

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

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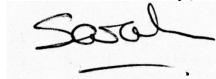
14th April 2015

Dear Councillor,

You are summoned to attend the ordinary meeting of Baslow and Bubnell Parish Council on **21st April 2015 after the Parish Meeting 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

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 17 th March 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">• Rutland Arms• Planning• Suggestions from residents• Playground and Burial Ground• Working Parties | Update
Agenda Item 7
Agenda Item 8
Agenda Item 9
Agenda Item 10 |
| 7. Planning Applications
New: <ul style="list-style-type: none">• 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: <ul style="list-style-type: none">• 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 | Clerk |

- 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 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
8. Suggestions from residents:
- Defibrillator Donation – Update on purchasing and installation. Electrician contacted for a quote Clerk
To discuss
 - Traffic and parking concerns To discuss
 - Drainage on Over Lane Baslow
9. Playground and Burial Ground Inspections To discuss
- Issues from latest inspections?
10. Working Party Updates:
- New Playground/Recreation Area – Meeting of working parties on 18th April To discuss
 - Communication – To complete!
 - Website - Profiles for Councillors and picture of Cllr Keen.
 - Community Orchard To discuss
 - Dog signage
 - BEST
11. Finance and Administration including Working Party Update:
- Insurance – Renewal reminder received. Expires 1st June and renewal quote £444.33 but need to check this is sufficient for new recreation area To discuss
 - Accounts to 14th April 2015 – Appendix A – end of year as nothing to show for April! To note
 - S137 Requests: To note
 - None
 - New expenditure to approve: To approve
 - Cheque 1214 – Clerk Pay and Expenses £533.89
 - Cheque 1215 – Ground Maintenance £82
 - Cheque 1216 – HMRC £41.40
 - Expenditure to note: To note
 - None
 - New income to note: To note
 - Interest - £1.45
 - Burial ground - £301
 - Footpath grant - £385
12. Correspondence: To discuss
- Elections
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 requested
15. DALC To note
- 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): 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

- 19th May 2015
- 16th June 2015
- 21st July 2015
- 15th September 2015
- 20th October 2015
- 17th November 2015

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MINUTES

For the meeting held on 17th March 2015 in The Methodist Hall, Baslow

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

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. There were apologies for absence received from Cllr Dawson, Cllr Reid, Cllr James and Cllr Longden.
2. There were no declaration of Members Interests including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
3. There was Public speaking from:
 - Cllr Potter:
 - Rutland Arms Planning Committee - Speakers did well on Friday and only 1 person repeated something said before. The decision was deferred for a number of reasons (Highway issues, Impact on conservation assets and Noise impacts). Cllr Potter summarised the meeting. She hoped it will be considered at the Planning Committee on 17th April.
 - Complaints about dog fouling on the Monsal and Tissington Trails. She has written to the Chief Executive of Peak Park.
 - Police –
 - Ian Phipps introduced himself as the PCSO for the area.
 - Over the last month there have been 12 calls for service as follows:
 - Parking – 2
 - Road traffic Accident (RTC) – 1
 - Animals on Road – 1
 - Other Traffic Issues – 3
 - Report of Violence – 1
 - Concern for Safety – 2
 - Abandoned Call – 1
 - Audible Alarm – 1
 - Clerk reported the theft of roses from a grave.
 - He has visited Baslow School to talk about stranger danger and is going back to talk about road safety and taking the police car too!
 - He has made contact with Baslow Sportsfield to use their pavilion for talks.
 - Community Speed Watch (CSW) Training on 27th and 28th April 2015
 - Neighbourhood Watch is not a Police run scheme but they can support.
 - Calls about intelligence are very helpful.
4. The Minutes of the Meeting held on 17th February were approved subject to the date at the top being amended.
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 Proposal was discussed under public speaking and planning
 - Land at Eaton Hill – Owner is away until the end of March
 - Grass Cutting Contract was discussed under Item 11
 - Planning was discussed under Item 7
 - Suggestions from residents was discussed under Item 8
 - Playground and Burial Ground inspections and update on work was discussed under Item 9
 - Working Parties was discussed under Item 10
 - S137 grant – BST has been informed
7. Planning Applications
New:

Clerk

Chairman's Signature Date.....

- Bar House, Bar Road, Baslow - Extension to dwelling, side and rear elevations – After a discussion there was no comment on the proposal but concern was raised about the construction traffic and how it would manoeuvre.
- 1 Cupola, Sheffield Road, Baslow - Replacement of existing septic tank with water treatment plant – No comment
- Cupola Two, Sheffield Road, Baslow - Installation of new, self-contained septic tank to The Cupola Two – No comment
- Rossett Green, Bar Road, Baslow - Proposed porch extension to front and w.c to side of property – No comment
- Hydro Cottage, Bar Road, Baslow - Replacement of existing single garage with a single 2 storey garage set in to the hillside to provide level access to the driveway and garage – No comment

Existing:

- 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. – Copy of objection letter from neighbours received.
- Rutland Arms – Letter of objection sent.

Enforcement:

- Storage container in field

8. Suggestions from residents:

- Defibrillator Donation – Update on purchasing and installation. Electrician contacted for a quote. Maintenance will be confirmed. Clerk
- Traffic and parking concerns – Cllr Dawson at the Hulland Ward Speed Awareness report and there is now a speed survey machine in the village. Police were also stopping cars last week for spot checks. Parking by the Devonshire Arms is an issue again. Clerk
- Drainage on Over Lane, Baslow – This was noted.

9. Playground and Burial Ground Inspections

- Issues from latest inspections? Cllr Roper and Cllr Keen will continue next month
- £100 received for the purchase of a cremation plot for Mr Sheldon and £101 for erection of a headstone for Tom Grounell
- Request for a plot - Clerk explained she has been approached for a plot. The vicar is willing to undertake the service if the Council will provide a plot. The person has not lived in Baslow and there is not a strong link other than he was married at Baslow and his son baptised at the same time about 16 years ago – After a discussion it was agreed to say no as this would set a precedent for others. Clerk

10. Working Party Updates:

- New Playground/Recreation Area –
 - Working Party has been set for Saturday 28th March to start clearing the site and there will be a chipper and a skip. A request was made to agree to allow for some funds to be spent for this event. This was approved. All
 - A suggested name is Baslow Woodland Park
 - A letter has been received from the solicitor regarding the lease.
 - The next working party committee meeting will be mid-April.
- Communication –
 - Website - Profiles for Councillors (Received 3) and pictures of Cllr James and Cllr Keen. All bar 3
 - Parish Meeting – It was agreed to hold this on 21st April at the Methodist Church. Clerk will advertise and invite last year's attendees. Clerk
- Community Orchard – working party on Saturday. There was a discussion about dogs on leads being allowed. It was agreed to email the public signage. Clerk
- BEST
 - Grit article in April's magazine. Suggest repeat in October? Clerk
 - Flood Risk Management Consultation was noted and not really relevant to Baslow. Clerk

11. Finance and Administration including Working Party Update:

- Grounds Maintenance Contract – met contractor and ready to start.
- Clerk Pension – Parish Council must comply by 1st July 2016. Some workshops and a course to assist. Free workshop 5th June then need to look at options. Clerk
- Audit – Return by 8th June and so appoint internal auditor. Clerk
- Accounts to 6th February 2015 were approved
- S137 Requests:
 - None Clerk
- New expenditure approved:
 - Cheque 1210 – Clerk Pay and Expenses £947.84
 - Cheque 1211 – Village Hall Hire £32

- Cheque 1212 – Severn Trent Water £47.60 (Total bill £95.18 with £47.58 due in September)
- Cheque 1213 – DALC Subs. There are 2 options - £393.67 which includes training which should be utilised.
- Cheque 1214 – Peak Park Parishes Forum subs £24
- Expenditure noted:
 - None
- New income noted:
 - Interest - £1.55
 - Burial Ground - £201

12. Correspondence:

- Election – Clerk will confirm date at Bakewell 10am-4pm.
- Peak District National Park Authority Parish Ballot 2015 was noted
- Northern and TransPennine Express Rail Franchise Consultation – No comments
- Invitation to the Civic Chairman’s Charity Dinner on 17th April 2015 – No one can attend.

13. Feedback from Meetings and Training:

- None

14. For information

- None

15. DALC

- Circular 06-2015 - Spring Seminar change of venue - Legal Topic Note 5 - Grant Thornton free seminar - No referendums relating to council tax - Automatic Enrolment Training Course - Vacancies
- Circular 05-2015 – Subscription rates and training
- Circular 04-2015 - Internal Audit and attached Check List - Elections 2015, get it right - Vacancies

16. Reading (circulated by email):

- 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. There was 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

- | | | | |
|------------------------------|-----------------------------------|---------------------------------|----------------------------------|
| • 21 st July 2015 | • 21 st April 2015 | • 19 th May 2015 | • 16 th June 2015 |
| | • 15 th September 2015 | • 20 th October 2015 | • 17 th November 2015 |

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
PAYMENTS	Administration							
	Clerk's salary	5,283.22	5,544.00	260.78	5,544.00	B 5,544.00	0.00	Sal 40hrsx£10x12mths+wpha£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	
	Burial Ground							
	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	
	Amenity Area							
	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	
	Old Ford							
	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	
	Playground							
	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	
	Misc							
	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)	
	S137 Grants							
	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	
	WORKING PARTIES							
	WP - New Playgound	0.00	0.00	0.00	1,500.00	B 0.00	(1,500.00)	All WP Expend from Reserves
	WP - Emergency Planning	19.14	0.00	(19.14)	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	
		19.14	0.00	(19.14)	1,500.00	B 0.00	(1,500.00)	
	Total Payments	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	
	Total Payments after VAT	13,645.71	15,051.00	1,405.29	16,932.67	B 15,051.00	(1,881.67)	
		Actual £	Budget £	Difference	Actual £	Budget £	Difference	
		To Date	To Date	£	Projected	For Year	£	
	RECEIPTS							
	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	
	DDDC 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	
	Total Receipts before precept	8,596.94	1,899.00	6,697.94	3,010.00	B 1,899.00	1,111.00	
	Precept	14,150.00	14,166.00	(16.00)	14,166.00	B 14,166.00	0.00	
	TOTAL RECEIPTS including PRECEPT	22,746.94	16,065.00	6,681.94	17,176.00	B 16,065.00	1,111.00	
	PROFIT / (LOSS) for year to 31st March 2015	9,101.23	1,014.00	8,087.23	243.33	B 1,014.00	-770.67	
	Cumulative Bank Balances as at 1st April 2014				58,127.21			
	Forecast surplus in year				243.33			
	Forecast Cumulative Bank Balances as at 31st March 2015				58,370.54			