

# ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

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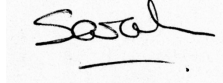
18<sup>th</sup> January 2016

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **25<sup>th</sup> January 2016 at 7.30pm at the Village Hall, Rowsley.**

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.  • Ted Cadogan - Chatsworth	To note and action
4. It was agreed that the end of Item no 9 a resolution to exclude members of the press and public in order to discuss the following item under the Public Bodies (Admission to Meetings Act 1960).	
5. To approve the Minutes of the Meeting held on 23 <sup>rd</sup> November 2015	To approve
6. Matters Arising (non decision making) • Bakewell Mannerians use of Recreation Ground confirmed for 2016 for Under 13s • Defibrillator • Parking and signage in Rowsley and lorries on School Lane • Waymark on FP4 - sharp bend on Peaktor Lane west to Stantonhall Lane has been approved by Haddon Estate and the Ramblers' Association informed • Planning • Recreation Ground items • Burial Ground items • Correspondence – actioned as agreed at the meeting • Village Correspondence – actioned as agreed. • Snow Scheme – Feedback so far?	To note Agenda Item 7 Agenda Item 8 To note  Agenda Item 9 Agenda Item 10 Agenda Item 11 To note To note To discuss
7. Defibrillator	Update
8. Parking and signage in Rowsley and lorries on School Lane	Update
9. Planning Applications New:	To note
• Peak Park: ○ DDD/1198537 - Stanton Moor Quarry – Determination of Conditions • Derbyshire Dales: ○ 15/00741/FUL - Peak Village Estates Ltd. Chatsworth Road, Rowsley, Derbyshire DE4 2JE - Use of outdoor area for assembly and leisure (Use Class	

D2) and outdoor market (Use Class A1) and farmers market

Existing:

- Peak Park:
  - NP/DDD/0715/0718 - Bridge House Farm, School Lane, Rowsley - Listed Building consent - First floor internal alterations and widening of vehicular access – Granted conditionally
- Derbyshire Dales:
  - 15/00396/DCOND - Barn Adjacent To Rowsley Bar Farm, Chesterfield Road, Rowsley - Discharge of Condition(s) 2 and 3 – Granted
  - 15/00708/S106M - Rowsley Bar Farm, Chesterfield Road, Rowsley - Modification of Section 106 Planning Obligation dated 1st July 2005 to exclude barn and curtilage – Awaiting decision

Item no 9 - This item title will be discussed with press and public excluded:  
Cllr Potter update

10. Recreation Ground and Playground
- Signage To discuss
  - Tax implications to income generation - Parish Council services are not subject to Income Tax. Income Tax regulations apply only to the Clerk's salary and any Members Allowances paid in accordance with the Members Allowances Regulations (which you do not pay) To note
  - Football goals Update
  - Ground repairs Cllr Bean
  - Hawthorne hedge – Mike Burnett is flailing when the weather is appropriate. Clerk
  - Inspection Feedback Cllr Potter
11. Burial Ground:
- Database: To discuss
    - Scribe 2000 - £145 per annum
    - Epitaph - £145 per annum for 5 years or £160 per annum for 3 years Update
  - Signs at entrances asking for dogs to be kept on leads To discuss
  - Space for the internment of cremated remains To discuss
12. Allotments
- Rental fees for 2016 – 2015 was £35 To discuss
  - One plot available Cllr Bones
  - Spraying quote Cllr Bones
13. Finance and Audit
- New audit requirements – Sector Led Audit Body To approve
  - Pension – Legally obliged to set up a work based auto enrolment pension by 1<sup>st</sup> May 2017 To discuss
  - Accounts to 18<sup>th</sup> January 2016 – Appendix A To note
  - Budget for 2016-2017 To approve
    - Tax support grant £175
  - S137 requests To note
    - None
  - New expenditure to approve: To approve
    - Cheque 22149 – Clerk Pay and Expenses - £399.03
    - Cheque 22150 – S137 for Village Hall - £1,000
  - Expenditure to note: To note
    - None
  - New income to note: To note
    - £50 quarterly rent from DCC
14. Correspondence:
- Friends of the Peak District Membership card and letter To note
  - Derbyshire and Derby Minerals Local Plan consultation To respond?
  - Area Community Forums - Southern – Wednesday 3 February – Community Room, Ashbourne Leisure Centre, Northern - Wednesday 17 February – Agricultural Business Centre, Bakewell or Central – Tuesday 23 February – Town Hall, Matlock To attend?
15. Feedback from Meetings and Training:
- Digital by Default Training - 25 November Cllr Potter
16. For information
- Works Notification - White Peak Loop Phase 4 – Put on noticeboards To note
17. DALC Circulars (all circulated by email):
- Sector Led Audit Body for audit procurement To discuss
  - Circular 27-2015 - Local Council Award Scheme & Review - NALC Website update - Smaller Authorities' Audit - Provisional Local Government Financial Settlement - Spring Seminar 2016 - Training Events 2016 - DALC Subscriptions 16-17 - Managing To note

Employee's Performance

- Circular 26 - 2015 - LIAS - Housing - CPRE Report & Spending Review - Revised LTNs - Your Agenda - Transparency Fund - Auto Enrolment – *NB The agenda is altered to reflect the advice in this circular!*
- Circular 01 - Summary of important elements of 2015 circulars
- 02-2016 Circular - Revised Legal Topic Notes & Briefing - Consultation National Planning Policy Exec Sum - Consultation NewHomes Bonus - DALC Executive Vacancies - Spring Seminar - Training March 2016 - HM Queen's 90th Birthday celebrations – Vacancies
- Important information on HM Treasury Budget 2016

18. Reading:

All to be read

- RBS Statement
- Beeley Parish Council Agenda Papers (circulated by email)
- Peak Park Authority Press Releases (circulated by email)
- Derbyshire Dales District Council Press Releases (circulated by email)

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Village Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND • 22 February 2016 • 21 March 2016

## ROWSLEY PARISH COUNCIL

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### MINUTES

#### For the meeting held on 23<sup>rd</sup> November 2015 in The WI Room, Village Hall, Rowsley

<b>Councillors present:</b>	Kath Potter Stephen Bones Victoria Friend	Richard Bean Polly Haylock	<b>Apologies:</b>	PCSO Hayley Grundy (Police)
<b>Others:</b>	Cllr Jo Wild (Derbyshire Dales DC and Derbyshire CC) Sarah Porter PC Ian Hyde (arrived at Item 6 and minuted under 4)		<b>Not present:</b>	

#### PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action  
Required*

1. Apologies for absence were received from PCSO Hayley Grundy
2. There was one declaration of Interest declared by Cllr Friend for Item 12 and she did not vote.
3. Public speaking
  - Trevor Atkin came on behalf of Bakewell Mannerians Rugby to request that the Parish Council give permission for the Club to use the recreation ground on a Sunday morning from 10.30am for a couple of hours for the under 13s between September and March. This was approved. Clerk
  - Cllr Jo Wild – The Parish Council congratulated Jo on her new role with the County Council. Cllr Potter asked if Cllr Wild would support the proposal for defibrillators. She would. Clerk
  - Cllr Kath Potter - Recommends that Councillors read the minutes from Friday 6<sup>th</sup> November ARP Committee meeting Agenda Item 6 as it has implications for all Parish Councils. It relates to a planning matter in Rowsley Parish although the Parish Council were not consulted on this complaint. All
  - PC Ian Hyde – The Clerk asked if the Parish Council could receive updates on Police incidents especially around traffic. Cllr Potter asked about the issue of lorries in the village. There has been a meeting to look into this. PC Hyde explained that the issue is the signage. There was a discussion about this. PC Hyde explained that this will be his last meeting as he is moving to Matlock and there will only be one officer at Bakewell for the safer neighbourhoods' team. Police
4. There were no items from Part 1 of the Agenda which should be taken with the public excluded.
5. The Minutes of the Meeting held on 26<sup>th</sup> October 2015 were approved.
6. Matters Arising
  - Bakewell Mannerians use of Recreation Ground confirmed for 2016 was noted
  - Parking and signage on Chesterfield Road – The County Council will come out and do an assessment and then inform the Clerk. Clerk
  - Defibrillator – Clerk has contacted BT and been given the details of the organisation who has 'bought' the phone box to turn it into a defibrillator. She has contacted them for an update. With regard to the other defibrillator this will be raised at the Village Hall Committee meeting next week. Clerk
  - Burial Ground items were discussed under Item 9
  - Recreation Ground items were discussed under Item 8
  - Planning was discussed under Item 7
  - Correspondence – actioned as agreed at the meeting. This was noted.
  - Snow Scheme – It was agreed to grit up Church Lane, St Katherine's Crescent and around the Peacock Hotel. Clerk
  - Wreath was purchased and laid. This was noted. Cllr Potter has cleaned the memorial. There was then a discussion about pruning the trees. It was agreed to ask for a quote from the person undertaking the spraying. Cllr Bones
  - Bonfire at the Peacock Hotel – Informed unable to use the recreation ground at such short notice. General Manager hopes to come to a meeting in the future. This was noted.
7. Planning Applications – These were noted.  
New:

Chairman's Signature ..... Date.....

- Peak Park:
  - None
- Derbyshire Dales:
  - None

Existing:

- Peak Park:
  - NP/DDD/0715/0718 - Bridge House Farm, School Lane, Rowsley - Listed Building consent - First floor internal alterations and widening of vehicular access – Awaiting decision
  - 3131600 (appeal) - Swallow Cottage, Pilhough Road, Rowsley - Domestic garage – Appeal dismissed. This was not actually within Rowsley Parish.
- Derbyshire Dales:
  - 15/00396/DCOND - Barn Adjacent To Rowsley Bar Farm, Chesterfield Road, Rowsley - Discharge of Condition(s) 2 and 3 – Awaiting decision
  - 15/00708/S106M - Rowsley Bar Farm, Chesterfield Road, Rowsley - Modification of Section 106 Planning Obligation dated 1st July 2005 to exclude barn and curtilage – Awaiting decision
  - 15/00648/PDF - Country Store, Chatsworth Road, Rowsley - Prior notification - change of use a building from a Retail (Use Class A1 or A2) Use to a use falling within Use Class C3 (Dwellinghouse) - Permitted

8. Recreation Ground and Playground

- Signage – A few sign options were looked at. It was agreed to have a sign similar to Beeley’s but allow dogs on the recreation ground. No golf, motorbikes, cars or horses allowed. It was agreed for the Clerk to email the wording round for final approval. Clerk
- Ground repairs – Cllr Bean will chase this up. Cllr Bean
- Inspections – Suggested inspection sheet was looked at and approved. It was agreed for a rota to be set up. Cllr Potter will do December and January. The access and state of the Pavilion toilet will be inspected too. Cllr Potter
- Car park hawthorn hedge – This is in need of pruning as turning into Hawthorne trees rather than hedge. It was agreed to ask Haddon Landscape for a quote. Clerk

9. Burial Ground:

- Database – Clerk is waiting for guidance on this. Clerk
- 2 signs at entrances asking for dogs to be kept on leads – This was approved. Clerk
- Gate at the Burial Ground – Closing mechanism. Cllr Bean to chase up. Cllr Bean

10. Allotments

- One plot available – Advert to be put on the village noticeboards and then advertise further afield. Clerk
- Spraying quote – Cllr Bones will chase this and add the tree pruning to it. Cllr Bones

11. Footpaths

- Waymark on FP4 - sharp bend on Peaktor Lane west to Stantonhall Lane – It was agreed to help David Selkirk do as he suggests by getting the landowner permission. Clerk to ask Haddon Estate for permission. Clerk

12. Finance and Audit

- Accounts to 15th November 2015 were approved.
- Draft budget for 2016-2017 was discussed.
- It was approved for the Clerk to be a signature on the account and receive the statements Clerk
- S137 requests
  - Village Hall – A County Council Health and Safety inspector has been out and advised of some work that needs to be done. The floor will be sanded at a cost of £700 and the Probation Service are coming to paint for free but the paint needs to be supplied at about £1,500. Then there is a bigger project to look at the heating and storage. It was unanimously agreed to fund £1,000 which is over the £200 normal threshold but is for an exceptional village facility. Clerk
- New expenditure to approved:
  - Cheque 22145 – Clerk Pay and Expenses - £320.82
  - Cheque 22146 – Ground maintenance - £763.33
  - Cheque 22147 – Dog control signs – £24.00
  - Cheque 22148 – dalc training - £20
  - Cheque 22149 – Friends of Peak Park Subscription - £50
- Expenditure to noted:
  - None
- New income to noted:
  - Reimbursable expenditure £1,015

13. Communication:
  - Village magazine – The Parish Council entry will be drafted before the meeting and then completed the day after the meeting for inclusion in the Parish magazine. Clerk
14. Correspondence:
  - Towards a Better Understanding Of The Planning Process and the Role of Local Councils – 9<sup>th</sup> December 10am-1pm – Cllr Potter will attend Clerk
  - Derbyshire Dales Local Plan Key Issues Consultation – November 2015. Not to respond
  - Digital Derbyshire Update – The village now has access to fibre optic broadband from a unit in Darley Dale. The speeds depends on the distance from the box and the quality of the cabling.
  - Parking on the approach to Peak Village – The Police attended and it was not causing an obstruction. Poorly parked but not illegally parked. A request to park considerably to go in the parish magazine. Clerk
  - OVO Energy Trees for all – It was agreed there are enough trees currently.
15. Feedback from Meetings and Training:
  - None Clerk Bones
16. For information
  - Christmas Bin collection timetable will be circulated and put on noticeboards
17. DALC Circulars (all circulated by email):
  - Circular 2015/25 – General circular
18. Reading:
  - RBS Statement
  - Beeley Parish Council Agenda Papers (circulated by email)
  - Peak Park Authority Press Releases (circulated by email)
  - Derbyshire Dales District Council Press Releases (circulated by email)
  - Community Area Forum notes
19. There was no Other Business which the Chair considered to be of urgency

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the WI Room of the Village Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- 25 January 2016      • 22 February 2016      • 21 March 2016
- 25 April 2016        • 23 May 2016

**ROWSLEY PARISH ACCOUNTS 2015/16**

**Date** 18th January 2016  
**Month** 9

Year to Date at 18.01.16			
	9		
	Actual £ To Date	Budget £	Difference £
<b>PAYMENTS</b>			
Clerk's salary	1,764.42	2,500.00	735.58
Clerk's expenses	265.02	300.00	34.98
PAYE	164.17	0.00	(164.17)
Audit	125.00	125.00	0.00
Ground Maintenance £ 2,119.64			
Grass	2,499.99	2,500.00	0.01
Recreation Ground	226.98	300.00	73.02
Allotment	160.00	160.00	0.00
Community Garden	146.00	150.00	4.00
Bus stops	0.00	0.00	0.00
Footpaths	0.00	0.00	0.00
Safety	338.00	350.00	12.00
Rent	114.52	0.00	(114.52)
Snow	0.00	0.00	0.00
Hall hire	180.00	200.00	20.00
Insurance	597.91	600.00	2.09
Subscriptions	263.44	250.00	(13.44)
Training	55.00	100.00	45.00
S137	0.00	600.00	600.00
Website	32.40	90.00	57.60
Misc	166.48	200.00	33.52
<b>Total Payments</b>	<b>7,099.33</b>	<b>8,425.00</b>	<b>1,325.67</b>
VAT	127.54	0.00	(127.54)
<b>Total Payments after VAT</b>	<b>7,226.87</b>	<b>8,425.00</b>	<b>1,198.13</b>

**RECEIPTS**

Allotment	269.00	269.00	0.00
Recreation Ground	2,014.00	0.00	2,014.00
Burial Ground	705.00	0.00	705.00
Interest	32.28	50.00	(17.72)
Rent	150.00	200.00	(50.00)
Reimbursable expenditure	1,051.00	1,051.00	0.00
Footpath grant	0.00	250.00	(250.00)
VAT	1,005.63	1,200.00	(194.37)
<b>Total Receipts before precept</b>	<b>5,226.91</b>	<b>3,020.00</b>	<b>2,206.91</b>
Precept and Tax Grant	6,903.00	6,903.00	0.00
<b>Total Receipts with precept</b>	<b>12,129.91</b>	<b>9,923.00</b>	<b>2,206.91</b>

<b>Difference</b>	<b>4,903.04</b>	<b>1,498.00</b>	<b>3,405.04</b>
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		Current account	Deposit Account	Combined
Start balance		£ 919.00	£ 7,737.71	£ 8,656.71
Current balance	30/10/2015	£ 50.00	£ 13,874.57	£ 13,924.57
Current balance	Spreadsheet	£ 50.00	£ 13,509.75	£ 13,559.75
diff			-£ 364.82	-£ 364.82
			Unpresented cheques	

	2014-2015 actual	2015-2016 budget	2015-2016 actual to decisions made 26/10/15	Revised estimate 2015-2016	Proposed Budget 2016- 2017
<b>Expenditure</b>					
Clerk Salary	£1,742.12	£2,500.00	£1,469.58	£2,500.00	£2,500.00
Clerk Expenses and home office contribution	£580.12	£300.00	£239.04	£300.00	£300.00
PAYE	£150.60	£325.00	£164.17	£0.00	£0.00
Audit and inspections	£223.00	£228.00	£125.00	£125.00	£125.00
M a i n t e n a n c e	Grass cutting	£2,379.99	£2,500.00	£1,736.66	£2,500.00
	Recreation Ground	£5,273.09	£0.00	£226.98	£300.00
	Allotment			£160.00	£160.00
	Community Garden	£1,889.88	£1,000.00	£146.00	£150.00
	Bus stops	£90.00		£0.00	£0.00
	Footpaths	£300.00	£300.00	£0.00	£0.00
Safety			£318.00	£350.00	£350.00
Rent	£112.99	£350.00	£114.52	£0.00	£0.00
Snow	£192.00	£250.00	£0.00	£0.00	£0.00
Hall Hire	£90.00		£180.00	£200.00	£200.00
Insurance	£562.80	£600.00	£597.91	£600.00	£600.00
Subscriptions	£255.97	£300.00	£213.44	£250.00	£250.00
Training	£45.00	£300.00	£35.00	£100.00	£100.00
Website	£66.64	£90.00	£32.40	£90.00	£90.00
S137 Grants	£600.00	£0.00	£0.00	£600.00	£600.00
Misc	£115.20	£650.00	£166.48	£200.00	£200.00
<b>Total Expenditure</b>	<b>£14,669.40</b>	<b>£9,693.00</b>	<b>£5,925.18</b>	<b>£8,425.00</b>	<b>£8,425.00</b>

<b>Income</b>					
Precept	£6,300.00	£6,300.00	£6,552.00	£6,552.00	£6,552.00
Tax Support Grant	£526.00	£250.00	£351.00	£351.00	£175.00
Derbyshire County Council (DCC) Rental – School	£320.00	£200.00	£100.00	£200.00	£200.00
Reimbursement from DDDC – Rec Grnd (Grass	£1,051.00	£1,051.00	£0.00	£1,051.00	£1,051.00
Reimbursement from DCC – Footpath	£250.00				£250.00
Recreation Ground	£2,582.00	£420.00	£1,849.00	£0.00	£1,000.00
Burial Ground fees	£1,604.00	£200.00	£605.00	£0.00	£0.00
Allotment rents	£472.00	£315.00	£269.00	£269.00	£269.00
Bank Interest	£68.82	£50.00	£32.28	£50.00	£50.00
VAT Rebate	£461.55	£450.00	£1,005.63	£1,200.00	£1,200.00
<b>Total Income</b>	<b>£13,635.37</b>	<b>£9,236.00</b>	<b>£10,763.91</b>	<b>£9,673.00</b>	<b>£10,747.00</b>

1% less is £6486  
1% more is £6,618

Fluctuates

Balance bought forward from previous year	£9,448.84	£8,414.81	£8,414.81	£8,414.81	£9,662.81
Plus income	£13,635.37	£9,236.00	£10,763.91	£9,673.00	£10,747.00
Less expenditure	£14,669.40	£9,693.00	£5,925.18	£8,425.00	£8,425.00
Annual Profit/loss	-£1,034.03	-£457.00	£4,838.73	£1,248.00	£2,322.00
Savings account	£10,100.00	£10,100.00	£9,193.25	£9,193.25	£9,193.24
Balance carry forward	£8,414.81	£7,957.81	£13,253.54	£9,662.81	£11,984.81