

CASTLETON PARISH COUNCIL

MINUTES OF ORDINARY MEETING: 24th MARCH 2016, CASTLETON VILLAGE HALL

Present Cllrs. Fisher (Chair) (NF), Bradley (JB) Dale (PD) Garrow (NG) Moorhouse (BM) Topping (NT)
In attendance: Borough Councillor Sarah Helliwell (SH)
Residents Paul Borland, Steve Hayes, Alan Baskerville, Therese Mathews, Mark Priestley
Minutes Secretary J Topping

01/03/16 There were no apologies for absence

02/03/16 No Disclosable Pecuniary Interests declared

03/03/16 **Reports:**

A: County Councillor's Report – none.

B: Borough Councillor's Report: car park fees are to be increased. Local residents free parking permit times to be increased by one hour from 10am to 11am.

Litter bins – the design of plastic bins will be changed in due course, Concrete bins are programmed to be replaced with plastic ones. Councillor Helliwell has monies available from her Initiative Fund with could be used for a different type of bin, less accessible by birds. Bins are provided by a company called Glasdon.

Concern was expressed by Cllr Dale that the bin near the bench at Spittal Bridge had been removed and not replaced, supposedly because of insufficient use. Litter accumulates in the area and there is an ongoing problem with abandoned plastic bags of dog excrement. It was suggested that the CPC could write to Robin Cummins re the issue and Councillor Helliwell will report back on the issues raised and discussed.

C: Police Report – none.

04/03/16 **Public Participation:**

Playing Fields and Rugby Club lease. A new Playing Fields committee has been formed with Paul Borland as Chairman, who is also on the Rugby Club committee. Following legal advice, only the Parish Council, as Custodial Trustees of the Playing Fields committee, can sign a new lease for the Rugby Club, The draft lease will be amended and completed for the Rugby Club to be able to reapply for funding to improve the club house facility.

Following a child's injury and a subsequent insurance claim, the playing fields committee has decided that the playground equipment will be removed if no other local organisation (eg. Hollowford Centre) will take on responsibility for it.

A rota for the emptying of the bins on the playing field will be organised.

Planning Objection. Local farmers, Therese Mathews and Mark Priestley, voiced their objections to the Loosehill Hall YHA's retrospective planning application for the installation of 3 shower/toilet units for use of campers in the meadow adjoining the Hall. There is a DEFRA camping certificate for a 60 day licence (42 days consecutive) with no restriction on numbers apart from spacing (6 feet apart). A car parking area has been laid, subject to an enforcement order (John Scott, Chief Planning Officer, Peak District National Park Authority). There is currently no vehicular access to the field through the Hall's grounds. All traffic to the site would use Squires Lane, a single track, unadopted road maintained by the farmers.

Residents main concerns are increased traffic, environmental damage to the hay meadow and wild life, noise potential and intensification of use. The consultation period has been extended to 9th April 2016 for comments and the decision date is 11th April 2016. (See item 10/03/16 for CPC response)

05/03/16 **Minutes of Last Meeting and Matters Relating Thereto:**

record A NT proposed minor amendments which were agreed. The Minutes of the Ordinary Parish Council meeting held on 25th February 2016, with the amendments, were approved and signed by the Chair as a true and accurate of the meeting. Proposed by NG 2nd BM unanimous.

B i) Web site : no further discussion has taken place due to holidays.

B ii) Village noticeboards : BM has arranged for Mr John Hughes to inspect and recommend improvements.

B iii) Expenses are being incurred for the celebration of HM The Queen's birthday in June. The Chair passed a cheque for £500, payable to Mrs Nona Holwell, to PD. Receipts for expenditure will be provided.

2nd

B iv) The meeting confirmed the appointment of Ms Jo Taylor as the Council's Internal Auditor for the 2015-16 accounts and papers (now ready for inspection) at the agreed rate of £25 per hour plus travel expenses. Proposed NT, NG, unanimous.

06/03/16

Correspondence & DALC Circulars:

A: The Community Stakeholder Meeting with Cllr Helliwell and other interested parties re visitor/event anti-social/nuisance issues was attended by Cllr Fisher. The main concerns were parking and litter.

B: The letter from a resident requesting the erection of highways signs to assist with horse-related road safety issues was considered. This is a matter for Derbyshire County Council.

C: It was formally agreed to renew the DALC subscription at the lower level. Proposed by NG, 2nd BM, unanimous.

07/03/15

Finance:

A: The invoiced items were approved and payment by cheque authorised: Proposed by NT, 2nd BM, unanimous.

- Castleton Village Hall £18.00;
- Clerk's salary, use of home allowance and holiday pay, 01/03/16-30/03/16, 20hrs, total £289.04;
- Peak Park Parishes Forum 2016-17 subscription £12.00;
- DALC subscription 2016-17 at "level 1", £198.85;
- Peak Advertiser £86.40;

B: The income and receipts of the Council noted as follows:

- £50 cheque from J.N. Rowland for 2016-17 annual use of land at burial ground;

Also noted e-mailed acceptance of offer by the Cafe to continue with 12 month use of CPC land by sides of 3 Roofs Cafe; £360 cheque awaited prior to 1st April 2016.

C: The Council's monetary assets were noted as: NatWest Bank Current Account £3,692.05 (cash book after items above) and National Savings Investment Account £24,042.94. The bank reconciliation and latest current account statement not yet received

D: Noted that the Council's VAT Return for the year to 31st March has been completed and will be submitted (no further invoices being known of prior to this meeting) showing a reclaim of £111.73.

Ms C.B. Deacon has agreed to remain as Financial Officer until the 2015-2016 accounts are finalised and submitted for audit and until 30th April 2016. Proposed by BM, 2nd JB, unanimous.

Some sponsorship monies for Peveril Post have been received but some reminders have not yet been sent out.

08/03/16

Council Matters:

A: Policies and Procedures documents:

Complaints policy – has been completed, to be signed off.

Data Protection policy – completed

Freedom of Information procedure is included in Standing Orders

S.137 policy – completed.

Risk Assessment policy – to be modified and approved.

Action – outstanding matters for Policies and Procedures Documents Committee

B: The resignation of the Clerk/RFO, effective 30th March 2016 was accepted. She has agreed to remain as RFO until accounts finalised as previously noted.

Following the advertising of the post, seven applications have been received and interviews by NF, JB and NT of selected candidates will take place on Thursday 7th April 2016 in the Village Hall.

Action – NT will circulate candidates' applications to all councillors.

C: The 2016 Annual Parish and Annual Parish Council Meetings will take place on Thursday 26th May, 2016 at 6.30pm, Village Hall.

09/03/16

Condition of Village:

A: i) Visitor Centre – discussed by Peak District National Park committee on 4th March, 2016 and the planning process should be completed by June, 2016. There has been no follow up information from PDNPA.

Action – NG to check their website and forward a link to members.

ii) Playing Fields – discussed and reported above

B: Cllr Bradley raised a suggestion from a school parent that a barrier erected on the pavement edge outside the school gates could improve safety for the children. Councillors agreed that the CPC would support the school if they contact the Education Department of DCC

Action – Agenda item for April meeting. Proposed JB, 2nd PD, unanimous.

Care4Castleton – ongoing project. Hanging baskets will be distributed to shops and businesses soon.

10/03/16

Planning:

A: NP/HPK/0216/0102 - Loosehill Hall. Objections to be lodged with PDNPA.

Action – BM and NT

PD suggested that Planning issues be formally moved up the agenda. It was noted that that the agenda can be flexible.

11/03/16

Items for Peveril Post:

None.

Meeting closed 9.30pm.

Chairman Councillor Fisher reported that he has not accepted the Chairman's allowance because of the complications of banking and taxation.