chatsworth - Construction of bank stabilisation works at three locations along the river Derwent within Chatsworth Park
- NP/DDD/0415/0324 - 1 Cupola, Sheffield Road, Baslow – Install water treatment package - Pending
- NP/DDD/0415/0276 - Bubnell House, Bubnell Lane, Baslow - Demolition and replacement of chimney – Accept conditionally
- NP/DDD/0415/0279 - Woodside Cottage, Nether End, Baslow - Domestic double

- garage (amended scheme siting) – Accept conditionally
 - Rutland Arms – pending.
- Enforcement:
- Storage container in field – Letter of enforcement has been sent.

There was a discussion about planning comments.

8. Suggestions from residents:

- Signs within the village – Cllr Brown explained that there is a concern over the number of signs appearing around the village. The Government Guidance is that temporary local signs can be erected if it is promoting a local event for a charity, etc. Commercial events would need to get planning consent. Erioca signs were mentioned and it was agreed to ask the organisers if they have the relevant permissions for their signs. Clerk to ask Peak Park what local means in planning terms and ask Highways what their view is and what permissions they have given. Clerk to put something in the Parish Magazine Clerk
- Virtual Neighbourhood Watch – A resident is happy to coordinate this and the Clerk will send out the information. Clerk
- Defibrillator Donation
 - Approval for the invoices is under Agenda Item 11
 - Training will be on 15th July at 13.00-16:00 and 18.00-21:00 and on 16th July at 09.00-12.00. Clerk allocating places.
- Traffic and parking concerns –
 - Speed signs – stickers for wheelie bins? There was a discussion about where this could be utilised in the village. It was agreed that the position of bins would be looked at by all. All
 - Speed survey results from the Police - Nearly 60,000 vehicles were checked over a period of 7 days:
 - Average speed: 31.2 mph
 - Average speed: 31.2mph
 - 85th percentile: 35.7mph
 - % over limit 31+: 48.6%
 - % over ACPO 35+: 18.8%
 - % 15mph+ over: 1.2%
 - Traffic flow: 59,959

This was discussed and how to take it forward. It was agreed to request a camera car for a period. Clerk

9. Playground and Burial Ground Inspections

- Issues from latest inspections?
 - Playground – All ok. Cllr Reid will do the next month
 - Burial Ground – All ok although bench has not reappeared. Clerk will investigate. Cllr Roper will undertake the next month Clerk
- Burial Ground:
 - Tree Survey – Agreed to get quotes to cover the recreational ground, burial ground and tree in the Orchard. Clerk
 - Meeting with grave digger about spaces Clerk

10. Working Party Updates:

- New Playground/Recreation Area –
 - Cllr Dawson explained the discussion from the meeting of the working party on 18th April. He explained a slight change in the zoning of the site with regard to the bike track. Therefore the Working Party are recommending to the Parish Council to approve this zoning. This was agreed. Working Party
 - Nettles – There was concern raised that the spraying doesn't seem to have killed the weeds. Clerk to speak to contractor Clerk
 - There is a logo competition to design a logo for the new area. This is linking to the school and the closing date is 9th July. There has been a request for a judging panel. Richard Clark will sit on it for the Parish Council. Clerk
- Communication –
 - Parish Meeting items:
 - Dog Poo – The Clerk has had some information from the Police and will pass it on to the church Clerk
 - Cllr Dawson presented an idea for a festival weekend. If it happens then there will need to be a lot of support from the village organisations and the Parish Council. Financial support may be required but would be subject to a separate request. The Clerk will establish what permissions would be required for using the village green. Clerk
 - Website –

- Profiles for Councillors Brown, Clark, Dalrymple Smith and Reid.
 - Specification for new website – Cllr Reid to work with Clerk to finalise the specification and the tenders will be a presentation.
- Community Orchard – Permission is sought to erect some more trees and this was supported and a letter will be sent to residents.
- Footpaths
 - Surgery Hedge – Has been cut by the surgery. It was agreed to ask the contractor to sweep this.
- BEST
 - Flood Warden Scheme Invitation – Cllr Roper has attended this and is registered for alerts.

Cllr Reid and Clerk

11. Finance and Administration including Working Party Update:

- Insurance – Renewed
- Pension – Clerk has undertaken pension training. There is a requirement for the Council to set up an employer pension scheme however you have no employees who you would need to make contributions for as the threshold is earning over £10,000 per annum. The Clerk could volunteer to join but it would be an employee only contribution. The Pension needs to be set up by 1st July 2016. Clerk to set up.
- Grounds Maintenance – Clerk received an email on 7th June explaining that due to an increase in waste disposal costs White Peak Landscapes could no longer deliver the contract for the agreed price and was terminating the contract. The Clerk requested a new price to cover the rest of the year. This would be an additional 30%:
 - June £227.50 (previously £175)
 - July £227.50 (previously £175)
 - August £242.45 (previously £186.50)
 - September £227.50 (previously £175)
 - October £227.50 (previously £175)

For the remainder of the year this would be an additional £265.95. This would be an annual fee of £1573.45 which is still cheaper than the other tender of £2,000. It was agreed to approve this subject to him looking into other waste disposal.
- S137 Requests:
 - None
- New expenditure approved:
 - Cheque 1223 – Clerk Pay and Expenses £458.43
 - Cheque 1224 – Playground spraying - £160
 - Cheque 1225 – Defib installation - £409.72 (VAT £68.29)
 - Cheque 1226 – Defibs - £5,835
 - Cheque 1227 – Skip hire for woodland clearance - £408 (VAT £68)
 - Cheque 1228 – Website maintenance - £40
 - Cheque 1229 - Village clock - £224.40 (£37.40 VAT)
 - Cheque 1230 – RoSPA - £78 (£13 VAT)
- Expenditure noted:
 - None
- New income noted:
 - Interest - £1.50
 - Burial ground - £600
 - VAT Repayment - £483.57

Clerk

Clerk

Clerk

12. Correspondence:

- Parish and Town Council Liaison Forum - Monday 22 June from 5.45pm – 7.45pm – County Hall – No one can attend
- Play Area Inspection Training event - at Hilton Village Hall (South Derbyshire) on Thursday 16th July between 12.00 and 4.00pm – Cllr Dawson hopes to attend
- Peak Park Elections – ballot paper completed
- CPRE Newsletter – was noted
- Derbyshire Dales District Council - Area Community Forums - Tuesday 7 July – Southern - Ashbourne Leisure Centre, 7 pm, Tuesday 21 July – Central - Matlock Town Hall, 7 pm or Tuesday 28 July – Northern – Agricultural Business Centre, Bakewell, 7 pm

Cllr Dawson

Clerk

All

13. Feedback from Meetings and Training:

- Peak District Rural Housing Association – 25th Anniversary – 9th June

14. For information

- Open Day to be held at Whitworth Hospital in Darley Dale on Saturday, 20 June 2015
- Derbyshire Dales Local Area Committee at 6pm on Wednesday 17 June at the Agricultural Business Centre, Bakewell

15. DALC

- Circular 13 2015 - GCG 4th Edition Addendum - New Documents, Finance & Audit,

DALC Website - Governance & Accountability - Connecting Derbyshire - DDCVS
Funding Talk - Holbrook PC

- Circular 14-2015 - DALC website sign in changes - NALC Co-option Briefing -
Electronic Meeting summons - Training Reminders - Transparency Code Requirements
- Big Lunch - NALC
- Derbyshire Association of Local Councils Training - Grave Matters - A guide to
managing cemeteries and closed churchyards - 9 September 2015 – Clerk would like
to attend and this was agreed.

Clerk

16. Reading (circulated by email):

- NDVA Network newsletter
- Media Releases from Derbyshire Dales District Council
- artsMatters Summer 2015
- Rural Matters Newsletter
- Rural Services Network Bulletins
- Rural Opportunities Newsletter
- Weekly Rural News Digest
- Rural Opportunities Bulletins and Press releases - Rural Services Network

17. Any Other Business which the Chair considers to be of urgency

- Toilet – Clerk to contact DDDC as the smell is horrible.
- Overhanging Trees – This is a highway matter but a note will be put in the Parish
Magazine
- Pot hole in pavement by the entrance to the doctors surgery needs reporting/

Clerk

Clerk

Clerk

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Methodist Hall - MEMBERS OF THE
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- 21st July 2015
- 15th September 2015
- 20th October 2015
- 17th November 2015

BASLOW & BUBNELL PARISH COUNCIL

Notes of Woodland Park Project Team Meeting – 12th June 2015

1. Present

Nick Beecroft	Chris Brown
David Dawson	Sarah Reid
Richard Shipston	Simon Turton

2. Apologies

Sarah Porter	Fran Muscroft
Karl Holmes	

3. Notes of meeting of 11th July

Were approved

4. Matters Arising not otherwise on the agenda

None

5. Update on agreed actions

- a. Progress on Lease – Sarah Porter and Nick Wood have agreed all outstanding issues. The delay is with the solicitors. Signing is expected soon.
- b. Progress on ground clearance – The contractor for the weed killing has agreed to treat the area again.
- c. Parish Council decision – The Council at its June meeting, agreed to this group's recommendation to adopt a new zoning arrangement. This has been incorporated within the lease.

6. Update on Landscape Architect Proposals

NB tabled a further set of drawings that had taken account of all comments received since the last meeting. The plans include detailed comments on each point, professional recommendations where there were alternative approaches and possible suppliers of equipment. They indicate where further professional design help might be needed. **(NB will send an electronic copy of the plans for circulation).**

The project team accepted the more detailed plans noting that:

- It has not been possible to include access for large vehicle access without severely compromising the area for the bike track. (NB felt that this should not cause a problem for routine tree work. If access is needed, e.g. for lifting equipment, it would need to be via the sports field or the adjacent field to the south).
- The dog tying area will need to be moved off the sports field and near the entrance from the road to the caravan park.
- There is no zip-wire included – **NB to discuss with RH and include if possible**
- The fence by the river is agricultural post and rail. Is this sufficient to meet safety requirements? – **NB to check with RH**

7. Moving from Planning to Implementation

There was a general discussion on how to proceed. A project management approach was recommended with detailed timetables for action and the establishment of

working parties to accept responsibility for planning, costing and implementing different parts of the scheme. These groups would report to this project team with any spending to be approved by the Parish Council. Sources for financial support would be sought separately.

Priorities were suggested as:

- a. Repeat weed killing
- b. Fencing and other essential safety measures
- c. Any tree work necessary this year
- d. Prepare pathways and layout

The working parties were suggested as:

- Bike track area – **ST and KH** to lead
- School Play – **MC and PTA** to lead
- Play/adventure/fitness areas and equipment – **CB, DD and SR** to lead
- Arts Trail – can we find a local artist who might lead this?

Possible project managers were suggested as:

- Sarah Porter – availability to be confirmed
- Sarah Reid – subject to review of her overall commitments
- DD offered to assist
- NB felt that HLM could not take this on without charging a fee. He would help personally where possible but Alethea Ottewell in his team would be best placed to help. Fees could be charged on an hourly basis at, say, £30-£40 per hour. Likely time requirement half to one day per week.

The following **ACTIONS** were agreed:

- **NB to prepare outline timetable/Gant chart for the project**
- **SP and/or SR to confirm availability for project management**
- **DD to approach MC re school involvement**
- **DD to investigate arts trail possibilities**
- **Working groups to prepare plans for next meeting including timetables for work and potential costs**

8. Funding

Awards for All – would be asked to fund an item of equipment. Identifying this must be a priority for the play equipment subgroup

The Duke and Duchess of Devonshire – would be invited to review the site and the plans with a view to approaching them for a donation

Sports England – an application should be prepared for the bike track area for submission in January at the latest. This could include costs of enabling works such as access from both the Sports Field and road, and anything else we can think of.

Sponsorship – NB and ST were exploring the possibility of sponsorship from suppliers of equipment or other local businesses.

School/PTA – should be asked to fund the various elements of the area for school activities

Parish Council – would need to use its reserves for much of the cost and consider any impact on level of the precept in future years

9. Report to Parish Council

These notes together with the latest plans would be sent to the Parish Council as an update for its July meeting.

10. Any Other Business

None

11. Date and time of next meeting

To be arranged in the week commencing 8th September.

David Dawson

12th July 2015

Monthly Budget Monitoring

BASLOW AND BUBNELL PARISH COUNCIL		Year to Date at 09.07.15			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2015 - 2016		3					
Date	9th July 2015	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	3	To Date	To Date	£	Projected	For Year	£
PAYMENTS							
Administration							
	Clerk's salary	1,376.40	1,386.00	9.60	5,544.00	B 5,544.00	0.00
	Clerk's expenses	109.72	100.00	(9.72)	400.00	B 400.00	0.00
	Parish Mobile phone	18.00	6.50	(11.50)	26.00	B 26.00	0.00
	Councillor's expenses (travel & sub - £10 / person)	156.24	25.00	(131.24)	100.00	B 100.00	0.00
	Training	0.00	62.50	62.50	250.00	B 250.00	0.00
	Audit fees	78.00	75.00	(3.00)	300.00	B 300.00	0.00
	Room hire	72.00	87.50	15.50	350.00	B 350.00	0.00
	Subscription DALC + PPP Forum	0.00	87.50	87.50	350.00	B 350.00	0.00
	Website maintenance	40.00	125.00	85.00	500.00	B 500.00	0.00
	Insurance	0.00	187.50	187.50	750.00	B 750.00	0.00
	Stationery, Printing and Adverts	0.00	159.00	159.00	636.00	B 636.00	0.00
		1,850.36	2,301.50	451.14	9,206.00	9,206.00	0.00
Burial Ground							
	Maintenance	142.00	75.00	(67.00)	300.00	B 300.00	0.00
	Rates inc. water	0.00	23.75	23.75	95.00	B 95.00	0.00
	Refuse removal	0.00	25.00	25.00	100.00	B 100.00	0.00
	Grass cut	0.00	165.00	165.00	660.00	B 660.00	0.00
	Association of Burial Authorities subscription	0.00	17.50	17.50	70.00	B 70.00	0.00
		142.00	306.25	164.25	1,225.00	1,225.00	0.00
Amenity Area							
	Grass cutting	144.00	250.00	106.00	1,000.00	B 1,000.00	0.00
	Other Maintenance	0.00	0.00	0.00	0.00	B 0.00	0.00
		144.00	250.00	106.00	1,000.00	1,000.00	0.00
Old Ford							
	Grass cutting	22.00	45.00	23.00	180.00	B 180.00	0.00
		22.00	45.00	23.00	180.00	180.00	0.00
Playground							
	Grass Cutting	42.00	30.00	(12.00)	120.00	B 120.00	0.00
	Safety Inspection	65.00	17.50	(47.50)	65.00	B 70.00	5.00
	Maintenance	0.00	100.00	100.00	400.00	B 400.00	0.00
		107.00	147.50	40.50	585.00	590.00	5.00
Misc							
	Village clock maintenance	187.00	50.00	(137.00)	116.67	B 200.00	83.33
	Bench - maintenance	0.00	100.00	100.00	0.00	B 400.00	400.00
	Grit Bins x 5 / 2 x fills	0.00	187.50	187.50	750.00	B 750.00	0.00
	Grit - store for paths/roads	0.00	0.00	0.00	0.00	B 0.00	0.00
	Handy person project	0.00	0.00	0.00	0.00	B 0.00	0.00
	Election Costs	0.00	0.00	0.00	0.00	B 0.00	0.00
	Parish Paths	0.00	0.00	0.00	0.00	B 0.00	0.00
	Dog Bins	0.00	0.00	0.00	0.00	B 0.00	0.00
	Contingency	0.00	0.00	0.00	0.00	B 0.00	0.00
		187.00	337.50	150.50	866.67	1,350.00	483.33
S137 Grants							
	S137 grants (incl Village Hall donations)	0.00	375.00	375.00	1,500.00	B 1,500.00	0.00
		0.00	375.00	375.00	1,500.00	1,500.00	0.00
WORKING PARTIES							
							All WP Expend from Reserves
	WP - New Playground	500.00	0.00	(500.00)	1,500.00	B 0.00	(1,500.00)
	WP - Emergency Planning	6,176.43	0.00	(6,176.43)	0.00	B 0.00	0.00
	WP - Orchard	0.00	0.00	0.00	0.00	B 0.00	0.00
	WP - Monuments	0.00	0.00	0.00	0.00	B 0.00	0.00
		6,676.43	0.00	(6,676.43)	1,500.00	0.00	(1,500.00)
	Total Payments	9,128.79	3,762.75	(5,366.04)	16,062.67	15,051.00	(1,011.67)
	VAT	186.69	0.00	(186.69)	0.00	0.00	0.00
	Total Payments after VAT	9,315.48	3,762.75	(5,552.73)	16,062.67	15,051.00	(1,011.67)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
RECEIPTS							
	Bank Interest	5.12	0.00	5.12	0.00	B 0.00	0.00
	Council Tax Grant	257.00	128.75	128.25	515.00	B 515.00	0.00
	DDDC Reimbursements	0.00	249.75	(249.75)	999.00	B 999.00	0.00
	DCC Footpath Grant (Right of way Grant)	0.00	96.25	(96.25)	385.00	B 385.00	0.00
	Burial Ground	1,301.00	0.00	1,301.00	1,111.00	B 0.00	1,111.00
	Donations	0.00	0.00	0.00	0.00	B 0.00	0.00
	Vat	483.57	0.00	483.57	0.00	B 0.00	0.00
	Total Receipts before precept	2,046.69	474.75	1,571.94	3,010.00	1,899.00	1,111.00
	Precept	14,150.00	3,541.50	10,608.50	14,166.00	B 14,166.00	0.00
	TOTAL RECEIPTS including PRECEPT	16,196.69	4,016.25	12,180.44	17,176.00	16,065.00	1,111.00
	PROFIT / (LOSS) for year to 31st March 2015	6,881.21	253.50	6,627.71	1,113.33	1,014.00	99.33
	Cumulative Bank Balances as at 1st April 2014				67,242.89		
	Forecast surplus in year				1,113.33		
	Forecast Cumulative Bank Balances as at 31st March 2015				68,356.22		