

Dethick, Lea & Holloway Parish Council

Chair 2018-19

Councillor I Hooker
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Clerk to the Parish Council

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MINUTES – 5 September 2018

Minutes of Dethick, Lea and Holloway Parish Council Meeting held in the Florence Nightingale Memorial Hall, Yew Tree Hill, Holloway on Wednesday 5th September 2018.

Councillors: I Hooker (Chair)
B Sheppard (To 9pm)
J Stevenson
B Wright

Also present: T Walker (Parish Clerk)
1 member of the public
Cllr David Taylor (Borough/County Council)

3168. To receive apologies for absence – Cllrs S Hannath; P Ward, H Aldred, and J Ward
BCA

3169. To consider motions for variations of business

RESOLVED: To bring forward item 15 - Consider correspondence regarding plot size, plot spacing and access to graves at Holloway Cemetery.

3170. Declaration of member's interests at meeting - None

3171. Public Speaking

A resident raised concerns regarding poor access to graves, especially in the winter due to the slope and lack of path and steps. The size of graves and spacing was also mentioned as the graves appear to be too close together. The dimensions of headstones were also mentioned.

Cllr Taylor gave an update. AVBC full council had been cancelled. The green belt review is ongoing. A meeting of NHS Clinical Commissioning Group (CCG) had revealed the need for savings of 3% and a £95m shortfall in Derbyshire. There was a need to save £51m which will mean services including voluntary services will have to be slashed which is very concerning. The Secretary of State may have to be contacted. A further meeting is planned for 2pm on Monday.

3172. To approve and sign the minutes of the meeting held on 4 July 2018

RESOLVED: To approve the minutes as a true record.

3173. To determine which items, if any of the Agenda should be taken with the public excluded.

RESOLVED: To take item 10 with the public excluded.

3174. Chairman's Announcements

- Mike Taaffe-Finn has resigned from the parish council due to ill health. Mike has been a member of the parish council for more than 9 years and has been an active member of the memorial hall and carnival committees. The clerk was asked to formally thank Mike for his work on the parish council and in the wider community and wish him a swift recovery.
- The procedure for filling a councillor vacancy was explained and the clerk was asked to begin the process.
- Apologies were given for the delay in submitting the magazine article regarding the shelter on Lea recreation ground. This will now appear in the next available edition.

3175. To note the completion of the review of the Annual Governance & Accountability Return (AGAR) for 2017/18 by PKF Littlejohn LLP (External Auditor)

RESOLVED: To note the completion of the 2017/18 Annual Governance & Accountability Return (AGAR).

3176. To approve the quotation from B Wood for internal audit services for 2018/19

RESOLVED: To accept the quotation from B Wood for internal audit services 2018/19.

3177. Update - Grass cutting at Holloway Cemetery

The clerk confirmed that the first cut was carried out by DCC on 6th August and the second is scheduled for 10th / 11th September

3178. Consider quotations for cutting the holly hedge and yew hedge at Holloway Cemetery

RESOLVED: (1) To accept the quotation from S Burrows providing insurance details and a risk assessment and method statement is provided and all arisings are to be removed from site. (2) If this cannot be achieved the clerk to accept the quotation from DCC.

3179. DCC Action Grant – Holloway Cemetery or another project

RESOLVED: (1) For councillors to discuss project ideas and eligibility with DCC. (2) For this item to be discussed at the October meeting and possible projects considered.

3180. Update - Repairs to memorial grounds boundary wall

RESOLVED: To defer this item until further information is available.

3181. Consider correspondence regarding plot size, plot spacing and access to graves at Holloway Cemetery

RESOLVED: (1) For the clerk to remind funeral directors to ensure grave size and spacing as described in the cemetery regulations are observed. (2) For the clerk to look at headstone and base dimensions and make recommendations for changes to the cemetery regulations if required. (3) Cemetery Working Group to make

recommendations to a future parish council meeting regarding an access path / steps and where the next row of graves should be located.

3182. Derbyshire Lamp Post Poppy Campaign 2018 – Agree arrangements and dates for putting up and taking down the poppies

The Chair confirmed that the poppies had arrived. The clerk explained the safety guidelines issued by DCC for putting up and taking down the poppies and the Chair signed the method statement provided.

RESOLVED: (1) For the poppies to be put up on Saturday 13th October 2018. Volunteers to meet at 1pm outside the Florence Nightingale Memorial Hall. (2) For the clerk to contact the scout group to ask if they would assist with putting up and taking down the poppies.

3183. Candlelight Procession to commemorate 100 years since the end of the First World War - Saturday 10th November 2018

a. Update on the event preparation and content

The clerk gave an update. The candlelight procession will start at Lea Primary School and finish at the Florence Nightingale Memorial Hall. The Memorial Hall has been booked from noon to 10pm and the cost will be £60. The school have agreed to open the gates so that the school drive can be used as an assembly area and the LED candles given out. An article has been submitted for the September edition of parish magazine.

The following action were agreed: -

- Clerk to contact supplier regarding PA equipment for the procession and also find out what PA facilities are available inside the memorial hall. Also, arrange flyers.
- Cllr Wright to contact the school regarding children singing on the procession and afterwards in the memorial hall. Also, establish whether additional bunting is needed and arrange refreshments for after the procession.

b. Set up working group to help plan the activities after the procession

RESOLVED: Working Group to be Cllrs I Hooker, J Stevenson, B Wright, J Ward and S Hannath.

c. Accept an offer of £500 funding towards the cost of the event from Cllr Taylor / DCC

RESOLVED: To accept the offer of £500 funding from Cllr Taylor / DCC.

d. To approve the purchase of 200 LED candles and 400 AA batteries at a cost of approximately £261.33 plus VAT

RESOLVED: For the clerk to proceed with the purchase of 200 LED candles and 400 AA batteries at a cost of approximately £261.33 plus VAT.

e. To approve the purchase of a banner to advertise the event at a cost of approximately £80-£100 plus VAT (including design)

RESOLVED: For the clerk to proceed with the purchase of a banner to advertise the event at a cost of approximately £80-£100 plus VAT (including design).

3184. Ringing out for peace event - November 11th 2018 - 7.05pm

The clerk confirmed that both Christ Church and St John the Baptist have agreed to take part in the event.

3185. Update on Neighbourhood Development Plan

Cllr Hooker gave an update. A group of volunteers are working on improving the draft plan. When this is done we will move to the next stage, which will involve consultation. Eventually, the final draft plan will be submitted to AVBC.

3186. Consider £50 donation to Poppy Appeal for Remembrance Day wreath

RESOLVED: To approve payment of £50 donation to Poppy Appeal for Remembrance Day wreath

3187. To approve a payment of £25 to J Swindell to cover expenses incurred whilst strimming to clear public footpath

RESOLVED: To approve payment of £25 to J Swindell to cover expenses.

3188. Consider changes to the lighting at the public toilets on Church Street, Holloway

RESOLVED: To monitor the situation for the time being.

3189. Planning Matters – Planning applications for consideration

Cllr Sheppard left at this point (9pm)

AVA/2018/0582	Wakebridge Farm Wakebridge Matlock Derbyshire DE4 5HD Redevelopment of Wakebridge Farm to form a sheep dairy enterprise with associated creamery, hotel, bar and restaurant and the siting of two timber framed cabins to house agricultural workers for a period of three years. COMMENT: Dethick, Lea and Holloway Council would draw attention to the increase in traffic through the parish area and would suggest improvements to the highway to compensate.
AVA/2018/0583	Wakebridge Farm Wakebridge Matlock Derbyshire DE4 5HD Listed building consent for the redevelopment of Wakebridge Farm to form a sheep dairy enterprise with associated creamery, hotel, bar and restaurant. COMMENT: Dethick, Lea and Holloway Council would draw attention to the increase in traffic through the parish area and would suggest improvements to the highway to compensate.
AVA/2018/0686	Land at Dethick Lane Dethick Matlock Derbyshire Application for 4 Extra Car Boot Events per Calendar Year in addition to the 14 Events Permitted by Schedule 2 Part 4 Class B

	<p>of the Town and Country Planning (General Permitted Development) (England) Order 2015</p> <p>COMMENT: Dethick, Lea and Holloway Parish Council object on grounds of access to the public footpath being restricted when the events take place. Also, litter is left behind on surrounding roads following the events and traffic levels are excessive.</p>
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3190. Planning Matters – For information only

APP/M1005/W/18/3201146	Bow View, Church Street, Lea, Matlock, DE4 5JP ***Appeal Decision – Dismissed***
TRE/2018/0319	8 Lea Road Lea Bridge Matlock DE4 5AH 1a Nightingale Close T1 Conifer - Reduce height by 1.5m and width by 0.6m T2 Conifer - Reduce height by 1.5m and width by 0.6m 8 Lea Road T1, T2 T3 (Conifers) - Reduce height by 1.5m and width by 0.5m T4 T5 (Conifers) - Reduce height by 1.5m T6 (Conifers) - Reduce height by 1m T7 (Ash) - Remove lower hanging branch at 2m and one at 4.5m T8 (Ash) - Remove four overhanging branch 4m
AVA/2017/0721 Application Withdrawn	Old Lead Works Site Off Lea Road Lea Bridge Matlock Derbyshire Outline Application (with Some Matters Reserved) for 8 Two Storey Dwellings on the former Old Lead Works (This is a Departure from the Adopted Amber Valley Borough Local Plan) *** Application Withdrawn ***

3191. Financial Matters

(a) Expenditure – To approve the following payments

Cheque No.	Payee & Details		Total
2460	Clerk Wages - August - 52.143 hours (Net) Use of home as office – August Mileage: 74 miles @ £0.45 29/6/18 Home/Holloway/Home (24 miles) 4/7/18 Home/Holloway/Home (24 miles) 16/7/18 Home/Lea Bridge/Holloway/Lea/Home (26 miles) Vonage - Parish phone line (2 months) TalkTalk - 50% Line rental & Broadband contribution (2 months) Stationery items – refill pads, punch pockets and sticky notes Postage stamps	£603.77 £33.30 £24.50 £25.00 £4.66 £20.88	£712.11
2461	Warden		£414.23

	Wages (August)	£414.23	
2462	HMRC – Income Tax / NI (August)		£152.29
2463	Keptkleen Ltd –Toilet cleaning – Invoice 1092		£124.80
2464	Keptkleen Ltd –Toilet cleaning – Invoice 1108		£156.00
2465	The Florence Nightingale Memorial Hall Fund – Room hire for PC meetings 4/4/18, 2/5/18 & 6/6/18		£66.00
2466	The Florence Nightingale Memorial Hall Fund – Room hire for NP meetings 16/5/18 & 20/6/18 plus projector 21/3/18		£54.00
2467	Roger Elliott – Additional work to Receiving House		£50.00
2468	Emery Landscapes Ltd – Tree work at Lea Rec – £190 plus VAT		£228.00
2469	RBL Poppy Appeal - Lamp Post Poppy Campaign 2018		£419.00
2470	PKF Littlejohn LLP – External Auditor’s fee		£240.00
2471	J Swindell – Strimming expenses		£25.00
DD	ICO – Data Protection Registration fee 2018-19		£35.00
DD	British Gas – Electricity for toilets (18/07/18)		£12.68
DD	British Gas – Electricity for toilets (14/0818)		£7.67
DD	Waterplus – Church Street, Holloway toilets		£68.76

RESOLVED: To approve payments as listed above.

Void / cancelled cheques: None

(b) Income - Noted

Ref No.	From / Details	Amount
BACS	Monthly interest from Nat West Account (29/6/18)	£1.27
BACS	Monthly interest from Nat West Account (31/7/18)	£1.34
100682	Donations - Derbyshire Lamp Post Poppy Campaign 2018	£419.00
100683	Memorial Fee	£100.00

Void / cancelled paying in slips: None

(c) To note Bank Reconciliation & Financial Summary Report (Previously circulated) - Noted

3192. To consider Derbyshire Association of Local Council’s Circulars (Previously circulated by Email) - Noted

DALC Ref	Details
Email	Remembrance Day Silhouette Grant Scheme: Deadline extended
Email	Joint Police and Fire Open Day
Email	Invitation to Key Services Day 19th July 2018
Email	Joint Police and Fire Open Day
Email	Launch of Derbyshire Excellence Awards for DALC Member Local Councils - call for entries

10 - 2018	DALC Annual Executive Meeting and Annual General Meeting - The Dave Mackay Lounge, Derby County Football Club, Pride Park, Derby DE24 8XL
11 - 2018	AGM - Exec Vacancies - NALC Larger Councils Comm - Civil Society Strategy - Code of Conduct - Precept capping deferral - Princes Countryside Fund - Power to increase taxation - Community-led housing - Women's Awards
Email	Dementia Friendly Communities Workshop Matlock
Email	Derbyshire Excellence Awards

3193. To consider items of correspondence (Previously circulated by E-mail) - Noted

From	Details
Crich PPG	N.A.P.P. June 2018 E-bulletin
DCC	Minutes of the Derwent Valley Line CRP Meeting
DCC	Derbyshire County Council Bus Strategy
AVBC	Water Shortages in Amber Valley
DCC	Supporting Severn Trent with `Saving Water' messages
AVBC	Water Shortages in Amber Valley
DCC	Derbyshire County Council Bus Strategy
Derbyshire Constabulary	Officers get on their bikes for patrols in the Amber Valley
AVBC	Committee Papers for Planning Board
FDVL	Friends of the Derwent Valley Line - Open Meeting Tuesday 17th July 2018
Derbyshire Police	Police and Crime Commissioner Dhindsa - Listening to You consultation - Have your Voice Heard!
Crich PPG	Crich Fete
AVBC	Committee Papers for Governance and Audit Board
AVBC	Committee Papers for Improvement & Scrutiny Committee
AVBC	Committee Papers for Licensing Panel
Derbyshire PCC	Derbyshire Constabulary & Derbyshire Fire and Rescue Service - OPEN DAY
AVBC	Committee Papers for Full Council
RAD	Affordable Rural Housing
Severn Trent	Sewage Treatment Works, Lea Road, Cromford
FDVL	Friends of the Derwent Valley Line - Open Meeting 17/7/18
AVBC	Derbyshire Constabulary & Derbyshire Fire and Rescue Service - OPEN DAY
DDDC	Derbyshire Dales Community Infrastructure Levy
Resident	Holloway Cemetery
DCC	Action Grants
Resident	Lights at public toilets
DCC	Derwent Valley Line Train Service and Rail Replacement Buses during Derby Resignalling Work
Crich PPG	Various matters
AVBC	Safer Amber Valley News
DCC	Modern Slavery Newsletter Edition 2
DVMWHS	Your Invitation - Our World Heritage Site: Our Future
Crich PPG	Notes of the recent meeting
AVBC	Amber Valley Borough Council Annual Reports

Crich PPG	NAPP July-August 2018 E-bulletin
Groundwork	Free Walking Festival in Amber Valley 15 - 30 September 2018
Derbyshire Police	Press release
Member of public	Planning applications AVA/2018/0582/3
DCC	Royal British Legion - Derbyshire Lamp Post Poppy Campaign 2018
DPCC	County Lines or "Going Country" leaflet

3194. Agenda items for the next meeting on 3 October 2018

- Speeding motorcycles on Lea Road, Lea Wood

Confidential Items

3195. Update – Parish Warden

An update was given by the clerk and the Chair.

Meeting closed: 9.20pm