

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

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Web: www.baslowvillage.com

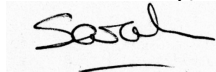
8th January 2019

Dear Councillor,

You are summoned to attend the ordinary meeting of Baslow and Bubnell Parish Council on **15th January 2019 at 7.30pm 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

- | | <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 20 th November 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): <ul style="list-style-type: none">• Vacancy• 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
Potential – Hotel extension – Clerk asked Peak Park about their accommodation planning policy – In the 20011 Core Strategy RT2 “New build holiday accommodation will not be permitted, except for a new hotel in Bakewell” – Asked for further clarity as within the curtilage of existing accommodation.
New: <ul style="list-style-type: none">• NP/DDD/1218/1174 - Cavendish Hotel, Church Lane, Baslow - Installation of 29.68kW of solar panels in two rows of 25.77m and 26.76m mounted at ground level on a galvanised frame. Creation of replacement permanent helipad of 6m in diameter• NP/DDD/1218/1175 - Cavendish Hotel, Church Lane, Baslow - Listed Building consent - Installation of 29.68kW of solar panels in two rows of 25.77m and 26.76m mounted at ground level on a galvanised frame. Creation of replacement permanent helipad of 6m in diameter• NP/DDD/1118/1059 – Stonehaven, Church Lane, Baslow - Side and rear two storey extensions – Considered by email and comments made. Clerk has been contacted by the neighbour and explained what valid objections they could make. Planning officer has visited. | To discuss

To discuss

To note |

- NP/DDD/1118/1127 – Riverbank, Derwent Drive, Baslow - Alterations and extensions to dwelling – Considered by email and there were no comments To note
- Existing:
- NP/DDD/1018/0934 - Orchard Leigh, Eaton Hill, Baslow - New two storey side extension and glazed link to garage – Granted conditionally
 - NP/DDD/1018/0911 - Chatsworth - Improvements and expansion of the existing car park associated with Chatsworth House, together with the creation of a new access road via a spur off the existing A619/A621 roundabout east of Baslow – pending
 - NP/DDD/1018/0992 - 1 Gorse Ridge, Over Lane, Baslow – Single storey extension and installation of glass doors to south and east facing wall replacing existing windows – Granted conditionally
 - 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 –
 - DCC has been in contact with questions over planning. Clerk has responded To note
 - Cllr Dawson has approached 2 potential contractors To discuss
 - Road safety especially speeding and parking and School Lane roundabout – The TRO has been approved by DCC and Clerk waiting to hear when they will be implemented. To discuss
9. Inspections
- Issues from latest inspections? Cllr Dalrymple-Smith Contractor
 - Burial Ground
 - Woodland
10. Working Party and General Updates:
- Crime data update – 12 crimes in the neighbourhood area in November 2018. 7 of these were in Baslow: To note
 - 1 burglary in the parking area near the Robin Hood
 - 1 vehicle crime on Bubnell Lane
 - 1 burglary at the bus depot
 - 1 burglary on the A619
 - 1 other theft at Nether End car park
 - 2 anti-social behaviour crimes at Nether End car park
 - Community Orchard To discuss
 - Overwhelming local support received for the proposal
 - Need to approve the agreement with Community Orchard Group (should have been July 2018 but left due to wildflower debate) – Appendix A To discuss
 - Baslow Woodland Park development – Equipment being installed. What additional equipment is required – benches (one in Memory of Cllr Longden?), bike racks, etc? To discuss
 - Baslow Walks Cllr Buckham
11. Finance and Administration including Working Party Update:
- Accounts to 8th January 2019 – Appendix B To note
 - Ground maintenance specification – Appendix C To discuss
 - Burial Ground fees – 2018 fees attached as Appendix D To approve
 - Budget for 2019-2020 and approval of the precept as £14,719 – Appendix E To approve
 - S137 Requests – Armistice celebration - £217.71 To approve
 - New expenditure to approve:
 - Cheque 1418 – Clerk Pay and Expenses for January - £491.72
 - Cheque 1419 – Room hire - £108
 - Cheque 1420 – Friends of the Peak District subscription - £50
 - Cheque 1421 – S137 grant - £217.71
 - Cheque 1422 – Woodland Maintenance work – To be advised at the meeting
 - Expenditure to note - None To note
 - New income to note: To note
 - Burial Ground- £1,010
12. Correspondence
- RHS Liaison Meeting – 28th February at 6pm To attend?
 - Area Community Forums - February 2019: To attend?
 - Monday 4 February 2019, 7 pm – Town Hall, Matlock
 - Tuesday 12 February 2019, 7 pm -- Hulland Ward & District Millennium Village Hall
 - Tuesday 26 February 2019, 7 pm – Agricultural Business Centre, Bakewell
13. Feedback from Meetings and Training - None To note
14. For information - None To note
15. DALC Circulars (all circulated by email): To note
- Circular 16-2018 - National Salary Award 2019-20 - Training Courses 2019 - Spring Seminar 2019 - Christmas & New Year Office Closure

- Circular 2018/15

16. Reading (circulated by email):

All to be read

- Clerks and Councils Direct (paper)
- PPPF response to Glover Report
- PPPF AGM minutes
- PPPF Management Committee minutes
- Derbyshire Direct Newsletter
- 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 and Press Releases
- Rural Opportunities Newsletter
- Weekly Rural News Digest
- Friends of the Peak District Newsletter
- 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

- | | | |
|----------------------------------|------------------------------|-----------------------------------|
| • 19 th February 2019 | • 21 st May 2019 | • 17 th September 2019 |
| • 19 th March 2019 | • 18 th June 2019 | • 15 th October 2019 |
| • 16 th April 2019 | • 16 th July 2019 | • 19 th November 2019 |

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MINUTES

For the meeting held on 20th November 2018 in The Methodist Hall, Baslow

Councillors present:	Christopher Brown	David Dawson	Apologies: Cllr Richard Clark Cllr Malcolm Roper Cllr Jason Atkin (DCC) PCSO Ian Phipps
	Jane Buckham	Jonathan Holsgrove	
	David Dalrymple-Smith	Tim Tucker	
Others:	Mike Woffenden	Cllr Susan Hobson	
	Richard Powell	(DDDC)	
	Bill Campbell	Cllr Kath Potter (Peak	
	Reverend Graham	Park) Sarah Porter	
	Duncan		

Report / Action Required

1. There were apologies for absence received from Cllrs Richard Clark and Malcolm Roper, Cllr Jason Atkin and PCSO Ian Phipps.
2. There were no declaration of Members Interests.
3. Public speaking
 - Cllr Kath Potter:
 - Consultation document out about National Parks. A Parish Councillor in another parish raised concerns about the number of Peak Park Councillors who don't live in the area. The Park covers 7 areas. The formula for Councillors is half plus 1 are area representatives and half minus 1 are secretary of state and parish representatives. Those people may not all live in the area. There are no plans to increase the number.
 - Cllr Susan Hobson:
 - Has had some complaints about leaves which she reported to DDDC. They cleared the village on 5th November. If there are leaf issues please report to the Parish Council, Cllr Hobson or DDDC
 - Has asked if there have been any prosecutions regarding the fly tipping on 13 bends in the summer. She has yet to have a response.
 - Has had complaints about parking with the Chatsworth Christmas Markets. DDDC advised that a Parking Enforcement Officer was present all weekend and 7 notices were issued on Saturday and 4 on Sunday. The double yellow line changes need to be pushed through DCC.
 - Has been informed that CREST Speed enforcement team visited on Friday 9th November. Many people stopped to talk to them. One vehicle caught speeding and ticketed for travelling 39mph. They targeted HGVs but none were speeding despite the noise giving the impression they were.
 - St Anne's Church –
 - Derbyshire Diocese encourage all parish churches to do an action plan and St Anne's is due for review. The PCC felt it is vital to take in to account the expectations and desires of the village. A questionnaire has gone out to households in Baslow and the results are being collated. The next step is to hear the views of village organisations such as the Primary school and Parish Council. A lot of the same people come every week and so a closed conversation. The Church wanted to see what is missing by reaching out. Lots of people have been put off going to Church, lots have different spiritual views. About 25% questionnaires returned. Lots say spirit of prayer is important. Why is St Anne's important in Baslow?
 - Councillors can only respond as individuals and can't respond as a Parish Council as need to represent all views. As a Parish Councillor we exist for administration purposes and to try to stimulate community cohesion and community groups e.g. orchard, sports field. The Winter Festival is the current activity. What can the Church do to assist with that for those who are not secular? More involved with other things in the village including those that are not religious
 - A view the questionnaire was restrictive as the answers were restrictive.
 - More communication between Church and Parish Council with more working together especially as have an elderly population.
 - Has the Medical Centre been approached? Past experience, psychological issues historically may have been supported by the Church.
 - Surprised on amount state spends on social support £5million into this Parish (apart from health). Enormous figure but all the time saying not spending enough on this or that. Need to look at demands of society and address

Chairman's Signature Date.....

where the spend is. The Church could help identify the true vulnerable and help support them.

- No dedicated vicar means some restrictions on time and so amount of time he can spend on Parish matters. How important is it to have a dedicated vicar to be seen in the village? Having names of individuals/team would be good but whether it needs to be one person... Covering more than one area means opportunities for sharing ideas, activities, etc.
 - A recent visit to Church (on a Messy Church Sunday) felt that Church was muddled and confused as no Leader but lots all doing their bit
 - Vicarage sale update – It is still planned to be sold. The sewage route is now crossing Chatsworth land and won't need to affect the Burial Ground. Looking to have agreements between the Church and the Vicarage over waste water and access. Access obviously affects the Parish Council for the burial ground and DDDC for maintenance of the churchyard. There will therefore be an agreement involving the Parish Council.
4. The Minutes of the Meeting held on 16th October 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):
- Vacancy – The resident interested in becoming a Councillor has decided to not stand for the time being due to other commitments. Therefore there are still 2 vacancies
 - Poppies – a success. There were some comments on the position and number of them despite the communication sent out. It was agreed to store them for next year and add 13 more for the fallen of WW2.
 - 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
- Potential – Hotel extension – Clerk asked Peak Park about their accommodation planning policy and despite chasing has not had a response. Clerk will chase via Cllr Potter Clerk
- New:
- NP/DDD/1018/0934 - Orchard Leigh, Eaton Hill, Baslow - New two storey side extension and glazed link to garage – no comments Clerk
 - Chatsworth - Improvements and expansion of the existing car park associated with Chatsworth House, together with the creation of a new access road via a spur off the existing A619/A621 roundabout east of Baslow – Clerk declared an interest in being related to the named applicant – There was a discussion about the application:
 - Cllr Dawson has met with a resident who has raised concerns that Chatsworth apply for things which are often not supported in Peak Park Planning documents.
 - Concerns raised were:
 - the probity of those applications and the expense to the public purse supporting basically a commercial entity
 - nothing about overflow parking still being used.
 - Lighting pollution.
 - Will the roundabout entrance be open all the time as will only benefit Baslow if it is? Also, will the Manchester and Bakewell direction traffic still use the other entrance and not be pushed through Baslow?
 - Is the roundabout layout correct as may cause a backlog into Baslow because of the layout? Could the roads come in to the roundabout at each quarter?
 - Could the Parish Council have better links with Chatsworth? Improved liaison started with RHS and the Liaison meetings. It was agreed to invite Chatsworth to January's meeting. Clerk
 - Could Chatsworth help with a new car park in Baslow?
 - It was agreed to respond to the consultation as "The Parish Council support the application as long as it removes traffic from Baslow and to enable this the new access should remain open all the time and not just during events. No traffic from Bakewell or Manchester direction should be re-routed through Baslow but continue to use the existing main entrance. Is the roundabout layout the best for traffic flow or should the exits be more evenly spaced?" Clerk
 - - 1 Gorse Ridge, Over Lane, Baslow – Single storey extension and installation of glass doors to south and east facing wall replacing existing windows – no comments Clerk
- Existing:
- NP/DDD/0818/0782 - Baslow Sports Pavillion, Church Lane, Baslow - Ground floor rear extension and internal alterations to Baslow sports pavilion – Granted conditionally

- 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 –
 - DCC has now responded saying it is being processed. Today an email has been received asking for more details. Clerk
 - Specification was sent out with a deadline of 23rd October, but nobody applied. There was a discussion about commissioning a sign. Cllr Dawson will approach 3 people informally. Cllr Dawson
 - One way system at the school – Not clear if the letters have been sent out. The signs are being removed more often.
 - Road safety especially speeding and parking and School Lane roundabout – was discussed under public speaking
9. Inspections
- Issues from latest inspections?
 - Burial Ground – Cllr Dalrymple-Smith reported no issues and Cllr Roper will take back over Cllr Roper
 - Woodland – Nothing on inspections
10. Working Party and General Updates:
- Crime data update – September 2017 – 17 crimes of which 5 were in Baslow and all Anti-social behaviour related
 - Grit bins – Filled and no more grit ordered yet. Move the storage location? There was a discussion about having a container to store grit and then other village items, such as chairs and gazebos. It was agreed to think about this. All
 - Community Orchard
 - Proposals have gone out in the Parish Magazine and Clerk will write to the direct neighbours to the Orchard by the end of the month. Clerk
 - Baslow Woodland Park development – Swing in place but still waiting for a climbing net on the tower. No update on the new equipment. The net has arrived for the boundary.
11. Finance and Administration including Working Party Update:
- Accounts to 13th November 2018 were noted
 - Draft budget for 2019-2020 was discussed and agreed in principle Clerk
 - Change bank account – The RBS has been told to reduce the number of community accounts it looks after. Therefore, they have written suggesting a change of account. It was agreed not to move. Clerk
 - S137 Requests - None Clerk
 - New expenditure approved:
 - Cheque 1415 – Clerk Pay and Expenses for November (£535.01) and December (£491.72) - £1026.73
 - Cheque 1416 – S137 Grant – Church - £115
 - Cheque 1417 – Ground maintenance - £533.25
 - Expenditure noted - None
 - New income noted:
 - Interest - £3.59 and £12.10
12. Correspondence
- Julian Glover Review of Protected Landscapes
 - Parish and Town Council Liaison Forum 29 January 2019 6pm in County Hall – no one available
 - No RHS Liaison meeting until early 2019
13. Feedback from Meetings and Training – None
14. For information - None
15. DALC Circulars (all circulated by email):
- Circular 14-2018 - Excellence Awards 2018 - Government updated model byelaws - External audit issues update - HS2 Consultation - Funding & Grant Bulletin - Elections 2019 - Data Protection Fee payments (GDPR) - VAT advice service - Tree Charter
16. Reading (circulated by email):
- Clerks and Councils Direct (paper)
 - PPPF AGM Minutes
 - Derbyshire Dales Area Community Forums - notes from September 2018
 - Parishes Day Feedback and Supporting Documents
 - Impact Report - Citizens Advice Derbyshire Districts
 - 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 and Press Releases
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| • 19 th March 2019 | • 16 th July 2019 | • 19 th November 2019 |
| • 16 th April 2019 | | |

AGREEMENT TO MAINTAIN BASLOW COMMUNITY JUBILEE ORCHARD

This document sets out the terms of an agreement between **Baslow and Bubnell Parish Council** and **Baslow Community Orchard Group**, a company limited by Guarantee, to develop and maintain the Baslow Community Jubilee Orchard planted to commemorate Queen Elizabeth II's Diamond Jubilee, situated on the Amenity area off Over Lane in Baslow, Bakewell, Derbyshire and includes the verge adjacent to Over Lane.

This agreement started on 1st August 2014 and is renewable on a bi-annual basis. This agreement is dated July 2016. If either side wishes to terminate the agreement for any reason a minimum of one month's notice shall be given.

The responsibilities of Baslow Community Orchard Group

1. To maintain in good order the fruit trees currently planted by appropriate pruning, fruit collection and general care to ensure the area remains an attractive amenity for the community.
2. To ensure that individual trees do not become too large (generally less than 12 feet in height) in order to avoid nuisance to surrounding property holders.
3. To ensure that the orchard does not encroach upon the flat open space in the centre of the area that is expected to be used for ball games and other communal activities.
4. To maintain the 'story circle' at the north end of the site for the use of the local school and other community groups.
5. To ensure any plans for the further development of the orchard on the site are consistent with the covenants on the land, discussed with local residents and approved by the Parish Council. This requirement shall not apply to any plans that may be developed for extending the orchard onto other land within the village and not owned by the Parish Council, always subject to any planning consents needed.
6. To promote the use of the area for other community activities appropriate to the orchard and amenity area, and consistent with covenants on the land.
7. To hold public liability insurance to cover the risk of claims relating to any part of the orchard and verge along Over Lane. This cover shall be not less than £5,000,000 in respect of any one incident.
8. To provide an annual report to the Council in relation to the above.

The responsibilities of the Parish Council

1. The Council shall retain ownership of trees, benches, signs, bushes and any other structures within the Jubilee Orchard.
2. The Council shall retain responsibility for grass cutting in the amenity area, maintenance of the existing oak tree at the north end and of the existing bench at the south-east corner of the site, and for ensuring that hedges belonging to properties adjacent to the amenity area are maintained by the owners so as not to encroach upon the orchard. In discharging these responsibilities, the Council shall recognize the need to maintain the grass at an appropriate length or lengths and so to avoid damage to the fruit trees.
3. The Council undertakes to consult with Baslow Community Orchard Group if any changes to the oak tree, bench or other parts of the amenity area are considered.
4. To provide reasonable resources, whether financial or otherwise, to Baslow Community Orchard Group for the purposes of:
 - a. Maintaining the trees currently planted and replacing trees damaged or lost, for example by vandalism
 - b. Labeling tree varieties and erecting a signboard to bring the orchard to public attention
 - c. Supporting the Group to carry out this work
5. The Parish Council shall be entitled to be represented at meetings of Baslow Community Orchard Group should it so wish.
6. The Parish Council shall assume responsibility for the maintenance of the Orchard should Baslow Community Orchard Group cease trading or fail in its responsibilities under this agreement.
7. The Parish Council shall receive an annual report detailing the activity of the Orchard Group and contain a copy of their accounts.

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Chairman /Clerk Parish Council

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Chairman Baslow Community Orchard Group

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Date

.....
Date

Baslow and Bubnell Parish Council
Bank Rec. As at 8th January 2019

	RBS Current £	RBS Reserve £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2018	500.00	70,366.48	70,866.48	
plus : receipts	20,440.40	44.50	20,484.90	
less : payments	-20,483.13		-20,483.13	
unpresented items			0.00	
transferred to reserve a/c	42.73	-42.73	0.00	
	<u>500.00</u>	<u>70,368.25</u>	<u>70,868.25</u>	0.00
Unpresented chqs			0.00	
Unpresented receipts		200.00	200.00	
Balance	<u>500.00</u>	<u>70,168.25</u>	<u>70,668.25</u>	
Bank : Current A/C - 07/12/18	500.00		500.00	
Deposit A/C - 07/12/18	0.00	70,168.25	70,168.25	
			0.00	
Balance at bank	<u>500.00</u>	<u>70,168.25</u>	<u>70,668.25</u>	
difference	0.00	0.00	0.00	

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	70,366.48	70,866.48	198.23
*	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
				-47,666.48	
*	total amount for play area				
	#REF!				

Monthly Budget Monitoring

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1															
2	BASLOW AND BUBNELL PARISH COUNCIL														
3	RECEIPTS & PAYMENTS ACCOUNT 2018 - 2019														
4	Date	8th January 2019													
5	Month	9													
6															
7	PAYMENTS	Administration	Year to Date at 08.01.2019			Full Year Projection									
8			Actual £	Budget £	Difference	Actual £	Budget £	Difference							
9			To Date	To Date	£	Projected	For Year	£							
10		Clerk's salary	4,176.66	4,356.00	179.34	5,808.00 B	5,808.00	0.00							
11		Clerk's expenses	217.00	255.00	38.00	340.00 B	340.00	0.00							
12		Parish Mobile phone	54.00	54.00	0.00	36.00 B	72.00	36.00							
13		Councillor's expenses (travel & sub - £10 / person)	56.85	37.50	(19.35)	100.00 B	50.00	(50.00)							
14		Training	45.00	187.50	142.50	250.00 B	250.00	0.00							
15		Audit fees	76.20	150.00	73.80	300.00 B	200.00	(100.00)							
16		Room hire	0.00	225.00	225.00	350.00 B	300.00	(50.00)							
17		Subscription DALC + PPP Forum	64.00	93.75	29.75	125.00 B	125.00	0.00							
18		Website maintenance	429.98	375.00	(54.98)	500.00 B	500.00	0.00							
19		Insurance	429.65	375.00	(54.65)	500.00 B	500.00	0.00							
20		Stationery, Printing and Adverts	33.31	75.00	41.69	100.00 B	100.00	0.00							
21			5,582.65	6,183.75	601.10	8,409.00	8,245.00	(164.00)							
22		Burial Ground													
23		Maintenance	50.00	225.00	175.00	300.00 B	300.00	0.00							
24		Rates inc. water	0.00	112.50	112.50	150.00 B	150.00	0.00							
25		Refuse removal	0.00	0.00	0.00	100.00 B	0.00	(100.00)							
26		Grass cut	1,200.00	843.75	(356.25)	1,125.00 B	1,125.00	0.00							
27			1,250.00	1,181.25	(68.75)	1,675.00	1,575.00	(100.00)							
28		Amenity Area													
29		Grass cutting	1,196.92	993.75	(203.17)	1,325.00 B	1,325.00	0.00							
30		Other Maintenance	0.00	0.00	0.00	0.00 B	0.00	0.00							
31			1,196.92	993.75	(203.17)	1,325.00	1,325.00	0.00							
32		Old Ford													
33		Grass cutting	150.00	105.00	(45.00)	140.00 B	140.00	0.00							
34			150.00	105.00	(45.00)	140.00	140.00	0.00							
35		Playground and Woodland													
36		Grass Cutting	325.00	262.13	(62.88)	349.50 B	349.50	0.00							
37		Safety Inspection	89.93	90.00	0.07	150.00 B	120.00	(30.00)							
38		Playground Maintenance	0.00	375.00	375.00	500.00 B	500.00	0.00							
39		Woodland Maintenance	0.00	375.00	375.00	500.00 B	500.00	0.00							
40		Woodland Rent	50.00	75.00	25.00	100.00 B	100.00	100.00							
41		Woodland Spraying	115.00	131.25	16.25	175.00 B	175.00	0.00							
42			579.93	1,308.38	728.45	1,674.50	1,744.50	70.00							
43		Misc													
44		Village clock maintenance	0.00	150.00	150.00	200.00 B	200.00	0.00							
45		Bench - maintenance	0.00	750.00	750.00	1,000.00 B	1,000.00	0.00							
46		Grit Bins x 5 / 2 x fills	0.00	281.25	281.25	375.00 B	375.00	0.00							
47		Grit - store for paths/roads	0.00	0.00	0.00	0.00 B	0.00	0.00							
48		Election Costs	0.00	0.00	0.00	0.00 B	0.00	0.00							
49		Parish Paths	330.00	320.00	(10.00)	320.00 B	320.00	0.00							
50		Dog Bins	0.00	0.00	0.00	0.00 B	0.00	0.00							
51		Contingency	0.00	0.00	0.00	0.00 B	0.00	0.00							
52			330.00	1,501.25	1,171.25	1,895.00	1,895.00	0.00							
53		S137 Grants													
54		S137 grants (incl Village Hall donations)	440.00	1,125.00	685.00	1,500.00 B	1,500.00	0.00							
55			440.00	1,125.00	685.00	1,500.00	1,500.00	0.00							
56		WORKING PARTIES				All W/P Expend from Reserves									
57		WP - New Playground	9,230.76	30,000.00	20,769.24	40,000.00 B	40,000.00	0.00							
58		WP - Emergency Planning	0.00	0.00	0.00	0.00 B	0.00	0.00							
59		WP - Orchard	0.00	0.00	0.00	0.00 B	0.00	0.00							
60		WP - Communication	66.00	0.00	(66.00)	0.00 B	0.00	0.00							
61			9,296.76	30,000.00	20,703.24	40,000.00	40,000.00	0.00							
62		Total Payments	18,826.26	42,398.38	23,572.12	56,618.50	56,424.50	(194.00)							
63		VAT	1,656.87	0.00	(1,656.87)	0.00	0.00	0.00							
64		Total Payments after VAT	20,483.13	42,398.38	21,915.25	56,618.50	56,424.50	(194.00)							
65															
66			Actual £	Budget £	Difference	Actual £	Budget £	Difference							
67			To Date	To Date	£	Projected	For Year	£							
68		RECEIPTS													
69		Bank Interest	44.50	11.25	33.25	15.00 B	15.00	0.00							
70		Council Tax Grant	0.00	0.00	0.00	0.00 A	0.00	0.00							
71		DDDC Reimbursements	0.00	749.25	(749.25)	999.00 B	999.00	0.00							
72		DCC Footpath Grant (Right of way Grant)	0.00	288.75	(288.75)	385.00 B	385.00	0.00							
73		Burial Ground	5,065.00	0.00	5,065.00	0.00 B	0.00	0.00							
74		Website	180.00	120.00	60.00	160.00 B	160.00	0.00							
75		Donations	0.00	0.00	0.00	0.00 B	0.00	0.00							
76		Vat	476.40	750.00	(273.60)	0.00 B	1,000.00	(-1,000.00)							
77		Total Receipts before precept	5,765.90	1,919.25	3,846.65	1,559.00	2,559.00	(1,000.00)							
78															
79		Precept	14,719.00	11,039.25	3,679.75	14,719.00 A	14,719.00	0.00							
80															
81		TOTAL RECEIPTS including PRECEPT	20,484.90	12,958.50	7,526.40	16,278.00	17,278.00	(1,000.00)							
82															
83		PROFIT / (LOSS) for year to 31st March 2018	1.77	-29,439.88	29,441.65	-40,340.50	-39,146.50	-1,194.00							
84															
85															
86															
87		Cumulative Bank Balances as at 1st April 2017				70,866.48									
88		Forecast surplus in year				-40,340.50									
89															
90		Forecast Cumulative Bank Balances as at 31st March 2018				30,525.98									

BASLOW & BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: clerk.baslow.bubnell@googlemail.com

SPECIFICATION FOR GROUND MAINTENANCE CONTRACT

Introduction

Baslow and Bubnell are two picturesque and lively Peak District Villages situated a mile from historic Chatsworth House and Gardens. With a population in excess of 1,200 the villages cater for local and visitor needs alike, offering good accommodation, eateries, shops, public houses and cafes. Areas that need maintaining are the community areas of the Playground, new Woodland Play Area, Amenity Area and Old Ford, the Burial Ground and certain footpaths.

The new Woodland Area is adjacent to the Sportsfield in Baslow and near the Playground. It is a new Play Area for the village which will start to be installed in 2016. The exact work required to maintain this area is not yet known and more maybe needed as the project develops. Any increase in work would be subject to the provision of a new quote for that element.

Requirement

The different areas of the village that need maintaining can be broken down as follows:

- Woodland Play Area
 - Weed control of the surface
- Play Ground
 - Mow grass areas 15 times from March until October to a reasonably short length (2 cuts end of March, 1 in April and then 2 cuts every month from May)
- Burial Ground
 - Mow grass areas 15 times from March until October to a reasonably short length (2 cuts end of March, 1 in April and then 2 cuts every month from May)
 - Remove cuttings
 - Spray off of weed
- Community Orchard and Amenity Area
 - Mow grass areas 26 times from March until October (2 cuts end of March, 2 in April and then 4 cuts every month from May, 2 in October)
 - Length of cut to be lawn length in the open area and left longer around the trees. Mown along the footpath to prevent vegetation creeping on to the tamac path and the paths through the wildflower meadow. The wildflower meadow to be left and strimmed in August.
 - Strim twice a month the path to the amenity area and the verge along Over Lane the full length of the field to the path.
 - Spray off of weed 3 times a year (May, July and September)
- Old Ford
 - Strimming grass areas twice a month from April until October. This area can be left longer
- Footpaths
 - Doctor Surgery – FP22
 - To sweep it free of leaves in the autumn twice
 - To cut back vegetation obstructing the path
 - Bar Lane – FP10
 - To clear the culverts and keep gullies clear on the footpath – there are 3 at the top and 3 at the bottom.
 - Back of Cavendish Hotel - FP23 –
 - Manage the surface vegetation through spraying
 - To cut back any vegetation
 - Keeping steps clear of leaves

We expect the contractor to supply appropriate equipment and comply with relevant Health and Safety requirements.

If you would like to be shown around the village to understand the specification further please contact the Clerk on 01629 732365.

BASLOW & BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: clerk.baslow.bubnell@googlemail.com

Resources

Baslow and Bubnell Parish Council is a smaller Council with a limited precept and so this needs to be borne in mind when tendering. Detailed invoices will need to be submitted detailing dates the work was undertaken and what was done.

Deadline

Tenders to be submitted in a sealed envelope marked Tender to:

Sarah Porter
Clerk of Beeley Parish Council,
Brooklands,
Moor End,
Beeley,
Matlock,
Derbyshire DE4 2NR

By 12 (noon) on

All tenders will be opened together after this time in front of an independent witness.

APPENDIX A - FEES

1. Entitlement to exclusive right of burial applies where the person requiring exclusive right of burial, or the deceased, is or was:
 - a. a current inhabitant of Baslow and Bubnell
 - b. a former inhabitant or parishioner of Baslow and Bubnell for a period of at least 5 years within a reasonable time of death (for example no more than 5 years) except for someone going into residential care.
2. In the case of a still-born child, one of the parents must satisfy the above criteria.

Individuals who do not satisfy the criteria laid down in paragraph 1 will not normally be entitled to apply for exclusive right of burial.

3. The fees indicated do not include the digging of the grave.
4. **Exclusive Right of Burial in Earthen Graves** - Fees for Exclusive Right of Burial for a period not exceeding one hundred years are as follows:
 - i. in an earthen grave 9 x 4 feet: £400.00
 - ii. of cremated remains in an earthen grave 18 x 18 inches in the Garden of Rest £100.00

These fees include the deed of the Grant of Exclusive Right of Burial and all the expenses thereof.

5. **Interment** - Fees for interment are as follows:
 - I. of the body of a still born child or a child whose age at the time of death did not exceed one year: NO CHARGE
 - II. of the body of a child whose age at the time of death exceeded one year, but did not exceed 16 years: £150.00
 - III. of the body of a person whose age at the time of death exceeded 16 years: £200.00
 - IV. of cremated remains in the Garden of Rest, or in an existing grave £100.00
6. **Monuments, Gravestones, Tablets and Monumental Inscriptions** - For the right to erect or place on a grave for which exclusive right of burial has been granted, the following fees apply:
 - I. for a headstone not exceeding 2 feet 6 inches in height above the ground, in a stone and with an inscription, both approved by the Burial Authority £110.00
 - II. in the case of cremated remains in the Garden of Rest, for a stone with inscription approved by the Burial Authority: £45.00
 - III. for each additional inscription: £35.00
 - IV. for a vase not exceeding 12 inches in height: £45.00
7. **Searches of Register Books** - The register of burials shall at all reasonable times be available for consultation by any person free of charge. Where a search is conducted by a representative of the Burial Authority, the following charges apply:
 - I. for first half hour: £30.00
 - II. for every additional half hour: £5.00

Review of Fees

8. Fees may be revised periodically by the Burial Authority.

WP - Orchard	1,153.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WP - Monuments	950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WORKING PARTIES	2,103.81	0.00	19.14	0.00	13,845.63	0.00	3,187.33	40,000.00	1,194.67	40,000.00	9,296.76	15,000.00	40,000.00	30,000.00
TOTAL PAYMENTS	16,085.58	15,595.00	13,164.31	14,651.00	28,061.18	14,705.62	15,847.76	56,864.00	15,513.73	56,618.50	18,826.26	29,079.28	56,618.50	45,914.00
VAT	427.38		481.40	0.00	2,155.40	0.00	875.04	0.00	696.40	0.00	1,656.87	1,000.00	0.00	1,000.00
Total Payments after VAT	16,512.96	15,595.00	13,645.71	14,651.00	30,216.58	14,705.62	16,722.80	56,864.00	16,210.13	56,618.50	20,483.13	30,079.28	56,618.50	46,914.00

RECEIPTS	2013/2014		2014/2015		2015/201		2016/2017		2017/2018		2018/2019			2019/2020
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Estimate	Budget	Budget
Bank Interest and transfer	10.56	0.00	17.25	0.00	21.52	0.00	14.97	15.00	30,401.55	15.00	32.84	22.00	15.00	15
Council Tax Grant			386.00	515.00	257.00	515.00	129.00	129.00	0.00	100.00	0.00	0.00	100.00	0
DDDC reimbursements April 2010 - subject to	1,998.00	999.00	999.00	999.00	999.00	999.00	999.00	999.00	999.00	999.00	0.00	999.00	999.00	999
DCC Footpath Grant	430.00	430.00	385.00	385.00	0.00	385.00	497.00	385.00	385.00	385.00	0.00	385.00	385.00	385
Burrial Ground	2,150.00	0.00	1,634.00	0.00	2,265.00	0.00	1,682.17	0.00	2,355.00	0.00	5,065.00	5,000.00	0.00	0
Website					0.00	0.00	160.00	0.00	160.00	160.00	180.00	160.00	160.00	160
Donations	0.00	0.00	5,024.50	0.00	1,499.20	0.00	5,015.59	0.00	934.00	0.00	0.00	0.00	0.00	0
VAT	491.19	0.00	152.64	0.00	3,420.95	0.00	591.71	0.00	875.04	0.00	476.40	875.04	0.00	1000
RECEIPTS WITHOUT PRECEPT	5,069.19	1,429.00	8,598.39	1,899.00	8,462.67	1,899.00	9,089.44	1,528.00	36,109.59	1,659.00	5,754.24	7,441.04	1,659.00	2,559.00
PRECEPT	14,166.00	14,166.00	14,150.00	14,166.00	14,150.00	14,166.00	14,574.00	14,574.00	14,719.00	14,719.00	14,719.00	14,719.00	14,719.00	14,719.00
TOTAL RECEIPTS	19,235.19	15,595.00	22,748.39	16,065.00	22,612.67	16,065.00	23,663.44	16,102.00	50,828.59	16,378.00	20,473.24	22,160.04	16,378.00	17,278.00
SURPLUS / (DEFECIT) for year to 31st March 2014	2,722.23	0.00	9,102.68	1,414.00	(7,603.91)	1,359.38	6,940.64	(40,762.00)	34,618.46	(40,240.50)	(9.89)	(7,919.24)	(40,240.50)	(29,636.00)

Balance brought forward											70,866.48			38,858.27
Balance at bank											70,866.48			
Expected end of year											38,205.39			10,222.27