

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: clerk.baslow.bubnell@googlemail.com

Web: www.baslowvillage.com

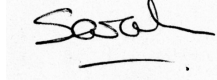
8th May 2018

Dear Councillor,

You are summoned to attend the annual general and ordinary meeting of Baslow and Bubnell Parish Council on **15th May 2018 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 – Cllr Alan Edwards, Cllr Jonathan Holsgrove and Cllr Roper	To note
4.	To confirm the Minutes of the Annual General Meeting held on 17 th May 2017	Approval
5.	Annual Audit Return	Approval
6.	Accounts for the year 2017-2018– Appendix 1	Approval
7.	Appointments to outside bodies: <ul style="list-style-type: none">• Baslow Sportsfield – Cllr Alan Edwards• Baslow Charity – Cllr Richard Clark and Cllr David Dawson• Festivals Group – Cllr Jane Buckham• Village Hall Committee – Cllr Richard Clark• Peak District Housing Association – Cllr Malcolm Roper• Orchard Group – Cllr David Dawson	Approval
8.	Code of Conduct	Approval
9.	Register of Interest Forms	To complete
10.	Reports from Committees: <ul style="list-style-type: none">• Orchard Group AGM – Part of Parish Meeting• Sports Field AGM• Village Hall AGM	
11.	AGM Closed move on to Council meeting	

DATE OF NEXT AGM

- Tuesday 21st May 2019

Held at 7.30pm in the Methodist Hall, Baslow

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

BASLOW AND BUBNELL PARISH COUNCIL

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AGM MINUTES

For the meeting held on 17th May 2016 in The Methodist Hall, Baslow

Councillors present:	Christopher Brown Jane Buckham Joanne Keen	Richard Clark David Dalrymple-Smith David Dawson Malcolm Roper	Apologies:	Cllr Alan Edwards Cllr David Dawson Cllr Jason Atkin PCSO Ian Phipps
Others:	Cllr Kath Potter (Peak Park) Cllr Susan Hobson (DDDC) Jonathan Holsgrove Sarah Porter		Not present:	

Action

1. Election of Chairman – Cllr Keen nominated Cllr Brown, seconded by Cllr Roper. Unanimously approved.
2. Election of Vice-Chairman – Cllr Clarke nominated Cllr Dawson, seconded by Cllr Roper. Unanimously approved.
3. Apologies for absence – Cllr Alan Edwards, Cllr David Dawson, Cllr Jason Atkin and PCSO Ian Phipps.
4. The Minutes of the Annual General Meeting held on 17th May 2016 were approved
5. Accounts for the year 2016-2017 were approved. The Council noted these had been passed by the Internal Auditor. There was a query over 40p change from the previous minutes.

		RBS	RBS	HSBC	Summary
		Current	Reserve	Community	
		£	£	£	£
Cash Book :	Bal b/fwd current A/C 1st April 2016	500.00	28,807.38	30,331.20	59,638.58
	plus : receipts	23,648.47	14.97		23,663.44
	less : payments	-16,722.80			-16,722.80
	unpresented items				0.00
	transferred to reserve	-6,925.37	6,925.37		0.00
		500.00	35,748.02	30,331.20	66,579.22
	Unpresented chqs				0.00
	Unpresented receipts				0.00
	Balance	500.00	35,748.02	30,331.20	66,579.22
Bank :	Current A/C - 08/04/17	500.00			500.00
	Deposit A/C - 08/04/17	0.00	35,748.02	30,331.20	66,079.22
					0.00
	Balance at bank	500.00	35,748.02	30,331.20	66,579.22

6. Annual audit return and risk assessment were approved
7. Appointments to outside bodies were approved:
 - Baslow Sportsfield – Cllr Alan Edwards

- Baslow Charity – Cllr Richard Clark and Cllr David Dawson
- Festivals Group – Cllr Jane Buckham
- Village Hall Committee – Cllr Richard Clark
- Peak District Housing Association – Cllr Malcolm Roper
- Orchard Group – Cllr David Dawson

8. Code of Conduct was approved

9. Register of Interest Forms have mostly been completed and passed to Clerk.

Clerk

10. Reports from Committees:

- Orchard Group AGM – This has come to a previous ordinary meeting. Agreed to ask for the minutes to be circulated.
- Sports Field AGM – There was a suggestion the Council requests a copy of the finances. It was agreed to request a copy of the AGM minutes.
- Village Hall AGM – This is the beginning June and so minutes will be circulated after this.

11. AGM Closed moved on to Council meeting

DATE OF NEXT AGM - Tuesday 15th May 2018 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 10th April 2018

	RBS Current £	RBS Reserve £	HSBC Community £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2017	500.00	35,748.02	30,331.20	66,579.22	
plus : receipts	50,811.04	17.55		50,828.59	
less : payments	-16,210.13		-30,331.20	-46,541.33	
unpresented items				0.00	
transferred to reserve a/c	-34,600.91	34,600.91		0.00	
	<u>500.00</u>	<u>70,366.48</u>	<u>0.00</u>	<u>70,866.48</u>	0.00
Unpresented chqs		318.79		318.79	
Unpresented receipts				0.00	
Balance	<u>500.00</u>	<u>70,685.27</u>	<u>0.00</u>	<u>71,185.27</u>	
Bank : Current A/C - 06/04/18	500.00			500.00	
Deposit A/C - 06/04/18	0.00	70,685.27	0.00	70,685.27	
				0.00	
Balance at bank	<u>500.00</u>	<u>70,685.27</u>	<u>0.00</u>	<u>71,185.27</u>	
difference	0.00	0.00	0.00	0.00	
Signed by Responsible Finance Officer			Date		
Signed by Chairman			Date		

RESERVES		RBS Current £	RBS Reserve £	HSBC High Interest £	Total £	
Current Bank Balance as per cashbook and bank statements Start of Year		500.00	35,748.02	30,331.20	66,579.22	-4,606.05
*	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		-13,048.02
*	total amount for play area					40,331.20

Monthly Budget Monitoring

BASLOW AND BUBNELL PARISH COUNCIL		Year to Date at 10.04.18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2017 - 2018		12					
Date	10th April 2018	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	12	To Date	To Date	£	Projected	For Year	£
PAYMENTS							
Administration							
Clerk's salary		5,210.16	5,808.00	597.84	5,808.00	B 5,808.00	0.00
Clerk's expenses		247.94	340.00	92.06	340.00	B 340.00	0.00
Parish Mobile phone		72.00	36.00	(36.00)	36.00	B 36.00	0.00
Councillor's expenses (travel & sub - £10 / person)		0.00	100.00	100.00	100.00	B 100.00	0.00
Training		120.00	250.00	130.00	250.00	B 250.00	0.00
Audit fees		176.80	300.00	123.20	300.00	B 300.00	0.00
Room hire		276.00	350.00	74.00	350.00	B 350.00	0.00
Subscription DALC + PPP Forum		392.79	125.00	(267.79)	125.00	B 125.00	0.00
Website maintenance		554.98	500.00	(54.98)	500.00	B 500.00	0.00
Insurance		425.62	500.00	74.38	500.00	B 500.00	0.00
Stationery, Printing and Adverts		119.41	100.00	(19.41)	100.00	B 100.00	0.00
		7,595.70	8,409.00	813.30	8,409.00	B 8,409.00	0.00
Burial Ground							
Maintenance		170.00	300.00	130.00	300.00	B 300.00	0.00
Rates inc. water		28.84	150.00	121.16	150.00	B 150.00	0.00
Refuse removal		0.00	100.00	100.00	100.00	B 100.00	0.00
Grass cut		975.00	1,125.00	150.00	1,125.00	B 1,125.00	0.00
		1,173.84	1,675.00	501.16	1,675.00	B 1,675.00	0.00
Amenity Area							
Grass cutting		1,239.52	1,325.00	85.48	1,325.00	B 1,325.00	0.00
Other Maintenance		0.00	0.00	0.00	0.00	B 0.00	0.00
		1,239.52	1,325.00	85.48	1,325.00	B 1,325.00	0.00
Old Ford							
Grass cutting		140.00	140.00	0.00	140.00	B 140.00	0.00
		140.00	140.00	0.00	140.00	B 140.00	0.00
Playground and Woodland							
Grass Cutting		349.50	349.50	0.00	349.50	B 349.50	0.00
Safety Inspection		108.50	150.00	41.50	150.00	B 150.00	0.00
Playground Maintenance		0.00	500.00	500.00	500.00	B 500.00	0.00
Woodland Maintenance		225.00	500.00	275.00	500.00	B 500.00	0.00
Woodland Spraying		0.00	175.00	175.00	175.00	B 175.00	0.00
		683.00	1,674.50	991.50	1,674.50	B 1,674.50	0.00
Misc							
Village clock maintenance		205.00	200.00	(5.00)	200.00	B 200.00	0.00
Bench - maintenance		2,311.50	1,000.00	(1,311.50)	1,000.00	B 1,000.00	0.00
Grit Bins x 5 / 2 x fills		0.00	375.00	375.00	375.00	B 375.00	0.00
Grit - store for paths/roads		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		720.50	320.00	(400.50)	320.00	B 320.00	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
		3,237.00	1,895.00	(1,342.00)	1,895.00	B 1,895.00	0.00
S137 Grants							
S137 grants (incl Village Hall donations)		250.00	1,500.00	1,250.00	1,500.00	B 1,500.00	0.00
		250.00	1,500.00	1,250.00	1,500.00	B 1,500.00	0.00
WORKING PARTIES							
						All WP Expend from Reserves	
WP - New Playground		1,194.67	40,000.00	38,805.33	40,000.00	B 40,000.00	0.00
WP - Emergency Planning		0.00	0.00	0.00	0.00	B 0.00	0.00
WP - Orchard		0.00	0.00	0.00	0.00	B 0.00	0.00
WP - Communication		0.00	0.00	0.00	0.00	B 0.00	0.00
		1,194.67	40,000.00	38,805.33	40,000.00	B 40,000.00	0.00
Total Payments							
		15,513.73	56,618.50	41,104.77	56,618.50	B 56,618.50	0.00
VAT		696.40	0.00	(696.40)	0.00	B 0.00	0.00
Total Payments after VAT							
		16,210.13	56,618.50	40,408.37	56,618.50	B 56,618.50	0.00
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
RECEIPTS							
Bank Interest		30,401.55	15.00	30,386.55	15.00	B 15.00	0.00
Council Tax Grant		0.00	0.00	0.00	0.00	A 0.00	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		2,355.00	0.00	2,355.00	0.00	B 0.00	0.00
Website		160.00	160.00	0.00	160.00	B 160.00	0.00
Donations		934.00	0.00	934.00	0.00	B 0.00	0.00
Vat		875.04	0.00	875.04	0.00	B 0.00	0.00
Total Receipts before precept							
		36,109.59	1,559.00	34,550.59	1,559.00	B 1,559.00	0.00
Precept		14,719.00	14,719.00	0.00	14,719.00	A 14,719.00	0.00
TOTAL RECEIPTS Including PRECEPT							
		50,828.59	16,278.00	34,550.59	16,278.00	B 16,278.00	0.00
PROFIT / (LOSS) for year to 31st March 2018							
		34,618.46	-40,340.50	74,958.96	-40,340.50	B -40,340.50	0.00
Cumulative Bank Balances as at 1st April 2017							
					66,579.22		
Forecast surplus in year							
					-40,340.50		
Forecast Cumulative Bank Balances as at 31st March 2018							
					26,238.72		

Receipts

BASLOW AND BUBNELL PARISH COUNCIL

	Totals	14,719.00	0.00	30,384.00	17.55	999.00	385.00	2,355.00	160.00	934.00	875.04	50,828.59
RECEIPTS 2017 - 2018	Budget	14,719.00	0.00	0.00	15.00	999.00	385.00	0.00	160.00	0.00	0.00	16,278.00

Date	Received from	Payment	Cleared account	Precept	Grant	Current Account Interest	Deposit Account Interest	DDC Reimburse	DCC Footpath	Burial Ground	Website Income	Donations Grants	VAT	TOTAL
20/04/2017	VAT	BACS	24/04/2017										875.04	875.04
20/04/2017	Mandale Memorial	Cheque	19/05/2017							35.00				35.00
25/04/2017	Granart Memorial	Cheque	19/05/2017							110.00				110.00
02/05/2017	Tryumph	BACS	03/05/2017								20.00			20.00
24/04/2017	DDDC	BACS	28/04/2017	14,719.00										14,719.00
04/05/2017	Baslow Hall	BACS	04/05/2017								40.00			40.00
28/04/2017	RBS	RBS	28/04/2017				0.28							0.28
30/05/2017	Baslow Pottery	Cheque	01/06/2017								20.00			20.00
31/05/2017	RBS	RBS	31/05/2017				0.46							0.46
24/06/2017	Mettams	Cheque	29/06/2017							400.00				400.00
04/07/2017	Mettams	Cheque	17/07/2017							35.00				35.00
30/06/2017	RBS	RBS	30/06/2017				0.40							0.40
27/06/2017	Hulleys	BACS	27/06/2017								20.00			20.00
29/06/2017	David Upton	BACS	29/06/2017								20.00			20.00
04/07/2017	Rowleys	BACS	04/07/2017								40.00			40.00
31/07/2017	RBS	RBS	31/07/2017				0.41							0.41
15/08/2017	From HSBC	BACS	15/08/2017			30,331.20								30,331.20
07/09/2017	Thomas Greatorex	Cheque	08/09/2017							110.00				110.00
07/09/2017	Hopkinson Memorial	Cheque	08/09/2017							45.00				45.00
31/08/2017	RBS	BACS	31/08/2017				0.48							0.48
07/10/2017	RW Percival - 2	Cheque	01/11/2017							110.00				110.00
29/09/2017	RBS	RBS	29/09/2017				0.61							0.61
09/10/2017	Mettams	Cheque	01/11/2017							500.00				500.00
10/10/2017	P Hannah	BACS	24/10/2017									484.00		484.00
31/10/2017	RBS	RBS	31/10/2017				0.66							0.66
23/11/2017	Mettams	Cheque	14/12/2017							600.00				600.00
04/12/2017	RBS	RBS	04/12/2017			52.80								52.80
30/11/2017	RBS	RBS	30/11/2017				2.55							2.55
12/12/2017	DDDC	BACS	14/12/2017					999.00						999.00
03/01/2018	Hattersley	Cheque	03/01/2018							200.00				200.00
08/01/2018	Percivals	Cheque	17/01/2018							110.00				110.00
29/12/2017	RBS	RBS	29/12/2017				2.85							2.85
29/01/2018	DCC	BACS	31/01/2018						385.00					385.00
31/01/2018	RBS	RBS	31/01/2018				3.27							3.27
13/02/2018	P Hannah	BACS	13/02/2018									450.00		450.00
28/02/2018	RBS	RBS	28/02/2018				2.75							2.75
23/03/2018	Mettams	BACS	29/03/2018							100.00				100.00
29/03/2018	RBS	RBS	29/03/2018				2.83							2.83
				14,719.00	0.00	30,384.00	17.55	999.00	385.00	2,355.00	160.00	934.00	875.04	50,828.59

BASLOW AND BUBNELL PARISH COUNCIL

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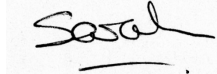
8th May 2018

Dear Councillor,

You are summoned to attend the ordinary meeting of Baslow and Bubnell Parish Council on **15th May 2018 after the Annual General Meeting in 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

Report / Action Required

1. Apologies for absence – Cllr Alan Edwards, Cllr Jonathan Holsgrove and Cllr Malcolm Roper 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 17th April 2018 To approve
5. To determine which items if any 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: -
Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item
Item no y. This item title will then be the item to be discussed with press and public excluded”
6. Matters Arising (actions from previous meetings to note – non decision making):
 - 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 To discuss

Potential – Hotel extension To discuss

New:

 - NP/DDD/0418/0332 - Ridge House, Eaton Hill, Baslow - Demolition of existing side extension and front porch, construction of new side extension and front porch and internal reconfiguration.
 - NP/DDD/0418/0295 - 2 Corner Cottage, School Lane, Baslow - Listed Building consent - Minor internal alterations to previous listed building consent (NP/DDD/1015/1018).

Existing:

 - NP/DDD/0318/0263 - Bar Lodge, Bar Road, Baslow - Proposed alterations to the existing garage and associated works - pending To note
 - NP/DDD/0318/0259 - 12 Gorse Ridge Drive, Baslow - Single storey side and rear extensions - pending
 - NP/DDD/0218/0154 - Greystones Cottage, Gorse Bank Lane, Baslow - Listed Building consent - Replace 7 decaying windows with glazed windows – Granted conditionally
 - NP/DDD/0218/0148 - Howard Cottage, Eaton Hill, Baslow - Alteration and extensions to existing dwelling house – Granted conditionally
 - NP/DDD/0218/0129 - Charnwood, Eaton Drive, Baslow - Proposed replacement

- extension to dwelling - pending
 - NP/DDD/0118/0053 - Cupola Cottage, Sheffield Road, Baslow - Retrospective application for installation of package treatment plant - pending
 - NP/DDD/0117/0012 - 3 Wheatlands Lane, Baslow - Pedestrian/vehicular access and driveway - pending
8. Suggestions or issues from residents:
- Village sign on village green – waiting a response from Derbyshire County Council – Clerk has chased a number of times To note
 - Rutland Arms To discuss
 - Roadside advertisement boards in Baslow – article placed in Parish Magazine for June To note
 - Road Issues: To discuss
 - Caravan Club – DCC suggests talking to the Caravan Club. Clerk has rung and left a message
 - Speeding
 - Mini Roundabout – DDDC have placed the pollarding of the tree on to their work programme
9. Inspections
- Issues from latest inspections?
 - Burial Ground Cllr Roper
Clerk
Cllr Dalrymple-Smith
 - Burial Ground Regulations review – Appendix A
 - Playground
10. Working Party and General Updates:
- Crime data update – March 2018 – 8 crimes in the neighbourhood. 3 crimes in Baslow. To note
 - Annual Parish Meeting feedback: To discuss
 - Dressing empty shop windows
 - Walking guides
 - Old Ford and Church End improvements and tidying
 - Heritage display in bus shelter
 - Event area on Village Green including TV
 - Improvements to the Sports Field
 - Heritage Centre
 - Litter Pick – 27th April 2018 – 3 undertook this To discuss
 - Grit – Need to fill bins but need a trailer! To note
 - Footpaths:
 - Path 23 – Cavendish Hotel – improvements needed? To discuss
 - Stile repaired at the Robin Hood path 17 To note
 - New Playground/Recreation Area Update
 - Quote
11. Finance and Administration including Working Party Update:
- GDPR To discuss
 - Accounts to ?? May 2018 – Appendix A To note
 - Clerk Pay Award – Nationally Clerks have received a pay increase. In the Clerk’s other Parishes she has moved to spinal point 24 and pay £11.643 per hour To discuss
 - S137 Requests To approve
 - Big Lunch at Methodist Chapel - £200
 - New expenditure to approve: To approve
 - Cheque 1391 – Clerk Pay and Expenses - £546.92
 - Cheque 1392 – Ground maintenance – to be advised at the meeting
 - Cheque 1393 – Defib pads - £107.92 (VAT £17.97)
 - Cheque 1394 – Dalc Training - £45
 - Cheque 1395 – Insurance - £429.65
 - Expenditure to note - None To note
 - New income to note: To note
 - Precept - £14,719
 - Burial Ground - £600
12. Correspondence
- The Off-Street Parking Places (Amendment No. 4) Order 2018 (“Amendment No. 4 Order”) To note
 - Derbyshire Lamp Post Poppy Campaign 2018 To attend?
13. Feedback from Meetings and Training To note
- GDPR Training – Discussed under finance
14. For information To note
- Temporary Road Closure - Baslow Big Lunch Street Party
 - Bubnell Farm – asked to put an update in the Parish Magazine
15. DALC Circulars (all circulated by email): To note
- Circular 6 - 2018 - External Audit News - Neighbourhood Planning Grant - Section 137

allowance - GDPR update & training - Updated Standing Orders & LTN - Free Webinar -
Project Man. Training - Councillor Essentials Training

16. Reading (circulated by email):

All to be read

- Parishes Planning Bulletin
- Peak District News and Views
- Media Releases from Derbyshire Dales District Council
- Parishes Planning Bulletin
- District Council Area Community Forums Notes
- Rural Matters Newsletter
- Rural Services Network Bulletins
- Rural Opportunities Newsletter
- Weekly Rural News Digest
- Rural Opportunities Bulletins and Press releases - Rural Services Network
- Police Alerts and newsletters
- Neighbourhood Watch alerts

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

- 19th June 2018
- 17th July 2018
- 16th October 2018
- 18th September 2018
- 20th November 2018

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: clerk.baslow.bubnell@googlemail.com

Web: www.baslowvillage.com

MINUTES

For the meeting held on 17th April 2018 in The Methodist Hall, Baslow

Councillors present:	Cllr Christopher Brown Richard Clark David Dalrymple-Smith Alan Edwards Jonathan Holsgrove	Malcolm Roper Tim Tucker	Apologies:	Cllr Samantha McHattie Cllr Jane Buckham Cllr David Dawson Cllr Susan Hobson (DDDC) Cllr Jason Atkin (DCC) PCSO Ian Phipps
Others:	Jon and Jayne Rawlinson Cllr Kath Potter (Peak Park)	Sarah Porter		

*Report / Action
Required*

1. There were apologies for absence received from Cllr Samantha McHattie, Cllr Jane Buckham, Cllr David Dawson, Cllr Susan Hobson, Cllr Jason Atkin and PCSO Ian Phipps.
2. There were no declaration of Members Interests.
3. Public speaking
 - Cllr Kath Potter – is delighted to announce 30 new affordable houses are being built in Bakewell
 - Jon and Jayne Rawlinson - Update on the Neighbourhood Watch Scheme
 - 950 members on the Facebook page which has been widened to cover the Peak District.
 - All households have received a Neighbourhood Watch Welcome Pack and bin sticker.
 - The email group works well.
 - The Neighbourhood Watch Team are currently looking at the possibility of CCTV in the village. 5 cameras would be needed. There is 1 ANPR one on the main road and the others would not be ANPR permanently but have the ability to be. The quote for this is £50,000 with a maintenance contract for 5 years. Cllr Dalrymple-Smith said this had been looked at by the Parish Council a number of years ago and dismissed due to the cost and maintenance elements.
4. The Minutes of the Meeting held on 20th March 2018 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 to note – non decision making):
 - 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
 - Review of public conveniences – Clerk emailed DDDC with the Parish Council's support
7. Planning Applications
New:
 - NP/DDD/0318/0263 - Bar Lodge, Bar Road, Baslow - Proposed alterations to the existing garage and associated works – No comments
 - NP/DDD/0318/0259 - 12 Gorse Ridge Drive, Baslow - Single storey side and rear extensions – No commentsExisting:
 - NP/DDD/0218/0154 - Greystones Cottage, Gorse Bank Lane, Baslow - Listed Building consent - Replace 7 decaying windows with glazed windows - pending
 - NP/DDD/0218/0148 - Howard Cottage, Eaton Hill, Baslow - Alteration and extensions to existing dwelling house - pending
 - NP/DDD/0218/0129 - Charnwood, Eaton Drive, Baslow - Proposed replacement extension to dwelling - pending
 - NP/DDD/0118/0053 - Cupola Cottage, Sheffield Road, Baslow - Retrospective application for installation of package treatment plant - pending
 - NP/DDD/0117/0012 - 3 Wheatlands Lane, Baslow - Pedestrian/vehicular access and driveway - pending
8. Suggestions or issues from residents:

Clerk

Chairman's Signature Date.....

- Village sign on village green – waiting a response from Derbyshire County Council – Clerk has chased a number of times Clerk
- Rutland Arms – Peak Park response to Cllr Hobson stated “The current situation with the premises is that they are vacant pending the developer implementing the valid planning permission for its conversion into a convenience store. Whilst we appreciate the building is not looking its best in this situation there is nothing at this stage that the National Park Authority would wish to do in terms of the property's condition. I would hope the project will start soon but that is in the hands of the developer. We will of course monitor the situation and should the building deteriorate significantly then there is action that could be taken to tidy it up, however we are nowhere near that situation yet.” The developer is not responding to emails.
- Roadside advertisement boards in Baslow – Adverts are allowed if they are for charitable activities within a sensible range of the village. Any profitable activity should have planning permission. It is possible to remove the sign but it must be left lying where the sign was so the owner can collect it. The concern the Parish Council has is about that sign then blowing about and causing an accident. It was agreed to include this explanation in the Parish magazine. Clerk
- Road issues
 - Caravan club – Increasingly there are queues out on to the main road due to the caravans not being allowed on site and can't pre-book a pitch. This is despite them using the Sports Field car park. Clerk has contacted Highways asking for advice Clerk
Clerk
 - Speeding – This was discussed again and various options looked at including rumble strips. However, these were dismissed due to the noise they make. Clerk
 - Mini roundabout – cut back tree in Churchyard which covers the roundabout sign. Clerk to contact the PCC

9. Inspections

- Issues from latest inspections?
 - Burial Ground – Cllr Roper will inspect next month Cllr Roper
 - Removal of stumps – This was discussed and they can either be ground out which is expensive or treated with an eco plug. It was agreed to look in to this further. Clerk
 - Purchasing plots – The concern over the stumps links to a recent request to buy 4 plots for a recently bereaved family (this is additional to the deceased's plot). There was concern expressed for this especially as it is thought some of these plots are for children. The rules and regulations were looked at and they don't specifically preclude the pre-purchase and reservation of plots. There was a discussion about the grant of burial is only for 100 years so may run out prior to the children needing it. There was also a discussion about the deceased needing to be residents of Baslow at the time of internment. It was agreed that the rules and regulations should be amended to restrict the ability to pre-purchase plots. The revised rules and regulations will be on the next agenda for approval. Cllr Holsgrove and the Clerk will work on this. Cllr
Holsgrove
and Clerk
 - Playground – Equipment has come to the end of its life but the tower can be repaired and relocated if necessary. Cllr Dalrymple-Smith will inspect next month. Cllr
Dalrymple-
Smth

10. Working Party and General Updates:

- Crime data update – February 2018 – 15 crimes in the neighbourhood. 3 in Baslow:
 - 1 – Violence and sexual offences
 - 1 – Theft
 - 1 – Burglary
- Police update:
 - 4 RTCs
 - 1 Car blocking bus access
 - 1 Burglary
 - 1 Domestic Incident
 - 2 Bogus door to door sellers
 - 1 Sudden death
 - 2 Suspicious incidents
 - 1 Concern for safety
- Annual Parish Meeting date will be held on 24th April. Suggestions for the future: Clerk
 - Dressing empty shop windows
 - Walking guides
 - Old Ford and Church End improvements and tidying
 - Heritage display in bus shelter
 - Event area on Village Green including TV

- Improvements to the Sports Field
 - Heritage Centre
 - Defibrillator pads have expired – It is the glue on the pads that has a shelf life and Clerk will buy new ones Clerk
 - Litter Pick – 27th April 2018 – Grabbers being collected from Bakewell library Clerk
 - Grit – Need to fill bins but need a trailer! There is a possibility of one. Cllr Brown
 - Footpaths:
 - Path 17 – Robin Hood – Stile has been reported as unsafe
 - Path 23 – Cavendish Hotel – improvements needed? There is an area by the kissing gate that needs immediate attention. Long term it would be good to have a proper all-weather path. This will need to be put out to tender and the land owner’s permission sought, Clerk
 - New Playground/Recreation Area – The Working Group met last week and looked at the current quotes. It was decided to try and utilise a local supplier. Simon Turton has drafted a letter to go out to all residents and parents at the Primary School providing an update. Clerk
11. Finance and Administration including Working Party Update:
- GDPR – Clerk going to an event on 23rd April
 - End of year accounts were approved
 - S137 Requests – None
 - New expenditure approved: Clerk
 - Cheque 1388 – Clerk Pay and Expenses - £434.85
 - Cheque 1389 – Ground maintenance - £142.75
 - Cheque 1390 – Peak Parishes Forum subscription - £24
 - Expenditure noted - None
 - New income noted:
 - Burial - £100
12. Correspondence
- Details of The Prince's Countryside Fund "Recharging Rural" study and survey
 - Letter for the urgent attention of all Town and Parish Councils and Parish Meetings regarding the Library Service
 - Rescheduled Parish and Town Council Liaison Forum Thursday 10 May 2018
 - Peak Park Parishes Forum Response to the Peak Park Management Plan consultation was noted
13. Feedback from Meetings and Training
- Planning Training Session – 21st March – Cllr Clark attended and noted that the Peak Park has actioned 12 breaches of planning through enforcement. The rules for permitted development are different inside the Peak Park is different to externally. For example extensions are limited to 4m.
14. For information
- Slug pellets thrown in a garden
 - Erioca Britannia 2018
 - DCC Pot Hole update - complaints received have been reported
15. DALC Circulars (all circulated by email):
- Circular 05-2018 - GDPR Training Course - DALC Spring Seminar - Review of Local Government Ethical Standards - Internal & External Audit 2017-18 - DALC Survey Results - MP's Lobby Day
 - Circular 4-2018 - DALC Spring Seminar - New Training Offered - GDPR - NALC Lobby - Keep Britain Tidy - Census Survey of Cllrs - National Agreement Clerk Contract - Collab working with principal council - Consultations - New Legal Briefings
16. Reading (circulated by email):
- Peakland Guardian (Magazine)
 - DDDC Area Community Forums’ notes
 - Derbyshire Law Centre Report
 - DCC Scams Bulletin
 - Parishes Planning Bulletin
 - Peak District News and Views
 - Media Releases from Derbyshire Dales District Council
 - Parishes Planning Bulletin
 - District Council Area Community Forums Notes
 - Rural Matters Newsletter
 - Rural Services Network Bulletins
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- Police Alerts and newsletters
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Baslow and Bubnell Parish Council
Bank Rec. As at 8th May 2018

	RBS Current £	RBS Reserve £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2018	500.00	70,363.65	70,863.65	
plus : receipts	15,319.00	0.00	15,319.00	
less : payments	-601.60		-601.60	
unpresented items			0.00	
transferred to reserve a/c	-14,717.40	14,717.40	0.00	
	<u>500.00</u>	<u>85,081.05</u>	<u>85,581.05</u>	0.00
Unpresented chqs		601.60	601.60	
Unpresented receipts		14,719.00	14,719.00	
Balance	<u>500.00</u>	<u>70,963.65</u>	<u>71,463.65</u>	
Bank : Current A/C - 27/02/18	500.00		500.00	
Deposit A/C - 27/02/18	0.00	71,224.28	71,224.28	
			0.00	
Balance at bank	<u>500.00</u>	<u>71,224.28</u>	<u>71,724.28</u>	
difference	0.00	-260.63	-260.63	

Signed by Responsible Finance Officer

Signed by Chairman

RESERVES		RBS Current £	RBS Reserve £	Total £	
Current Bank Balance as per cashbook and bank statements Start of Year		500.00	70,363.65	70,863.65	-600.00
*	New Playarea reserve				
*	Transfer to HSBC				
*	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>23,200.00</u>	0.00
				-47,663.65	
	total amount for play area				
*	#REF!				

Monthly Budget Monitoring

BASLOW AND BUBNELL PARISH COUNCIL		Year to Date at 08.05.18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2018 - 2019		1					
Date	8th May 2018	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	1	To Date	To Date	£	Projected	For Year	£
PAYMENTS							
Administration							
	Clerk's salary	352.00	484.00	132.00	5,808.00	B 5,808.00	0.00
	Clerk's expenses	20.00	28.33	8.33	340.00	B 340.00	0.00
	Parish Mobile phone	6.00	6.00	0.00	36.00	B 72.00	36.00
	Councillor's expenses (travel & sub - £10 / person)	56.85	4.17	(52.68)	100.00	B 50.00	(50.00)
	Training	0.00	20.83	20.83	250.00	B 250.00	0.00
	Audit fees	0.00	16.67	16.67	300.00	B 200.00	(100.00)
	Room hire	0.00	25.00	25.00	350.00	B 300.00	(50.00)
	Subscription DALC + PPP Forum	24.00	10.42	(13.58)	125.00	B 125.00	0.00
	Website maintenance	0.00	41.67	41.67	500.00	B 500.00	0.00
	Insurance	0.00	41.67	41.67	500.00	B 500.00	0.00
	Stationery, Printing and Adverts	0.00	8.33	8.33	100.00	B 100.00	0.00
		458.85	687.08	228.23	8,409.00	8,245.00	(164.00)
Burial Ground							
	Maintenance	0.00	25.00	25.00	300.00	B 300.00	0.00
	Rates inc. water	0.00	12.50	12.50	150.00	B 150.00	0.00
	Refuse removal	0.00	0.00	0.00	100.00	B 0.00	(100.00)
	Grass cut	142.75	93.75	(49.00)	1,125.00	B 1,125.00	0.00
		142.75	131.25	(11.50)	1,675.00	1,575.00	(100.00)
Amenity Area							
	Grass cutting	0.00	110.42	110.42	1,325.00	B 1,325.00	0.00
	Other Maintenance	0.00	0.00	0.00	0.00	B 0.00	0.00
		0.00	110.42	110.42	1,325.00	1,325.00	0.00
Old Ford							
	Grass cutting	0.00	11.67	11.67	140.00	B 140.00	0.00
		0.00	11.67	11.67	140.00	140.00	0.00
Playground and Woodland							
	Grass Cutting	0.00	29.13	29.13	349.50	B 349.50	0.00
	Safety Inspection	0.00	10.00	10.00	150.00	B 120.00	(30.00)
	Playground Maintenance	0.00	41.67	41.67	500.00	B 500.00	0.00
	Woodland Maintenance	0.00	41.67	41.67	500.00	B 500.00	0.00
	Woodland Rent	0.00	8.33	8.33		B 100.00	100.00
	Woodland Spraying	0.00	14.58	14.58	175.00	B 175.00	0.00
		0.00	145.38	145.38	1,674.50	1,744.50	70.00
Misc							
	Village clock maintenance	0.00	16.67	16.67	200.00	B 200.00	0.00
	Bench - maintenance	0.00	83.33	83.33	1,000.00	B 1,000.00	0.00
	Grit Bins x 5 / 2 x fills	0.00	31.25	31.25	375.00	B 375.00	0.00
	Grit - store for paths/roads	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	320.00	320.00	320.00	B 320.00	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	451.25	451.25	1,895.00	1,895.00	0.00
S137 Grants							
	S137 grants (incl Village Hall donations)	0.00	125.00	125.00	1,500.00	B 1,500.00	0.00
		0.00	125.00	125.00	1,500.00	1,500.00	0.00
WORKING PARTIES							
							All WP Expend from Reserves
	WP - New Playground	0.00	3,333.33	3,333.33	40,000.00	B 40,000.00	0.00
	WP - Emergency Planning	0.00	0.00	0.00	0.00	B 0.00	0.00
	WP - Orchard	0.00	0.00	0.00	0.00	B 0.00	0.00
	WP - Communication	0.00	0.00	0.00	0.00	B 0.00	0.00
		0.00	3,333.33	3,333.33	40,000.00	40,000.00	0.00
Total Payments		601.60	4,995.38	4,393.78	56,618.50	56,424.50	(194.00)
	VAT	0.00	0.00	0.00	0.00	0.00	0.00
Total Payments after VAT		601.60	4,995.38	4,393.78	56,618.50	56,424.50	(194.00)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
RECEIPTS							
	Bank Interest	0.00	1.25	(1.25)	15.00	B 15.00	0.00
	Council Tax Grant	0.00	0.00	0.00	0.00	A 0.00	0.00
	DDDC 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	600.00	0.00	600.00	0.00	B 0.00	0.00
	Website	0.00	13.33	(13.33)	160.00	B 160.00	0.00
	Donations	0.00	0.00	0.00	0.00	B 0.00	0.00
	Vat	0.00	83.33	(83.33)	0.00	B 1,000.00	-1,000.00
Total Receipts before precept		600.00	213.25	386.75	1,559.00	2,559.00	(1,000.00)
	Precept	14,719.00	1,226.58	13,492.42	14,719.00	A 14,719.00	0.00
TOTAL RECEIPTS including PRECEPT		15,319.00	1,439.83	13,879.17	16,278.00	17,278.00	(1,000.00)
PROFIT / (LOSS) for year to 31st March 2018		14,717.40	-3,555.54	18,272.94	-40,340.50	-39,146.50	-1,194.00
	Cumulative Bank Balances as at 1st April 2017				70,863.65		
	Forecast surplus in year				-40,340.50		
	Forecast Cumulative Bank Balances as at 31st March 2018				30,523.15		