

CASTLETON PARISH COUNCIL

MINUTES OF ORDINARY MEETING: 30th NOVEMBER 2017, CASTLETON VILLAGE HALL

These Minutes are hereby approved as a true and accurate record of the above meeting following Resolution of the Council at its meeting on 29th January 2018.

Signed Chair of meeting

In attendance: Cllr. N. Fisher, Cllr. N. Topping, Cllr. P. Dale, Cllr. A. Darlington, Cllr. B. Moorhouse, Cllr. N. Spooner and Cllr. J. Bradley.

Also present: Clerk – Mrs L. Gibbs and 1 resident.

Meeting commenced 7.00pm.

01/11/17 No apologies were received as all Councillors were present.

02/11/17 Cllr. Topping declared a pecuniary interest in Item 07/11/17 Bv, payment of £67.77 to be made to Mrs J. Topping, Care 4 Castleton, for plants for the village planters.

03/11/17 **Reports:**

A: County Councillor's Report: not present

B: Borough Councillor's Report: Apologies received from Cllr. Helliwell, who sent a report for the Clerk to read advising that HPBC website and social media are constantly developing and that residents can now log on to their own HPBC account to see details of services, pay bills etc. Cllr. Helliwell has also recently attended the Hope Valley Neighbourhood Watch meeting with the Police, which was useful as the Police can't attend Parish Meetings. She will try to attend the next one in the Spring and feedback general Police and security issues.

C: Police Report: not present. A short discussion was had around removing this item, however it was decided it was useful to have a place to discuss these issues even if the Police themselves were not in attendance.

04/11/17 **Public Participation:**

Paul Borland attended the meeting to give an update on the last 12 months for the Playing Field Committee. Copies of the Accounts and a report on the children's play area, car park, Rugby Club lease, drainage and rubbish were circulated and discussed. Cllr. Fisher congratulated Paul and the Committee on the work they have done in turning things round.

05/11/17 **Minutes of Last Meeting and Matters Relating Thereto:**

A: The Minutes of the Ordinary Parish Council meeting held on 26th October 2017 were considered. The Minutes were then approved and the Chair signed them as a true and accurate record of that meeting, (prop NT, sec PD, unan).

B: There were no matters to discuss relating to the minutes of the last meeting.

06/11/17 **Correspondence & DALC Circulars:**

A: The following correspondence, received and pre-circulated to Members by email, was noted and discussed:

- i) DCC - Information from the Parish and Town Council Liaison Forum on 21/09/17
- ii) DCC - Derbyshire Police and Crime Panel Newsletter
- iii) Civic Voice – War Memorial News x 2 issues
- iv) PDNPA – Photography Competition

- v) Citizens Advice Bureau – High Peak Quarterly Impact Report
- vi) PDNPA – Draft Transport Design Guide Supplementary Planning Document Consultation
- vii) PDNPA – Modification to the Publication Version of the Development Management Policies Document
- viii) PDNPA – Review of the PDNPA Statement of Community Involvement – Pre-Consultation Stage
- ix) DALC – Circular 13/2017
- x) Bakewell & Eyam Community Transport – Shopping Service – Poster (by post)
- xi) DALC – Circular 14/2017
- xii) Hope Careline – request for donation to be added to the agenda for the meeting in January.

07/11/17

Finance:

A: The Council's monetary assets are: National Westminster Bank Current Account £12, 589.99 (includes refund of VAT from Northend Print) and National Savings Investment Account £24,187.40. The Chair examined, approved and signed the bank reconciliation and latest current account statement.

B: Resolved to pay the following invoiced items by cheque (prop BM, sec JB, 6 in favour, 1 abstention):

- i) Clerk's salary, use of home allowance and expenses, 26/10/17 – 29/11/17 - £290.86
- ii) Peter Outram – Grounds Maintenance for October. Original cheque cancelled as invoice shows incorrect total. Also, overpayment in September for same reason. Totals recalculated and invoices re-presented. Amount to be paid - £247.00
- iii) Castleton Village Hall, Room hire, October meeting - £18.00
- iv) Castleton Village Hall, Room hire, Hope Valley First Responders Training 29/10/17, Funding agreed in Minute No. 07/04/17 E, under S.137 - £9.00
- v) Mrs J Topping, Care 4 Castleton, plants - £67.77, under S.137
- vi) Mr G Middleton-Taylor, Care 4 Castleton, plants - £132.17, under S.137
- vii) Coppa Estates Ltd, refund of payment made in error - £100.00

C: Resolved to note the following income and receipts of the Council:

- i) Northend Print – refund of VAT - £83.00
- ii) Coppa Estates Ltd, payment made in error, to be refunded, see 07/11/17 Bvii - £100.00

08/11/17

Council Matters:

A) The application for an additional inscription at Castleton Burial Ground for the late Barbara Darnborough was granted with the conditions that the script and the colour are the same as the original inscription.

B) It was agreed that the Parish Council should be registered for Data Protection and the clerk was instructed to obtain a quote and instructions on how to do this.

C) The Grounds Maintenance Contract for 2018/19 was discussed and the clerk was instructed to advertise an invitation for tenders on the Noticeboard, Website and Parish Magazine or Peveril Post, with a closing date in the middle of January.

D) The Castleton Parish Council Risk Assessment was discussed and accepted, and signed by the Chairman (prop. BM, sec. JB, unan). It was also agreed that the clerk would have 2 memory sticks to backup Council documents so one could be held either by the Chairman or stored elsewhere in case of fire etc in the clerk's home.

E) Following Cllr. Twigg's unavailability, Cllr. Dale is to get in touch with an alternative contact who may be able to advise on the process of developing a Neighbourhood Plan, with a view to inviting her to the meeting in January.

F) Following a short discussion on the budget/precept for 2018/19 it was agreed that Cllr. Fisher and Cllr. Topping would prepare a draft budget for presentation at the January meeting.

09/11/17

Condition of Village:

A) Cllr. Topping reported that there is no update on the Proposed Traffic Regulation Order this month. (Cllr. Bradley and Cllr. Topping left the meeting)

B) Due to the increase in instances of dog fouling in the Village, the clerk has contacted HPBC to see if it was possible to get some additional signs put up. They have referred us to DCC where it is possible to order signs but only 1 per household. It was agreed to see what these are like and if they are suitable order more and if not look at other options.

C) Cllr. Darlington suggested Dirty Lane as an option for some work under the Rights of Way Minor Maintenance Agreement. Resolved Cllr. Darlington to look into this matter.

D) There were no additional items requiring noting and urgent discussion.

10/11/17

Planning:

A: There were no applications to be discussed and the Council's views reported to PDNPA.

B: There were no planning decision notices, as notified by PDNPA, to be noted:

11/11/17

Items for Parish Magazine/Peveril Post: Notes to be produced by the clerk.

Meeting closed 9.20pm.