

# Dethick Lea & Holloway Parish Council

## Chair 2016-17

Councillor Ian Hooker  
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## Clerk to the Parish Council

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## MINUTES – 1 February 2017

Minutes of Dethick, Lea and Holloway Parish Council Meeting held in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway on Wednesday 1 February 2017.

**Councillors:** Ian Hooker (Chair)  
Barbara Wright  
Joan Ward  
Helen Aldred  
Steve Hannath  
Joy Stevenson

**Also present:** T Walker (Parish Clerk)  
4 members of the public

### Non-Confidential Items

**2767. To receive apologies for absence** – Cllrs Bert Sheppard, Mike Taaffe-Finn and Pat Ward

**2768. To consider motions for variations of business**

**RESOLVED:** To bring forward planning application AVA/2017/0045 to be discussed after 'Public speaking'.

**2769. Declaration of member's interests at meeting**

The Clerk had previously indicated to the Chairman that he would leave the meeting when item 26 (Consider payment for additional hours worked by the Clerk) was discussed.

**2770. Public Speaking**

A Governor from Lea Primary School delivered a statement in relation to the village playgroup. It was explained that the playgroup was established 50 years ago, and was run by volunteers. There are currently 60 children on roll. When the current committee finish, there are no volunteers to take over. There are also various Ofsted requirements that must be met. Potentially, the playgroup could therefore close in July this year. Lea Primary School have indicated that they may be interested in taking over, but the age range would be slightly different and alternative accommodation was being looked at.

A resident made suggestions in relation to the layout of the parish council's budget monitoring report and how income and expenditure for the HLF project and the Neighbourhood Plan could be shown.

**RESOLVED:** Clerk to seek advice from the internal auditor.

**2771. To approve and sign the minutes of the meeting held on 4 January 2017.**

**RESOLVED:** To approve the minutes as a true record. Vote: 5 for / 1 abstention.

**2772. To determine which items, if any of the Agenda should be taken with the public excluded.**

In view of the confidential nature of item 26 (Consider payment for additional hours worked by the Clerk) press and public to be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

**2773. Chairman's Announcements**

- **Clarification of insurance and maintenance liability for public toilets**

The Clerk confirmed that AVBC have said that they provide insurance for the building itself, but this does not extend to fixtures and fittings. We are required to provide public liability insurance, which we do. The Parish Council is responsible for maintenance and all other running costs.

**RESOLVED:** Clerk to contact AVBC and state that the Parish Council are of the opinion that when items such as sanitary ware are permanently installed, these should be covered by the building insurance.

- **Parish Magazine Editor**

Richard Hibberd has stepped down from the parish magazine and wanted to say that he has enjoyed his time as editor and thanked the Parish Council for their support. He said that the constraints placed on him by DLH Together had led to him stepping down.

**2774. Damage to grass at the "Green" - Church Street / Mill Lane**

Cllr Hooker described the damage to the grass which had been caused by large vehicles mounting the kerb on the bottom corner. Ideas were discussed as to how the problem could be addressed.

**RESOLVED:** (1) Clerk to contact Derbyshire County Council Highways Department to highlight the problem and ask them to consider realigning the road so that large vehicles can take the corner without mounting the kerb. (2) Clerk to request that a Highways representative contact Cllr Hooker to arrange a mutually convenient time to meet on site to look at possible solutions to the problem, together with another highway matter opposite Lea Primary School.

**2775. Adopt draft Risk Assessment document for Parish Council activities**

**RESOLVED:** Item deferred to future meeting.

**2776. Approve 2016/17 Footpath Maintenance Scheme Claim**

**RESOLVED:** To approve the submission to DCC for £430.00

**2777. Update on Neighbourhood Development Plan**

Cllr Hooker gave an update on progress. Working Groups were progressing and are now at different stages. There are groups for the grant, aims and objectives, the questionnaire and a housing group. A programme of training is also being arranged.

**2778. Update on Neighbourhood Planning Grant Application**

Cllr Hooker confirmed that the Neighbourhood Plan grant of £1330 had been received. Also, a cheque had been received from Guy Martin to cover the cost of the room hire for the January meeting. This was passed to the Clerk.

The Clerk indicated that it would be necessary for the Steering Committee to indicate which funding pot should be used to pay for each item of expenditure put forward for payment – the CVS grant or the NP grant.

**RESOLVED:** For the Clerk to use the funds from the CVS grant to pay for the December room hire (£22).

**2779. Update on Memorial Gardens HLF project – Cllr J Ward**

Cllr J Ward gave an update. Work was progressing well and a wall had been re-built. Lea Gardens had donated a shrub and a request had been received to dedicate a bench. A discussion followed regarding whether or not to continue to bring benches in over the winter. A decision on this was deferred until summer. Cllr Ward was thanked for her input into the project.

**RESOLVED:** To use £890 of HLF funding to pay for tree works scheduled to be carried out by Thompson Tree Services at the Memorial Garden.

**2780. Consider quotation and designs for new signage at the Memorial Gardens**

Cllr Ward explained that there was a possibility that a stone sign could be provided for the Memorial Garden. There was interest in the idea and there was a suggestion that the stone could have the name of the site and the date engraved on it. Cllr Ward said that she would obtain prices for the work.

A discussion took place regarding the draft sign and quotation that had been circulated by the Clerk. Various amendments were agreed.

**RESOLVED:** (1) To abandon the idea of a secondary sign containing the contact details for the Parish Council and the warning and prohibition graphics. (2) To change name on the main sign from 'Memorial Garden' to 'Memorial Grounds'. (3) To install only one sign at the Church Street entrance. (4) To proceed with the green version of the sign (4 for / 1 against / 1 abstention).

**2781. Withdraw 'War Memorial Pleasure Grounds' from Charity Commission Register**

**RESOLVED:** For the Clerk to withdraw the 'War Memorial Pleasure Grounds' from Charity Commission Register.

**2782. Play Facilities at Lea Recreation Ground – Cllr Wright**

Cllr Wright explained that there are limited play facilities for older children now that goal posts have been removed. It was suggested that external funding could be sought in order to purchase additional play features such as a zip wire.

**RESOLVED:** To authorise Cllr Wright to investigate / seek external funding on behalf of the Parish Council for additional play facilities that would suit older children.

**2783. Battle's Over - A Nation's Tribute & WW1 Beacons of Light 11 November 2018**

**RESOLVED:** Members to gauge opinion on the idea and consider possible sites and report back to a future meeting.

**2784. Restricting Permitted Development through ‘Article 4’ – Report from Planning Working Group**

Cllr Aldred explained that she was still trying to obtain more information. Cllr Hooker said he was also waiting for a response from AVBC and was considering an article for the parish magazine aimed at encouraging people to take a responsible approach to details of older properties in the conservation area.

**2785. DALC subscription for 2017/18**

**RESOLVED:** To opt for the basic level 1 subscription priced at £241.13

**2786. Update on Holme Close – Cllr Stevenson**

Cllr Stevenson provided information about further break-ins and thefts. Following the meeting in December it was understood that some matters have not been dealt with.

**RESOLVED:** (1) For the Clerk to ask Futures Homescapes to consider setting up a working group that would meet on a monthly basis to progress the issues being experienced. The working group to consist of representatives from Futures Homescapes, the Police, the PCC’s Office and residents from the flats. (2) For the Clerk to ask Cllr Taylor for the names and contact details of Borough Councillors responsible for housing matters.

**2787. Due to the time, a vote was taken to continue the meeting beyond 9pm**

**RESOLVED:** For the meeting to continue

**2788. Planning Matters – Planning applications for consideration**

<b>AVA/2016/1280</b>	<b>Manor Farm Dethick Dethick Matlock</b> Demolition of existing steel frame agricultural building. Erection of new steel frame agricultural building.  <b>COMMENT: No comment.</b>
<b>AVA/2016/1281</b>	<b>Manor Farm Dethick Dethick Matlock</b> Listed building consent for demolition of existing steel frame agricultural building. Erection of new steel frame agricultural building.  <b>COMMENT: No comment.</b>
<b>AVA/2017/0045</b>	<b>Land at, Church Street, Lea, Matlock</b> Agricultural Shelter/Storage Building.  <b>COMMENT:</b> The Parish Council is concerned about the size of the building in relation to the land on which it is build, which will not accommodate the number of animals for which it is projected. The visual impact could be reduced with the removal of the existing building which the owners have indicated they are willing to do. We draw attention to the comments made by DCC

	highways. We note that this is part of a high sensitivity area of land as described in the latest AVBC survey.
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## 2789. Financial Matters

### (a) Expenditure – To approve the following payments

Cheque No.	Payee & Details		Total
<b>2277</b>	<b>Clerk</b> Wages – January - 43.33 hours (Net) plus Use of home as office – January (Net)  Mileage: 72 miles @ £0.45 28/12/16 Home/Holloway/Home (24 miles) 4/1/17 Home/Holloway/Home (24 miles) 9/1/17 Home/Holloway/Home (24 miles)  Vonage - Parish phone line TalkTalk - 50% Line rental & Broadband contribution	£458.69   £32.40  £10.00 £10.46	<b>£511.35</b>
<b>2278</b>	<b>Warden</b> Wages (to 21 January 2017) – 74 hours @ £7.20 (Net)  Mileage: 29 miles @ £0.45 per mile Texts & Phone calls 12 @ £0.10 Materials: Wood stain, brushes, dust sheets, LED light and data stick	£532.80  £13.05 £1.20 £29.65	<b>£576.70</b>
<b>2279</b>	<b>HMRC</b> – Income Tax / NI		<b>£114.80</b>
<b>2280</b>	<b>Keptkleen Ltd</b> – Holloway Public Conveniences (weeks 48-52) Invoice No. 873		<b>£120.00</b>
<b>2281</b>	<b>The Florence Nightingale Memorial Hall Fund</b> – Room hire for Neighbourhood Plan (13/12/16)		<b>£22.00</b>
<b>2282</b>	<b>DLH Together</b> – Annual grant		<b>£200.00</b>
<b>2283</b>	<b>Derek Meakin</b> – Repairs to shelter, Lea Rec		<b>£375.00</b>
<b>2284</b>	<b>Peter Robinson</b> - Removal of shrubs at the Receiving House		<b>£50.00</b>
<b>2285</b>	<b>D.A.B. Graphics Ltd</b> – Cemetery noticeboard		<b>£1214.40</b>
<b>DD</b>	<b>British Gas</b> – Holloway Public Conveniences (14/12/16)		<b>£7.82</b>
<b>DD</b>	<b>AVBC</b> – Rates for Toilets at Church Street – 10 <sup>th</sup> payment		<b>£41.00</b>

**RESOLVED:** (1) Payments to be made as above. (2) For the Clerk to ask DLH Together for details of specific projects on which the grant is to be used.

**Void / cancelled cheques:** None

**(b) Income** - Noted

Ref No.	From / Details	Amount
<b>BACS</b>	Monthly interest from Nat West Account (30/12/16)	<b>£0.33</b>
<b>100655</b>	Thomas Greatorex – Exclusive rights and interment fee	<b>£530.00</b>

**(c) Bank Reconciliation & Budget Monitoring Report - Noted**

**2790. Derbyshire Association of Local Council's Circulars - Noted**

DALC Ref	Details
18/2016	Internal Audit - HR Employment future for Town & Parish Councils - Stoney Middleton PC Survey
Email 3/1/17	Battle's Over - A Nation's Tribute & WW1 Beacons of Light 11 November 2018
1/2017	Summary of important 2016 elements of circulars
2/2017	Subscription charges 2017/18 - Transparency Code for Smaller Councils - Smaller Authorities Audit Appointments (SAAA) 2017/ 18 – 2021/22 returns - NALC New Year Message - HR Matters - Grants - How elected members can improve the health of their communities

**2791. Information Items/Correspondence (previously circulated by E-mail) - Noted**

From	Details
AVBC	Committee Papers for Licensing Board
Police SNT	Police surgery dates
DDDC	Derbyshire Dales Local Plan Submission December 2016
FDVL	Friends of the Derwent Valley Line Open Meeting, 17/1/17
DDDC	Derbyshire Dales Local Plan Submission December 2016- Revised Notice of Submission
DDDC	Appointment of new inspector
AVBC	Committee Papers for Full Council
PCC	Engagement Opportunities
AVBC	Committee Papers for Improvement & Scrutiny Committee
AVBC	Committee Papers for Cabinet
DLH Together	Request for Grant from DLH Together
Parish Clerk	Schedule of work carried out for 2016/17 - Rights of Way Minor Maintenance Agreement

**2792. Agenda items for the next meeting on 1 March 2017**

Restricting Permitted Development through 'Article 4' – Update from Planning Working Group

**Confidential Items**

**2793. Consider payment for additional hours worked by the Clerk**

**RESOLVED:** (1) To pay overtime incurred by the Clerk between June 2016 and January 2017 as circulated. (2) To increase the number of contracted hours worked by the Clerk from 10 hours to 12 hours per week with immediate effect.

**Meeting closed:** 9.18 pm