

**ROWSLEY PARISH COUNCIL**

Clerk: Sarah Porter

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Web: [www.rowsleyparishcouncil.co.uk](http://www.rowsleyparishcouncil.co.uk)

**ANNUAL GENERAL MEETING MINUTES**

**For the meeting held on 22<sup>nd</sup> May 2017 in The WI Room, Village Hall, Rowsley**

<b>Councillors present:</b>	Kath Potter	Stephen Bones	<b>Apologies:</b>	Cllr Robert Hockley
	Richard Bean	Victoria Friend		Cllr Richard Atkin
<b>Others:</b>	Cllr Jo Wild (Derbyshire Dales DC)			Cllr Jason Atkin (Derbyshire CC)
	Sarah Porter			PCSO Boswell

		<i>Action Required</i>																																																																																																																								
1.	Election of Chairman Cllr Bean nominated Cllr Potter and Cllr Bones seconded. This was unanimously approved.																																																																																																																									
2.	Election of Vice-Chairman Cllr Potter nominated Cllr Bean and Cllr Friend seconded. This was unanimously approved.																																																																																																																									
3.	Apologies for absence were received from Cllr Hockley, Cllr Atkin and PCSO Boswell																																																																																																																									
4.	The Minutes of the Annual General Meeting held on 23 <sup>rd</sup> May 2016 were approved																																																																																																																									
5.	<p>Accounts for the year 2016-2017 The 2016-2017 internally audited accounts were approved.</p> <table border="1"> <thead> <tr> <th align="left" colspan="2"><b>ROWSLEY PARISH COUNCIL</b></th> <th align="center" colspan="3"><b>Year to Date at 05/04/17</b></th> </tr> <tr> <th align="left" colspan="2"><b>RECEIPTS &amp; PAYMENTS ACCOUNT 2016 - 2017</b></th> <th></th> <th align="center"><b>12</b></th> <th></th> </tr> <tr> <th><b>Date</b></th> <td>5th April 2017</td> <th><b>Actual £</b></th> <th><b>Budget £</b></th> <th><b>Difference</b></th> </tr> <tr> <th><b>Month</b></th> <td>12</td> <th><b>To Date</b></th> <th><b>To Date</b></th> <th><b>£</b></th> </tr> </thead> <tbody> <tr> <td><b>PAYMENTS</b></td> <td><b>Administration</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Clerk's salary</td> <td align="right">3,752.29</td> <td align="right">2,500.00</td> <td align="right">(1,252.29)</td> </tr> <tr> <td></td> <td>Clerk's expenses</td> <td align="right">319.46</td> <td align="right">300.00</td> <td align="right">(19.46)</td> </tr> <tr> <td></td> <td>PAYE</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Audit fees</td> <td align="right">139.30</td> <td align="right">139.30</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Hall Hire &amp; Rent</td> <td align="right">173.06</td> <td align="right">256.60</td> <td align="right">83.54</td> </tr> <tr> <td></td> <td>Subscriptions</td> <td align="right">369.82</td> <td align="right">161.74</td> <td align="right">(208.08)</td> </tr> <tr> <td></td> <td>Website</td> <td align="right">235.79</td> <td align="right">250.00</td> <td align="right">14.21</td> </tr> <tr> <td></td> <td>Insurance</td> <td align="right">399.53</td> <td align="right">399.53</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Snow</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Training</td> <td align="right">0.00</td> <td align="right">50.00</td> <td align="right">50.00</td> </tr> <tr> <td></td> <td></td> <td align="right">5,389.25</td> <td align="right">4,057.17</td> <td align="right">(1,332.08)</td> </tr> <tr> <td></td> <td><b>Ground Maintenance</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Grass cutting</td> <td align="right">2,539.99</td> <td align="right">2,500.00</td> <td align="right">(39.99)</td> </tr> <tr> <td></td> <td>Recreation Ground</td> <td align="right">1,681.58</td> <td align="right">800.00</td> <td align="right">(881.58)</td> </tr> <tr> <td></td> <td>Allotment</td> <td align="right">810.00</td> <td align="right">500.00</td> <td align="right">(310.00)</td> </tr> <tr> <td></td> <td>Community Garden</td> <td align="right">290.00</td> <td align="right">150.00</td> <td align="right">(140.00)</td> </tr> <tr> <td></td> <td>Bus Stops</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td>Footpaths</td> <td align="right">0.00</td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> <tr> <td></td> <td></td> <td align="right">5,321.57</td> <td align="right">3,950.00</td> <td align="right">(1,371.57)</td> </tr> </tbody> </table>	<b>ROWSLEY PARISH COUNCIL</b>		<b>Year to Date at 05/04/17</b>			<b>RECEIPTS &amp; PAYMENTS ACCOUNT 2016 - 2017</b>			<b>12</b>		<b>Date</b>	5th April 2017	<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>	<b>Month</b>	12	<b>To Date</b>	<b>To Date</b>	<b>£</b>	<b>PAYMENTS</b>	<b>Administration</b>					Clerk's salary	3,752.29	2,500.00	(1,252.29)		Clerk's expenses	319.46	300.00	(19.46)		PAYE	0.00	0.00	0.00		Audit fees	139.30	139.30	0.00		Hall Hire & Rent	173.06	256.60	83.54		Subscriptions	369.82	161.74	(208.08)		Website	235.79	250.00	14.21		Insurance	399.53	399.53	0.00		Snow	0.00	0.00	0.00		Training	0.00	50.00	50.00			5,389.25	4,057.17	(1,332.08)		<b>Ground Maintenance</b>					Grass cutting	2,539.99	2,500.00	(39.99)		Recreation Ground	1,681.58	800.00	(881.58)		Allotment	810.00	500.00	(310.00)		Community Garden	290.00	150.00	(140.00)		Bus Stops	0.00	0.00	0.00		Footpaths	0.00	0.00	0.00			5,321.57	3,950.00	(1,371.57)	
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Chairman's Signature ..... Date.....

Safety	4,299.00	159.00	(4,140.00)
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<b>S137 Grants</b>			
S137 grants	100.00	300.00	200.00
	100.00	300.00	200.00
<b>Total Payments</b>	15,109.82	8,466.17	(6,643.65)
VAT	951.37	0.00	(951.37)
<b>Total Payments after VAT</b>	16,061.19	8,466.17	(7,595.02)

	<b>Actual £ To Date</b>	<b>Budget £ To Date</b>	<b>Difference £</b>
Grant	175.00	148.00	27.00
Bank Interest	54.38	50.00	4.38
Allotment	362.76	269.00	93.76
Recreation Ground	3,346.00	1,000.00	2,346.00
Burial Ground	1,785.00	0.00	1,785.00
DDDC Reimbursements	1,051.00	1,051.00	0.00
Rent	200.00	200.00	0.00
Footpath Grant	250.00	250.00	0.00
Vat	113.54	1,200.00	(1,086.46)
<b>Total Receipts before precept</b>	<b>7,337.68</b>	<b>4,168.00</b>	<b>3,169.68</b>

<b>RECEIPTS</b>	Precept	6,552.00	6,552.00	0.00
		<b>13,889.68</b>	<b>10,720.00</b>	<b>3,169.68</b>
		<b>-2,171.51</b>	<b>2,253.83</b>	<b>10,764.70</b>

6.	Annual Audit Return The Annual Audit return was approved and will be submitted	Clerk
7.	Appointments to outside bodies: <ul style="list-style-type: none"> <li>• Outside bodies – Cllr Kath Potter is no longer on Dalc Executive but will remain on the others.</li> <li>• Village Hall Committee – Cllr Victoria Friend</li> <li>• Caudwell’s Mill</li> </ul>	
8.	Code of Conduct This was approved	
9.	Register of Interest Forms These need completing by all Councillors	All
10	AGM Closed move on to Council meeting at 7.43	

DATE OF NEXT AGM

- Monday 21<sup>st</sup> May 2018 - Held at 7.30pm in the Village Hall

Chairman’s Signature ..... Date .....

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## MINUTES

### **For the meeting held on 22<sup>nd</sup> May 2017 in The WI Room, Village Hall, Rowsley**

<b>Councillors present:</b>	Kath Potter Richard Bean	Stephen Bones Victoria Friend	<b>Apologies:</b>	Cllr Robert Hockley Cllr Jason Atkin (DDDC)
<b>Others:</b>	Cllr Jo Wild (DDDC) Sarah Porter			PCSO Anthony Boswell

#### PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action  
Required*

1. Apologies for absence were received from Cllr Robert Hockley, Cllr Jason Atkin and PCSO Anthony Boswell
2. There were no declaration of interests
3. Public speaking
  - Cllr Wild:
    - Environmental Health officers visited the traveller site twice.
    - The Leisure Centre outsourcing is in process
  - Cllr Potter - South Darley were having a Speedwatch. There was a discussion about having the police monitor in Rowsley. It was agreed to request one coming in to the village on the A6 Clerk
  - Cllr Friend
    - A luxury coach got stuck on Rowsley Bar and the police were called. A request was made to have a long vehicle and a hairpin bend sign at the top of Rowsley Bar. Clerk to write to the DCC. Clerk
    - The PCC has stated the stone in the burial ground from the wall is theirs. The Parish Council thought the stone belonged to Haddon but are happy for the PCC to investigate and remove. Clerk
4. There were no items on the agenda 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. The Minutes of the Meeting held on 24<sup>th</sup> April 2017 were approved subject to the date on the front being noted as not March.
6. Matters Arising (non decision making)
  - Accident on Stanton Woodhouse Lane – Police provided an update and Clerk sent a card to the victim
  - Vacancy – no update
  - Parish Magazine was discussed under Item 14
  - Defibrillator was discussed under Item 7
  - Planning was discussed under Item 8
  - Recreation Ground items was discussed under Item 9
  - Burial Ground items were discussed under Item 10
  - Allotment items was discussed under Item 11
  - Signposting for Village Hall and School was discussed under Item 12
  - Bins – DDDC checking the bin on Church Lane and say Recreation Ground is already emptied weekly. Cllr Wild is going to look into this. Cllr Wild
  - Correspondence – actioned as agreed at the meeting
7. Defibrillator
  - Clerk has chased Dominic and given him the paint. However, there is only undercoat in the box not the red paint. Clerk is chasing. Clerk
8. Planning Applications
  - New:
    - Peak Park – None
    - Derbyshire Dales - None
  - Existing:
    - Peak Park:
      - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending
      - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
    - Derbyshire Dales:
      - 16/00923/OUT - 381 dwellings in Cawdor Quarry, 87 on the former Permanite Site and 118 on the adjacent fields approaching Snitterton and Oker – Awaiting decision
    - Other –

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

- Bent Lane Quarry Application – Clerk placed an objection from Rowsley PC – No update

Enforcement – Rowsley Woodyard – The owner has found another site outside the National Park to use for transshipment and are intending to clear the site by the 24 June as required by the enforcement notice

#### 9. Recreation Ground and Playground

- Travellers – They have moved on and the Recreation Ground seems to not have been damaged.
- Dogs on playground – A resident is allowing their dog on the playground whilst their children are playing. Clerk has written a piece in the Parish Magazine. Clerk
- New toddler slide has appeared in the playground. There was a concern over the insurance if there was an accident as they are not set in the ground.
- Ground repairs:
  - Fence and bench – Dominic Pathe will undertake this work
- Junior football usage – Clerk met Rowsley 86 and discussed the pavilion, dug outs and general up keep. He was going to try and find out about the Junior Football team. Clerk
- New entrance – Clerk spoke to Fisher German about this as Land Agent's for Haddon. They do not see there being a problem but asked to see the application to DCC for them to consider too. Clerk
- Bins – ask to empty them weekly instead of fortnightly between April and September – apparently, they are.
- Inspection Feedback - Cllr Bean has not yet been but the Clerk and Cllr Potter have inspected.

#### 10 Burial Ground:

- Gate – PCC has agreed to it being re-hung. Clerk has asked Dominic Pathe for a price
- Wall across small gate – Cllr Hockley completed with students? Clerk to check if this has happened. Clerk
- Sign – In progress.

#### 11 Allotments

- Allotments 2, 6, 6A, 7 and 8 – Allotment 2 has been let.
- Improvements to the allotments:
  - Parking area and new stone on paths – Clerk has met a potential contractor regarding the work and is awaiting a quote. Clerk will contact another contractor too. Clerk
  - Water – Clerk has prepared an application for an assessment and it will cost £137.88 including VAT. Clerk

12 Signpost – No update and will be taken off the agenda until something to report. Clerk

#### 13 Finance and Audit

- Accounts to 15<sup>th</sup> May 2017 were approved
- Insurance – Zurich £411.04 an increase from £399.53.
- S137 requests – None
- New expenditure approved: Clerk
  - Cheque 727 – Clerk Pay and expenses – £374.36
  - Cheque 728 – Severn Trent Water application £137.88 (VAT £22.98)
  - Cheque 729 – Insurance - £411.04
  - Cheque 780 – Website - £30
  - Cheque 781 – Audit - £26.80
  - Cheque 782 – Parish magazine printing - £82
- Expenditure to noted - None
- New income noted:
  - Car boot income - £553 (£219, £64 and £270)
  - Allotment rent - £87.50
  - VAT – £951.37
  - Precept - £6,552
  - More car boot income - £156

#### 14 Parish Magazine

Cllr Friend has an update regarding the travellers

#### 15 Correspondence:

- Pension automatic enrolment letter of compliance was noted

#### 16 Feedback from Meetings and Training - None

#### 17 For information

- Charging at Harrison Way has been removed
- Pot holes on School Lane reported again (third time)

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

- Road closure – Congreave Lane, Stanton In The Peak, 19 June 2017 to 23 June 2017 for laying electric cables
- Footpath closure - Beeley No. 3 (Part), Beeley Bridleway No. 10, the whole of Beeley Footpaths No. 11 and No. 12, and Rowsley Bridleway No.9 (Part), will be closed on the 20th May 2017, to facilitate public safety due to the Chatsworth charity clay pigeon shoot taking place in the surrounding area.

18 DALC Circulars (all circulated by email):

- Circular 06-2017 - Devolution of Services to Parishes - General Election & Purdah - Commission on Future of Localism - Neighbourhood Plan Examiners new Guidance - Village of the Year 2017 - Consultation on Park Runs - Training Diary

19 Reading (circulated by email):

- CPRE Peak Guardian Magazine (not email)
- Peak Park Parishes Forum Management Committee Minutes
- Derbyshire Pcc Spotlight Spring 2017
- Peak District News and Views
- Beeley Parish Council Agenda Papers
- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Neighbourhood Alerts
- Friends of the Peak District Newsletter
- PPPF Minutes of the Management Committee

20 Dates for meetings:

- 25th September 2017 – Is the Harvest Supper. Agreed Wednesday 27<sup>th</sup> September 2017
- 24th September 2018 – Is likely to be the Harvest Supper – Agreed to change to Tuesday 25<sup>th</sup> September 2018

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

- 26th June 2017
- 24th July 2017