

**BASLOW AND BUBNELL PARISH COUNCIL**

Clerk: Sarah Porter

Phone: 01629 732365

Email: [clerk.baslow.bubnell@googlemail.com](mailto:clerk.baslow.bubnell@googlemail.com)

Web: [www.baslowbubnell-pc.org/](http://www.baslowbubnell-pc.org/)

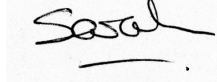
12<sup>th</sup> May 2015

Dear Councillor,

You are summoned to attend the annual general and ordinary meeting of Baslow and Bubnell Parish Council on **19<sup>th</sup> May 2015 at 7.30pm at 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

**ANNUAL GENERAL MEETING AGENDA**

		<i>Action Required</i>
1.	Election of Chairman	Approval
2.	Election of Vice-Chairman	Approval
3.	Apologies for absence	To note
4.	To confirm the Minutes of the Annual General Meeting held on 20 <sup>th</sup> May 2014	Approval
5.	Accounts for the year 2014-2015 and Annual Audit Return	Approval
6.	Code of Conduct	Approval
7.	Register of Interest Forms	To complete
8.	Reports from Committees: <ul style="list-style-type: none"><li>• Orchard Group AGM – Chairman’s report</li></ul>	
9.	AGM Closed move on to Council meeting	

**DATE OF NEXT AGM**

- Tuesday 17<sup>th</sup> May 2016

Held at 7.30pm in the Methodist Hall, Baslow

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

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**AGM MINUTES**

**For the meeting held on 20<sup>th</sup> May 2014 in The Methodist Hall, Baslow**

<b>Councillors present:</b>	Christopher Brown	David Dalrymple-Smith	<b>Apologies:</b>	Cllr Lara James
	Sarah Reid	Malcolm Roper		PCSO Hayley Grundy
	Sally Billau	Julia Warne		(Derbyshire Constabulary)
	Richard Clark	Tony Mottram		
<b>Others:</b>	David Dawson		<b>Not present:</b>	
	Cllr Mike Longden (Derbyshire Dales DC and Derbyshire CC)			
	Sarah Porter			

*Action*

- Election of Chairman  
Cllr Sarah Reid nominated Cllr Chris Brown which was supported unanimously
- Election of Vice-Chairman  
Cllr Julia Warne nominated Cllr Sarah Reid which was supported unanimously
- Apologies for absence were received from Cllr Lara James
- The Minutes of the Annual General Meeting held on 21<sup>st</sup> May 2013 were approved.
- Accounts for the year 2013-2014 and Annual Audit Return were approved.

Clerk

	RBS Current £	RBS Reserve £	HSBC Community £		Summary £
Bal b/fwd current A/C 1st April 2013	500.00	22,416.73	30,331.20	53,247.93	52,403.00
presented items from 2012/13		-800.00			0.00
plus : receipts	19,330.70				19,330.70
		-			
less : payments	13,593.49				-13,593.49
unpresented items					0.00
transferred to reserve a/c	-5,737.21	5,737.21			0.00
	<hr/>	<hr/>	<hr/>		<hr/>
	500.00	27,353.94	30,331.20		58,140.21
Unpresented chqs					0.00
Unpresented receipts					0.00
Balance	<hr/> <b>500.00</b>	<hr/> <b>27,353.94</b>	<hr/> <b>30,331.20</b>		<hr/> <b>58,140.21</b>
Current A/C	500.00				500.00
Deposit A/C	0.00	27,309.01	30,331.20		57,640.21
					0.00
Balance at bank as at April 2014	<hr/> <b>500.00</b>	<hr/> <b>27,309.01</b>	<hr/> <b>30,331.20</b>		<hr/> <b>58,140.21</b>

- Register of Interest Forms were returned to the Clerk

Clerk

- AGM Closed move on to Council meeting

DATE OF NEXT AGM - Tuesday 19<sup>th</sup> May 2015. Held at 7.30pm in the Methodist Hall, Baslow

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

**Baslow and Bubnell Parish Council**  
**Bank Rec. As at 5th April 2015**

	RBS Current £	RBS Reserve £	HSBC Community £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2014	500.00	27,309.01	30,331.20	58,140.21	
plus : receipts	22,746.94			22,746.94	
less : payments	-13,645.71			-13,645.71	
unpresented items				0.00	
transferred to reserve a/c	-9,101.23	9,101.23		0.00	
	<u>500.00</u>	<u>36,410.24</u>	<u>30,331.20</u>	<u>67,241.44</u>	0.00
Unpresented chqs		417.67		417.67	
Unpresented receipts		0.00		0.00	
Balance	<u><b>500.00</b></u>	<u><b>36,827.91</b></u>	<u><b>30,331.20</b></u>	<u><b>67,659.11</b></u>	
Bank : Current A/C	500.00			500.00	
Deposit A/C - 31/03/2015	0.00	36,829.36	30,331.20	67,160.56	
				0.00	
Balance at bank as at 5th April 2015	<u><b>500.00</b></u>	<u><b>36,829.36</b></u>	<u><b>30,331.20</b></u>	<u><b>67,660.56</b></u>	
difference	0.00	-1.45	0.00	-1.45	
<b>Signed by Responsible Finance Officer</b>	_____		<b>Date</b>	_____	
<b>Signed by Chairman</b>	_____		<b>Date</b>	_____	

<b>RESERVES</b>		RBS Current £	RBS Reserve £	HSBC High Interest £	Total £	
Current Bank Balance as per cashbook and bank statements Start of Year		500.00	27,309.01	30,331.20	58,140.21	-9,518.90
*	New Playarea reserve			25,331.20		
*	Transfer to HSBC			5,000.00		
*	New Playarea reserve additions -flexible		10,000.00			
	Repair existing palyground equipment		1,000.00			
	Benches reserve (Accrued annually / spend every 2 yrs)		450.00			
	Orchard reserve		0.00			
	Grit bin reserve from 13/14		750.00			
	Maintenance in burial ground (tree removal)		0.00			
	Election year		1,500.00			
	Website improvement		1,000.00			
	General reserve	500.00	8,000.00			
		<u>500.00</u>	<u>22,700.00</u>	<u>30,331.20</u>	<u>53,531.20</u>	0.00
				difference	-4,609.01	
*	<b>total amount for play area</b>					40,331.20

BASLOW AND BUBNELL PARISH COUNCIL		Year to Date at 05.04.15			Full Year Projection			
RECEIPTS & PAYMENTS ACCOUNT 2014 - 2015		12						A - based on actual
Date	5th April 2015	Actual £	Budget £	Difference	Actual £	Budget £	Difference	B - based on budget
Month	12	To Date	To Date	£	Projected	For Year	£	E - based on extrapolation to yle
<b>PAYMENTS</b>								
<b>Administration</b>								
	Clerk's salary	5,283.22	5,544.00	260.78	5,544.00	B 5,544.00	0.00	Sal 40hrsx£10x12mths+w/ha£20*12+pension10%
	Clerk's expenses	398.55	400.00	1.45	400.00	B 400.00	0.00	
	Parish Mobile phone	30.56	26.00	(4.56)	26.00	B 26.00	0.00	2 months until cancelled
	Councillor's expenses (travel & sub - £10 / person)	0.00	100.00	100.00	100.00	B 100.00	0.00	
	Training	0.00	250.00	250.00	250.00	B 250.00	0.00	
	Audit fees	178.00	300.00	122.00	300.00	B 300.00	0.00	
	Room hire	222.00	350.00	128.00	350.00	B 350.00	0.00	£18 for Methodist Rooms. Plus village hall rental for consultations
	Subscription DALC + PPP Forum	499.67	350.00	(149.67)	350.00	B 350.00	0.00	
	Website maintenance	242.96	500.00	257.04	500.00	B 500.00	0.00	
	Insurance	402.09	750.00	347.91	750.00	B 750.00	0.00	
	Stationery, Printing and Adverts	17.39	636.00	618.61	636.00	B 636.00	0.00	
		7,274.44	9,206.00	1,931.56	9,206.00	B 9,206.00	0.00	
<b>Burial Ground</b>								
	Maintenance	0.00	300.00	300.00	300.00	B 300.00	0.00	
	Rates inc. water	93.73	95.00	1.27	95.00	B 95.00	0.00	
	Refuse removal	100.00	100.00	0.00	100.00	B 100.00	0.00	
	Grass cut	500.00	660.00	160.00	660.00	B 660.00	0.00	
	Association of Burial Authorities subscription	0.00	70.00	70.00	70.00	B 70.00	0.00	
		693.73	1,225.00	531.27	1,225.00	B 1,225.00	0.00	
<b>Amenity Area</b>								
	Grass cutting	500.00	1,000.00	500.00	1,000.00	B 1,000.00	0.00	
	Other Maintenance	0.00	0.00	0.00	0.00	B 0.00	0.00	
		500.00	1,000.00	500.00	1,000.00	B 1,000.00	0.00	
<b>Old Ford</b>								
	Grass cutting	180.00	180.00	0.00	180.00	B 180.00	0.00	
		180.00	180.00	0.00	180.00	B 180.00	0.00	
<b>Playground</b>								
	Grass Cutting	168.00	120.00	(48.00)	120.00	B 120.00	0.00	
	Safety Inspection	65.00	70.00	5.00	65.00	B 70.00	5.00	
	Maintenance	1,155.00	400.00	(755.00)	400.00	B 400.00	0.00	
		1,388.00	590.00	(798.00)	585.00	B 590.00	5.00	
<b>Misc</b>								
	Village clock maintenance	182.00	200.00	18.00	116.67	B 200.00	83.33	
	Bench - maintenance	957.00	400.00	(557.00)	0.00	B 400.00	400.00	
	Grit Bins x 5 / 2 x fills	0.00	750.00	750.00	750.00	B 750.00	0.00	
	Grit - store for paths/roads	420.00	0.00	(420.00)	420.00	B 0.00	(420.00)	
	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	450.00	0.00	(450.00)	450.00	B 0.00	(450.00)	
	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	
		2,009.00	1,350.00	(659.00)	1,736.67	B 1,350.00	(386.67)	
<b>S137 Grants</b>								
	S137 grants (incl Village Hall donations)	1,100.00	1,500.00	400.00	1,500.00	B 1,500.00	0.00	estimate (£1k sportsfield assoc ?)
		1,100.00	1,500.00	400.00	1,500.00	B 1,500.00	0.00	
<b>WORKING PARTIES</b>								
All WP Expend from Reserves								
	<b>WP - New Playground</b>	0.00	0.00	0.00	1,500.00	B 0.00	(1,500.00)	
	<b>WP - Emergency Planning</b>	19.14	0.00	(19.14)	0.00	B 0.00	0.00	
	<b>WP - Orchard</b>	0.00	0.00	0.00	0.00	B 0.00	0.00	
	<b>WP - Monuments</b>	0.00	0.00	0.00	0.00	B 0.00	0.00	
		19.14	0.00	(19.14)	1,500.00	B 0.00	(1,500.00)	
<b>Total Payments</b>								
		13,164.31	15,051.00	1,886.69	16,932.67	B 15,051.00	(1,881.67)	
	VAT	481.40	0.00	(481.40)	0.00	B 0.00	0.00	
	<b>Total Payments after VAT</b>	13,645.71	15,051.00	1,405.29	16,932.67	B 15,051.00	(1,881.67)	
<b>RECEIPTS</b>								
	Bank Interest	15.80	0.00	15.80	0.00	B 0.00	0.00	
	Council Tax Grant	386.00	515.00	(129.00)	515.00	B 515.00	0.00	
	DDCC Reimbursements	999.00	999.00	0.00	999.00	B 999.00	0.00	
	DCC Footpath Grant (Right of way Grant)	385.00	385.00	0.00	385.00	B 385.00	0.00	
	Burial Ground	1,634.00	0.00	1,634.00	1,111.00	B 0.00	1,111.00	
	Donations	5,024.50	0.00	5,024.50	0.00	B 0.00	0.00	
	Vat	152.64	0.00	152.64	0.00	B 0.00	0.00	
	<b>Total Receipts before precept</b>	<b>8,596.94</b>	<b>1,899.00</b>	<b>6,697.94</b>	<b>3,010.00</b>	<b>B 1,899.00</b>	<b>1,111.00</b>	
	Precept	14,150.00	14,166.00	(16.00)	14,166.00	B 14,166.00	0.00	
<b>TOTAL RECEIPTS including PRECEPT</b>								
		<b>22,746.94</b>	<b>16,065.00</b>	<b>6,681.94</b>	<b>17,176.00</b>	<b>B 16,065.00</b>	<b>1,111.00</b>	
<b>PROFIT / (LOSS) for year to 31st March 2015</b>								
		<b>9,101.23</b>	<b>1,014.00</b>	<b>8,087.23</b>	<b>243.33</b>	<b>B 1,014.00</b>	<b>-770.67</b>	
<b>Cumulative Bank Balances as at 1st April 2014</b>								
					<b>58,140.21</b>			
<b>Forecast surplus in year</b>								
					243.33			
<b>Forecast Cumulative Bank Balances as at 31st March 2015</b>								
					<b>58,383.54</b>			

# Code of Conduct

## June 2012

As a member or co-opted member of Derbyshire Dales District Council, I have a responsibility to represent the community and work constructively with our staff and partner organisations to secure better social, economic and environmental outcomes for all.

In accordance with the Localism Act provisions, when acting in this capacity i.e.

- At formal meetings of the Council, its Committees and Sub-Committees
- When acting as a representative of the authority
- In discharging functions as a Ward Member
- At briefing meetings with officers and at site visits
- When corresponding with the authority, other than in a private capacity

I am committed to behaving in a manner that is consistent with the following principles to achieve best value for our residents and maintain public confidence in this authority.

**SELFLESSNESS:** Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

**INTEGRITY:** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

**OBJECTIVITY:** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

**ACCOUNTABILITY:** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

**OPENNESS:** Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

**HONESTY:** Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

**BULLYING AND HARASSMENT:** Holders of public office must treat others with respect and must not pursue a course of conduct which amounts to bullying or harassment of another.

**LEADERSHIP:** Holders of public office should promote and support these principles by leadership and example.

The Act provides for registration and disclosure of interests and in Derbyshire Dales District Council, this will be done as follows:

## **1. DISCLOSABLE PECUNIARY INTERESTS**

I will -

- Comply with the statutory requirements to register, disclose and withdraw from participating in respect of any matter in which I have a Disclosable Pecuniary Interest as defined in Appendix A.
- Keep my register of interests up to date and notify the Monitoring Officer in writing within 28 days of becoming aware of any change in respect of my interests.
- Make verbal declaration of the existence and nature of any Disclosable Pecuniary Interest at any meeting at which I am present at which an item of business which affects or relates to the subject matter of that interests is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.

## **2. SENSITIVE INFORMATION**

Where I consider that the information relating to any of my interests in 1 above is sensitive information, and the District Council's Monitoring Officer agrees, I need not include that information when registering that interest, or, as the case may be, a change to that interest under section 1. In this Code "sensitive information" means information whose availability for inspection by the public creates or is likely to create, a serious risk that I or a person who lives with me may be subjected to violence or intimidation.

## **3. OTHER INTERESTS**

In addition to the statutory requirements, I will make verbal declaration of the existence and nature of any other non disclosable pecuniary interest or non pecuniary interest at any meeting at which I am present at which an item of business is under consideration, at or before the consideration of the item, or as soon as the interest becomes apparent where –

- The matter may be particularly regarded as affecting the well-being or financial standing of me, a friend or a member of my family
- It relates to, or is likely to affect, any of the interests listed in Appendix A to this Code, but in respect of my family or friends.

As a Member of Derbyshire Dales District Council, my conduct will in particular address the statutory principles of the Code of Conduct by:

- Championing the needs of residents – the whole community and in a special way my constituents, including those who did not vote for me - and putting their interests first.

- Dealing with representations or enquiries from residents, members of our communities and visitors fairly, appropriately and impartially.
- Not allowing other pressures, including the financial interests of myself or others connected to me, to deter me from pursuing constituents' casework, the interests of the District Council or the good governance of the authority in a proper manner.
- Exercising independent judgement and not compromising my position by placing myself under obligations to outside individuals or organisations who might seek to influence the way I perform my duties as a member/co-opted member of this authority.
- Listening to the interests of all parties, including relevant advice from statutory and other professional officers, taking all relevant information into consideration, remaining objective and making decisions on merit.
- Being accountable for my decisions and co-operating when scrutinised internally and externally, including by local residents.
- Contributing to making this authority's decision-making processes as open and transparent as possible to enable residents to understand the reasoning behind those decisions and to be informed when holding me and other members to account but restricting access to information when the wider public interest or the law requires it.
- Respecting the confidentiality of information which I receive as a member in accordance with the District Council's Member/Employee Protocol.
- Behaving in accordance with all our legal obligations, with particular regard to the:
  - Data Protection Act 1998
  - Freedom of Information Act 2000
  - Bribery Act 2010
  - Equality Act 2010
- Having regard to the principles of the authority's policies, protocols and procedures, including on the use of the Authority's resources.
- Valuing my colleagues and staff and engaging with them in an appropriate manner and one that underpins the mutual respect between us that is essential to good local government.
- Always treating people with respect, including the organisations and public I engage with and those I work alongside.
- Providing leadership through behaving in accordance with these principles when championing the interests of the community with other organisations as well as within this authority.

## APPENDIX A

### DISCLOSABLE PECUNIARY INTERESTS

In accordance with Section 30(3) of the Act a pecuniary interest is a “disclosable pecuniary interest” in relation to a Member, if it is of a description specified below and either

- is an interest of the Member, or
- is an interest of
- the members spouse or civil partner
- a person with whom the member is living as husband and wife, or
- a person with whom the Member is living as if they were civil partners, and the Member is aware that the other person has the interest.

<b>Subject</b>	<b>Prescribed description</b>
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the member in carrying out duties as a member, or towards the election expenses of the member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992(a).
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority –  (a) under which goods or services are to be provided or works are to be executed; and  (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer
Corporate tenancies	Any tenancy where (to the Member’s knowledge) –  (a) the landlord is the relevant authority; and  (b) the tenant is a body in which the relevant person has a beneficial interest





## **BASLOW COMMUNITY ORCHARD GROUP**

### **ANNUAL GENERAL MEETING – 15<sup>th</sup> April 2015**

#### **Chairman's Report**

Baslow Community Orchard Group was set up in February 2013 to maintain the Baslow Jubilee Orchard established by the local Parish Council and to promote the orchard as an amenity for the village. It operates via an organising group from within its membership and through a dedicated website [www.baslow-orchard.org](http://www.baslow-orchard.org). In its second year, it has increased its subscribing membership to 26 with a wider email circulation list of over 70.

The Group continues its monthly work sessions to maintain the 40 trees planted in 2012 and 2013 and the 'story-circle' in the orchard. In the last 12 months, after overcoming initial objections from the County Council, we have planted 12 trees along Over Lane to provide a visual link to the main part of the village. We continued our participation in the national *It's Your Neighbourhood* scheme and were delighted to be awarded a level 4 (out of 5) rating, predominantly because of the strong community involvement in our work.

The highlight of the year was our second 'Apple Day' which was even more successful than in 2013 with tremendous support from the PTA, St Anne's primary school, the WI, Bakewell Scouts, the Baslow Belles and, once again, from Max Fischer who judged the competitions. We obtained further generous support from Councillor Mike Longden who, not only opened the event, but also obtained a grant to allow us to buy our own apple press. Another important achievement this year was that one of our members, Shelley Dale, won first prize in a Derbyshire Dales photographic competition, using the orchard as her subject. Well done to her and our gratitude for donating the prize money to the Group.

In 2014-15 we will continue our maintenance programme and look to complete the planting in the grass verge along Over Lane. We plan another Apple Day (October 10<sup>th</sup>) that should be even bigger and better and we hope to run a Christmas Quiz as part of Baslow's Christmas celebrations. The current financial position of the Group is healthy and can be maintained throughout 2015-16 if membership numbers do not fall. (Further details are given in the financial report).

The Group wishes to thank all members, village organisations and other individuals who continue to support us and who work to keep the orchard in shape. Our special thanks go to the Shirtcliffes, the Atkinsons, the Shaws, Angela Baird, Shelley Dale, the WI and the PTA who kindly sponsored the trees that have been planted on Over Lane. There is a growing feeling that the orchard is now a real community affair and an important asset to the village.

**David Dawson**

**Chairman**

## AGENDA

### PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action Required*

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 To note  
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.
3. Public speaking To note and action
  - 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.
4. To approve the Minutes of the Meeting held on 21<sup>st</sup> April 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):
  - Planning Agenda Item 7
  - Suggestions from residents Agenda Item 8
  - Playground and Burial Ground Agenda Item 9
  - Working Parties Agenda Item 10
7. Planning Applications Clerk  
New:
  - NP/DDD/0415/0344 - Gorse Hill, Gorse Bank Lane, Baslow – Proposed replacement dwelling
  - NP/DDD/0415/0372 – Chatsworth - Construction of bank stabilisation works at three locations along the river Derwent within Chatsworth ParkExisting:
  - 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 - Pending
  - NP/DDD/0415/0279 - Woodside Cottage, Nether End, Baslow - Domestic double garage (amended scheme siting) - Pending
  - NP/DDD/0315/0191 – Springwater, Bar Road, Baslow - Single storey porch
  - Bar House, Bar Road, Baslow - Extension to dwelling, side and rear elevations – Granted conditionally
  - Cupola Two, Sheffield Road, Baslow - Installation of new, self-contained septic tank to The Cupola Two - Refused
  - Rossett Green, Bar Road, Baslow - Proposed porch extension to front and w.c to side of property – Granted conditionally
  - Rutland Arms – Clerk contacted the planning officer and the application is being held whilst the developer decides on the next steps and so will not be going back to planning committee at this time.Enforcement:
  - Storage container in field
8. Suggestions from residents:
  - Defibrillator Donation – Order placed and will be delivered to the electrician who will then install Clerk
  - Traffic and parking concerns – Speed survey results from the Police - Nearly 60,000 vehicles were checked over a period of 7 days. The average speed was 31.2 mph To discuss

9. Playground and Burial Ground Inspections  
 ➤ Issues from latest inspections? To discuss
10. Working Party Updates:
- New Playground/Recreation Area – Sportsfest very positive To discuss
  - Communication – Website –
    - Profiles for Councillors Brown, Clark, Dalrymple Smith and Reid outstanding. To complete!
    - New website development To discuss
  - Community Orchard
  - Footpaths – Old Ford To approve
  - BEST
11. Finance and Administration including Working Party Update:
- Insurance – Expires 1<sup>st</sup> June and renewal quote £444.33 does cover Woodland Park but may need to review when new equipment is installed. There is an option to sign up for a 3 year long term agreement (with the option to extend for a further 2 years), this year's premium would be £397.87 To discuss  
To note
  - Accounts to 11<sup>th</sup> May 2015 – Appendix A To note
  - S137 Requests:
    - None To approve
  - New expenditure to approve:
    - Cheque 1217 – Clerk Pay and Expenses £470.40
    - Cheque 1218 – Ground Maintenance £82
    - Cheque 1219 – Village clock £325.20 (£54.20 VAT) To note
  - Expenditure to note:
    - None To note
  - New income to note:
    - Interest - £1.62 from savings account for March
    - Precept - £14,407
    - Burial ground - £400
12. Correspondence:
- Open Day to be held at Whitworth Hospital Darley Dale on Saturday, 20 June 2015 To discuss
  - Peak District Rural Housing Association 9<sup>th</sup> June from 12.30 to 2.30
13. Feedback from Meetings and Training:
- None
14. For information
- None
15. DALC To note
- Circular 13 2015 - GCG 4th Edition Addendum - New Documents, Finance & Audit, DALC Website - Governance & Accountability - Connecting Derbyshire - DDCVS Funding Talk - Holbrook PC Vacancy
  - Circular 12 - 2015 - Executive Committee Nominations
  - Circular 11 2015 - Inquorate Parish & Town Councils - CiLCA 2015 & CPD Points - General Power of Competence - Connecting Derbyshire - Training
16. Reading (circulated by email): All to be read
- NDVA Network newsletter - Derbyshire Dales Parish Councils
  - Media Releases from Derbyshire Dales District Council
  - 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

- 15<sup>th</sup> September 2015
- 16<sup>th</sup> June 2015
- 20<sup>th</sup> October 2015
- 21<sup>st</sup> July 2015
- 17<sup>th</sup> November 2015

# BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: [clerk.baslow.bubnell@googlemail.com](mailto:clerk.baslow.bubnell@googlemail.com)

Web: [www.baslowbubnell-pc.org/](http://www.baslowbubnell-pc.org/)

## MINUTES

### **For the meeting held on 21<sup>st</sup> April 2015 in The Methodist Hall, Baslow**

<b>Councillors present:</b>	Christopher Brown David Dalrymple-Smith Joanne Keen Malcolm Roper	Richard Clark David Dawson Sarah Reid Julia Warne	<b>Apologies:</b>	Cllr James PCSO Ian Phipps Cllr Kath Potter Cllr Mike Longden
<b>Others:</b>	Karl Holmes Sarah Porter		<b>Not present:</b>	

### PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action  
Required*

1. There were apologies for absence received from Cllr James, Cllr Mike Longden, Cllr Kath Potter and PCSO Ian Phipps. It was noted the Cllr James has resigned as a Councillor and she was thanked for her time as a Councillor.
2. There was one declaration of Members Interests from Cllr Roper regarding Item 7. He completed the declaration sheet and will not vote on this item.
3. There was Public speaking from:
  - Police –
    - PCSO Phipps had submitted the following report - For the Baslow/Bubnell area over the last month there have been 8 calls for service:
      - 1 Abandoned Call
      - 1 Suspicious Activity
      - 1 Non-dwelling Burglary
      - 2 Transport issues
      - 1 Anti-Social behaviour
      - 1 Possible Drunk Driver
      - 1 Domestic Incident
4. The Minutes of the Meeting held on 17<sup>th</sup> March 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):
  - Rutland Arms – the building has now been granted a listing as an Asset of Community Value which means that a change of use application will be required to change it from a pub to a convenience store. There is more detail on the planning application from Highways.
  - Planning was discussed under Item 7
  - Suggestions from residents were discussed under Item 8
  - Playground and Burial Ground were discussed under Item 9
  - Working Parties were discussed under item 10
7. Planning Applications

Clerk

New. These were discussed on block and no comments made on:

- NP/DDD/0415/0324 - 1 Cupola, Sheffield Road, Baslow – Install water treatment package
- NP/DDD/0415/0276 - Bubnell House, Bubnell Lane, Baslow - Demolition and replacement of chimney
- NP/DDD/0415/0279 - Woodside Cottage, Nether End, Baslow - Domestic double garage (amended scheme siting)
- NP/DDD/0315/0191 – Springwater, Bar Road, Baslow - Single storey porch

Existing:

- Bar House, Bar Road, Baslow - Extension to dwelling, side and rear elevations - pending
- 1 Cupola, Sheffield Road, Baslow - Replacement of existing septic tank with water treatment plant - withdrawn
- Cupola Two, Sheffield Road, Baslow - Installation of new, self-contained septic tank to The Cupola Two - pending
- Rossett Green, Bar Road, Baslow - Proposed porch extension to front and w.c to side of property - pending
- Hydro Cottage, Bar Road, Baslow - Replacement of existing single garage with a single

Chairman's Signature ..... Date.....

2 storey garage set in to the hillside to provide level access to the driveway and garage – accepted conditionally

- Lone Beech, Eaton Drive - proposed side extension to form additional ground and first floor accommodation including demolition of existing garage and formation of new single garage. – granted subject to conditions.
- Rutland Arms – Decision deferred.

Enforcement:

- Storage container in field – has not moved and is still on-going.

8. Suggestions from residents:

- Defibrillator Donation – 3 electricians have been contacted to quote for the installation work. The Clerk has received 2 quotes excluding VAT - £612.78 and £369.38. It was agreed to ask the cheaper contractor to undertake the work. Clerk
- Traffic and parking concerns – Cllr Dawson attended the presentation about the Hulland ward presentation. This is supported by the Police and County Council and it is unlikely anything else will get support until that trial is completed. It was suggested to ask for the outcome of the speed survey from the Police. PCSO Ian Phipps has invited Councillors to attend a Speed Watch course. Clerk All
- Drainage on Over Lane Baslow - this is being dealt with by the County Council. Another area of concern is the roundabout by Rowleys. On the graveyard corner there is quite a lot of standing water which need to keep an eye on.

9. Playground and Burial Ground Inspections

- Issues from latest inspections?
  - None from Burial Ground
  - Playground climbing frame one of the stakes has fallen off and the other is rotten. Cllr Roper will investigate and report back Clerk Roper
- Inspections next month - Cllr Dalrymple-Smith for Playground and Cllr Roper for Burial Ground Dalrymple-Smith & Cllr Roper

10. Working Party Updates:

- New Playground/Recreation Area – The working party met on 18<sup>th</sup> April and a suggested plan was presented by the landscape architect. The suggested plan is to have different zones then each zone can be looked at for equipment either bought or utilising material on site. The Working Party agreed the zoning although the equipment needs further discussion. It has been suggested by the solicitor to include a plan in the lease and so this plan could be submitted. The next step is to display the plan at Sportsfest and ask for comments and suggestions on equipment within the zoning. This will then feed into a plan to phase the work with costings attached. It was felt maintaining the woodland feel is important. The plan submitted was approved and the Clerk will take this forward with the lease and Chatsworth. Working Party Clerk
- Communication –
  - Website - Profiles for Councillors are still outstanding and picture of Cllr Keen has been received. Outstanding Cllrs
  - Discussion about putting out to tender to review the website and perhaps rebrand as Baslow.com. This was agreed and Clerk will develop with the Communication Working Group. Clerk
- Community Orchard
  - Dog signage – can be changed as not part of the Public Protection Order.
  - Annual Report will be included in the AGM
- Footpaths – Clerk has received the paperwork for the grant. Following a discussion it was agreed to include the surgery footpath hedge and sweeping, treating the vegetation on the edge of the Cavendish Hotel path. Clerk

11. Finance and Administration including Working Party Update:

- Insurance – Renewal reminder received. Expires 1<sup>st</sup> June and renewal quote £444.33. Clerk to check this is sufficient for new recreation area and ask for a quote if taken over 3 years. Clerk
- Accounts to 14<sup>th</sup> April 2015 – end of year as nothing to show for April!
- S137 Requests:
  - None
- New expenditure approved: Clerk
  - Cheque 1215 – Clerk Pay and Expenses £533.89
  - Cheque 1216 – Ground Maintenance £82 and £93 - £175
  - Cheque 1217 – HMRC £41.40
  - Cheque 1218 – Methodist Chapel £72
- Expenditure noted:
  - None
- New income noted:
  - Interest - £1.45

- Burial ground - £301
- Footpath grant - £385

12. Correspondence:

- Elections – 7 Councillors are standing again and so there are 3 vacancies. The Parish Council would like to thank all the Councillors who have stood down but especially Cllr Warne for her time as a Councillor over a number of years.

13. Feedback from Meetings and Training:

- None

14. For information

- Memorial Plaque approved on a bench in the Community Orchard via email
- Concern expressed about the gate and gate posts to the Old Ford – quote for repairs has been received from the existing Ground Maintenance contractor and Clerk to request another.

Clerk

15. DALC

- Circular 10 - Government Transparency Fund of £4.7m - My Community, free advice and grants - FREE Audit Briefing Session with Grant Thornton - Section 137 Expenditure Limit 2015 -16
- Circular 09 - Government Ombudsman to Larger Parish & Town Councils Consultation - Vacancies
- Circular 08 - Purdah Guidance - Changes to local audit and accountability - PC TC websites - Sustainable Communities Act Training - Spring Seminar reminder - Clerk Induction Training - Vacancies
- Circular 07 - Elections 2015 - Transparency Code - Spring Seminar Reminder - Automatic Enrolment Training

16. Reading (circulated by email):

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

17. No 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

- 19<sup>th</sup> May 2015
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- 21<sup>st</sup> July 2015
- 17<sup>th</sup> November 2015

BASLOW AND BUBNELL PARISH COUNCIL		Year to Date at 11.05.15			Full Year Projection			A - based on actual
RECEIPTS & PAYMENTS ACCOUNT 2015 - 2016		1						B - based on budget
Date	11th May 2015	Actual £	Budget £	Difference	Actual £	Budget £	Difference	E - based on extrapolation to y/e
Month	1	To Date	To Date	£	Projected	For Year	£	
<b>PAYMENTS</b>	<b>Administration</b>							
	Clerk's salary	541.40	462.00	(79.40)	5,544.00	B 5,544.00	0.00	Sal 40hrsx£10x12mths+w/ha£20*12+pension10%
	Clerk's expenses	27.89	33.33	5.44	400.00	B 400.00	0.00	
	Parish Mobile phone	6.00	2.17	(3.83)	26.00	B 26.00	0.00	2 months until cancelled
	Councillor's expenses (travel & sub - £10 / person)	0.00	8.33	8.33	100.00	B 100.00	0.00	
	Training	0.00	20.83	20.83	250.00	B 250.00	0.00	
	Audit fees	0.00	25.00	25.00	300.00	B 300.00	0.00	
	Room hire	72.00	29.17	(42.83)	350.00	B 350.00	0.00	£18 for Methodist Rooms. Plus village hall rental for consultations
	Subscription DALC + PPP Forum	0.00	29.17	29.17	350.00	B 350.00	0.00	
	Website maintenance	0.00	41.67	41.67	500.00	B 500.00	0.00	
	Insurance	0.00	62.50	62.50	750.00	B 750.00	0.00	
	Stationery, Printing and Adverts	0.00	53.00	53.00	636.00	B 636.00	0.00	
		647.29	767.17	119.88	9,206.00	B 9,206.00	0.00	
	<b>Burial Ground</b>							
	Maintenance	71.00	25.00	(46.00)	300.00	B 300.00	0.00	
	Rates inc. water	0.00	7.92	7.92	95.00	B 95.00	0.00	
	Refuse removal	0.00	8.33	8.33	100.00	B 100.00	0.00	
	Grass cut	0.00	55.00	55.00	660.00	B 660.00	0.00	
	Association of Burial Authorities subscription	0.00	5.83	5.83	70.00	B 70.00	0.00	
		71.00	102.08	31.08	1,225.00	B 1,225.00	0.00	
	<b>Amenity Area</b>							
	Grass cutting	72.00	83.33	11.33	1,000.00	B 1,000.00	0.00	
	Other Maintenance	0.00	0.00	0.00	0.00	B 0.00	0.00	
		72.00	83.33	11.33	1,000.00	B 1,000.00	0.00	
	<b>Old Ford</b>							
	Grass cutting	11.00	15.00	4.00	180.00	B 180.00	0.00	
		11.00	15.00	4.00	180.00	B 180.00	0.00	
	<b>Playground</b>							
	Grass Cutting	21.00	10.00	(11.00)	120.00	B 120.00	0.00	
	Safety Inspection	0.00	5.83	5.83	0.00	B 70.00	70.00	
	Maintenance	0.00	33.33	33.33	400.00	B 400.00	0.00	
		21.00	49.17	28.17	520.00	B 590.00	70.00	
	<b>Misc</b>							
	Village clock maintenance	0.00	16.67	16.67	116.67	B 200.00	83.33	
	Bench - maintenance	0.00	33.33	33.33	0.00	B 400.00	400.00	
	Grit Bins x 5 / 2 x fills	0.00	62.50	62.50	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	
		0.00	112.50	112.50	866.67	B 1,350.00	483.33	
	<b>S137 Grants</b>							
	S137 grants (incl Village Hall donations)	0.00	125.00	125.00	1,500.00	B 1,500.00	0.00	estimate (£1k sportsfield assoc ?)
		0.00	125.00	125.00	1,500.00	B 1,500.00	0.00	
	<b>WORKING PARTIES</b>							All WP Expend from Reserves
	<b>WP - New Playgound</b>	0.00	0.00	0.00	1,500.00	B 0.00	(1,500.00)	
	<b>WP - Emergency Planning</b>	0.00	0.00	0.00	0.00	B 0.00	0.00	
	<b>WP - Orchard</b>	0.00	0.00	0.00	0.00	B 0.00	0.00	
	<b>WP - Monuments</b>	0.00	0.00	0.00	0.00	B 0.00	0.00	
		0.00	0.00	0.00	1,500.00	B 0.00	(1,500.00)	
	<b>Total Payments</b>	822.29	1,254.25	431.96	15,997.67	B 15,051.00	(946.67)	
	VAT	0.00	0.00	0.00	0.00	B 0.00	0.00	
	<b>Total Payments after VAT</b>	822.29	1,254.25	431.96	15,997.67	B 15,051.00	(946.67)	
		<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>	<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>	
		<b>To Date</b>	<b>To Date</b>	<b>£</b>	<b>Projected</b>	<b>For Year</b>	<b>£</b>	
	<b>RECEIPTS</b>							
	Bank Interest	1.45	0.00	1.45	0.00	B 0.00	0.00	
	Council Tax Grant	257.00	42.92	214.08	515.00	B 515.00	0.00	
	DDCC Reimbursements	0.00	83.25	(83.25)	999.00	B 999.00	0.00	
	DCC Footpath Grant (Right of way Grant)	0.00	32.08	(32.08)	385.00	B 385.00	0.00	
	Burial Ground	0.00	0.00	0.00	1,111.00	B 0.00	1,111.00	
	Donations	0.00	0.00	0.00	0.00	B 0.00	0.00	
	Vat	0.00	0.00	0.00	0.00	B 0.00	0.00	
	<b>Total Receipts before precept</b>	258.45	158.25	100.20	3,010.00	B 1,899.00	1,111.00	
	Precept	14,150.00	1,180.50	12,969.50	14,166.00	B 14,166.00	0.00	
	<b>TOTAL RECEIPTS including PRECEPT</b>	14,408.45	1,338.75	13,069.70	17,176.00	B 16,065.00	1,111.00	
	<b>PROFIT / (LOSS) for year to 31st March 2015</b>	13,586.16	84.50	13,501.66	1,178.33	B 1,014.00	164.33	
	<b>Cumulative Bank Balances as at 1st April 2014</b>				67,659.11			
	Forecast surplus in year				1,178.33			
	<b>Forecast Cumulative Bank Balances as at 31st March 2015</b>				68,837.44			