

# ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

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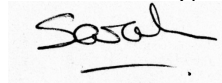
22<sup>nd</sup> January 2018

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **29<sup>th</sup> January at 7.30pm in 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<br/>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<br>Please note:<br>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<br>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.<br>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<br>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.<br>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.<br>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.   | To note and<br>action  |
| 4. To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: -<br>Item no x To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item<br>Item no y. This item title will then be the item to be discussed with press and public excluded<br>....."  |  |
| 5. To approve the Minutes of the Meeting held on 27 <sup>th</sup> November 2017  | To approve   |
| 6. Matters Arising (non decision making) <ul style="list-style-type: none"><li>• Neighbourhood Watch Scheme</li><li>• Christmas Event</li><li>• Road issues</li><li>• Planning</li><li>• Recreation Ground items</li><li>• Allotment items</li><li>• Signposting for Village Hall and School</li><li>• Correspondence – Actioned as agreed</li></ul>   | Agenda Item 7<br>Feedback<br>Agenda Item 8<br>Agenda Item 9<br>Agenda Item 10<br>Agenda Item 11<br>Update<br>To note |
| 7. Neighbourhood Watch Scheme  | Clerk  |
| 8. Road Issues <ul style="list-style-type: none"><li>• Speed check on A6 – Traffic Toolkit received from DCC</li><li>• Rowsley Bar – A Committee report went to DCC Committee in January. Comments from residents and the Parish Council were submitted. DCC are looking again at the signage.</li></ul>   | To discuss<br>To discuss/Cllr<br>Atkin   |
| 9. Planning Applications<br>New: <ul style="list-style-type: none"><li>• Peak Park -<ul style="list-style-type: none"><li>○ Swallow Cottage – Pilhough, Rowsley - Domestic garage and store. (appeal)</li></ul></li></ul>  | To discuss   |



- Adoption of the Derbyshire Dales Local Plan
- Draft Transport Design Guide Supplementary Planning Document Consultation

16. DALC Circulars (all circulated by email):

To note

- Circulars 1& 2 2018: Index of most important elements of 2017 Circls. - GDPR - We're here for you - HR & Appraisal Training - Annual Governance & Accountability Return
- Circular 15-2017 - External Audit 17-18 - Transparency Fund - GDPR - Pay Offer 18-20 - HR Update - Bird Flu - Civic Voice Design Awards - Community Infrast. Levy - New Angling Grant - Disposal of furniture - DALC Office Christmas Closure
- Circular 14 2017 - Introduction to Project Management Training - Business Rate survey - Spring Seminar 2018 - Parental Bereavement Leave - Diversity Comm - New Legal Briefings - NALC Consultations - Did you know? - CiLCA Spring - Law & Good Prac & GDPR

17. Reading (circulated by email):

All to be read

- Pedal Peak 2 Moving up a gear
- Derbyshire Adult Care Newsletter - Winter 2017 Issue 10
- Derbyshire County Council Local List
- Derbyshire Police and Crime Panel Newsletter
- Planning Services Parish Bulletin for December 2017 and January 2018
- December Edition Neighbourhood watch Newsletter
- Peak District News and Views
- Beeley Parish Council Agenda Papers
- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Friends of the Peak District News and Views
- Neighbourhood Alerts
- Derbyshire Police and Crime Panel Newsletter

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

- |                      |                  |                       |
|----------------------|------------------|-----------------------|
| • 26th February 2018 | • 21st May 2018  | • 25th September 2018 |
| • 26th March 2018    | • 25th June 2018 | • 22nd October 2018   |
| • 23rd April 2018    | • 23rd July 2018 | • 26th November 2018  |

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## MINUTES

For the meeting held on Monday 27<sup>th</sup> November 2017 in The WI Room, Village Hall, Rowsley

<sup>3<sup>rd</sup></sup> <b>Councillors present:</b>	Kath Potter Stephen Bones Victoria Friend	Robert Hockley Lauren Wilson	<b>Apologies:</b>	Cllr Richard Bean Cllr Jason Atkin (DCC) Cllr Jo Wild (DDDC) PCSO Anthony Boswell
<b>Others:</b>	Sarah Porter			

### PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action  
Required*

1. Apologies for absence were received from Cllr Richard Bean, Cllr Jason Atkin, Cllr Jo Wild and PCSO Anthony Boswell.
2. There were no declaration of interests.
3. Public speaking
  - Cllr Bones – Tonight has had to help rescue a car which has come down Coombs Lane following google maps. Clerk will see if this can be amended on google maps. There was then a discussion about some vandalism up Church Lane. There is no Neighbourhood Watch in Rowsley. 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 23<sup>rd</sup> October 2017 were approved.
6. Matters Arising (non decision making)
  - Christmas Event was discussed under Item 7
  - Rowsley Bar was discussed under Item 8
  - Defibrillator – Installed and registered. Article in the newsletter.
  - Road issues was discussed under Item 8
  - Planning was discussed under Item 9
  - Recreation Ground items were discussed under Item 10
  - Allotment items were discussed under Item 11
  - Signposting for Village Hall and School – Clerk has spoken to Bob at Caudwell's Mill and he is going to quote for the work
7. Christmas Event
  - The band would like access from 6pm to set.
  - Raffle prizes have been received from East Lodge and RHS Chatsworth
  - Caudwell's Mill, the Peacock and Grouse and Claret have been asked for a raffle prize. Cllr Wilson will chase them. Cllr Wilson
  - Refreshments have been bought for £43.16. Cllr Wilson will bring tea and coffee. Cllr Wilson
  - Everyone will check the number of glasses they have. All
8. Road Issues
  - Speed check on A6 – Clerk has chased DCC
  - Rowsley Bar – Cllr Atkins is leading on this. The cycle event seems to have not sought permission in advance. There is to be a Committee report and the Clerk is waiting to receive this regarding the other issues. There was then a discussion about Eroica and the suggestion at Beeley Parish Council to close Chesterfield Road and direct traffic up Rowsley Bar.
9. Planning Applications  
New:
  - Peak Park - None
  - Derbyshire Dales
    - 17/01019/FUL - Installation of 3 additional windows to 3 shop units - Peak Village Estates, Chatsworth Road, Rowsley. There were no comments on this. ClerkExisting:
  - Peak Park:
    - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending
    - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
  - Derbyshire Dales - NoneEnforcement – None
- 10 Recreation Ground and Playground
  - Vandalism of play area

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

- Bench – Clerk has ordered this and asked Cllr Wild for a grant towards the cost. The delivery is expected in January.
- Climbing Frame – Dominic Pathe is repairing this using marine ply
- Car boot
  - Ground work – There has been a suggested alternative matting. More prices are being sought too. Clerk will chase the car boot to ensure the work is completed by the end of January.
- Inspection Feedback – Cllr Hockley will do December and Cllr Potter will do January

Clerk  
Cllrs  
Hockley &  
Potter

#### 11 Allotments

- Allotment plots – Clerk still to invoice and resend agreements
- Improvements to the allotments – Clerk has had 2 quotes which breaks down as follows:
  - Parking area (£2,000 or £2,130) and new stone on paths (£1,250 or £1,760). It was agreed to ask the first contractor to quote without the stone.
  - Water pipe trench (£150 or £300)

Clerk

#### 12 Finance and Audit

- Accounts to 20<sup>th</sup> November 2017 were approved
- Burial Ground Fees for 2018 were reviewed and it was
- S137 requests – None
- New expenditure approved:
  - Cheque 755 – Clerk Pay and expenses – £338.34
  - Cheque 756 – PAYE - £11.20
  - Cheque 757 – Magazine printing - £82
  - Cheque 758 – Friends of the Peak District subscription - £50
  - Cheque 759 – Defib installation - £311.05
  - Cheque 760 – Poster image - £10.49
  - Cheque 761 – Bench for playground - £522
  - Cheque 762 – Clerk pay in December - £331.62
  - Cheque 763 – Magazine printing in December - £82
  - Cheque 764 – Refreshments - £43.01
- Expenditure noted:
  - Direct Debit – BT - £21.60
- New income noted:
  - Burial Ground - £625

Clerk

Clerk

#### 13 Correspondence

- Parish footpath report – The Ramblers Association has inspected the footpaths in the area and have reported them not too bad.
- White Peak Loop update – The Clerk read out an email regarding this. Negotiations continue with Haddon Estate.
- Have your say on the cycle network – To comment as before. *NB – Since the meeting the consultation has been removed from the DCC website*
- Review of the PDNPA's Statement of Community Involvement - Pre-Consultation Stage – All to look and comment to clerk
- Peak District National Park Transport Design Guide Supplementary Planning Document Public Consultation – 4.14 – Needs Grindleford adding to the list of stations and the network terminates at Rowsley South Junction not Matlock
- Modifications to the Publication Version of the Development Management Policies Document were noted

Clerk

All

Clerk

#### 14 Feedback from Meetings and Training

- Parishes Day 30<sup>th</sup> September 2017 – Very good and helpful day including seminar on minerals.
- Councillor Essential Training - 1 November 2017 – Insightful and very policy heavy. Really useful.

#### 15 For information

- None

#### 16 DALC Circulars (all circulated by email):

- Circular 13 2017 - DALC Annual Executive Meeting & AGM - CiLCA Qualifications - Feedback from the NALC Conference and Award - East Midlands Councils Policy Update - Councillor Essential Training January 2018
- Circular 12-2017 - DALC - Our Day - NALC response to LG Finance Plans - Updated Legal Topic Note - NALC Larger Councils Conference - How to Discuss Retirement Options - NFP Workshops - bid writing - Clerk Essential Training - FOI Training

#### 17 Reading (circulated by email):

- Peakland Guardian (magazine)
- Derbyshire Adult Care Newsletter - Autumn 2017 Issue 9

- RHS Liaison Group notes
- Peak District News and Views
- Beeley Parish Council Agenda Papers
- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Friends of the Peak District News and Views
- Neighbourhood Alerts
- Derbyshire Police and Crime Panel Newsletter – How much does this cost in relation to when had Police Committees and what impact on Derbyshire force?

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

- |                      |                   |                       |
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|                      |                   | • 26th November 2018  |

**Rowsley Parish Council**  
**Bank Rec. As at 22nd January 2018**

	RBS Current £	RBS Reserve £	Summary £
Cash Book : Bal b/fwd current A/C 1st April 2017	50.00	9,521.96	9,571.96
plus : receipts	17,314.02	6,735.96	
less : payments	-10,635.94		
To deposit	-6,678.08		
	<u>50.00</u>	<u>16,257.92</u>	<u>16,307.92</u>
Unpresented chqs		20.00	20.00
Unpresented receipts		50.00	50.00
Balance	<u><b>50.00</b></u>	<u><b>16,227.92</b></u>	<u><b>16,377.92</b></u>
Bank : Current A/C - 18/01/18	50.00		50.00
Deposit A/C - 18/01/18	0.00	16,227.92	16,227.92
			0.00
	<u><b>50.00</b></u>	<u><b>16,227.92</b></u>	<u><b>16,277.92</b></u>
difference	0.00	0.00	100.00

Signed by Responsible Finance Officer

\_\_\_\_\_ Date

Signed by Chairman

\_\_\_\_\_ Date

Monthly Budget Monitoring

ROWSLEY PARISH COUNCIL		Year to Date at 22/01/18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2017 - 2018		Actual £	Budget £	Difference	Actual £	Budget £	Difference
Date	22nd January 2018	To Date	To Date	£	Projected	For Year	£
Month	10	To Date	To Date	£	Projected	For Year	£
<b>PAYMENTS</b>	<b>Administration</b>						
	Clerk's salary	2,950.04	2,083.33	(866.71)	2,500.00	2,500.00	0.00
	Clerk's expenses	395.59	250.00	(145.59)	300.00	300.00	0.00
	PAYE	113.40	0.00	(113.40)	0.00	0.00	0.00
	Audit fees	126.80	116.67	(10.13)	140.00	140.00	0.00
	Hall Hire & Rent	0.00	225.00	225.00	270.00	270.00	0.00
	Subscriptions	56.00	141.67	85.67	170.00	170.00	0.00
	Communication including website and parish magazine	933.85	125.00	(808.85)	1,350.00	150.00	(1,200.00)
	Insurance	411.04	350.00	(61.04)	420.00	420.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	0.00	41.67	41.67	50.00	50.00	0.00
		4,986.72	3,333.33	(1,653.39)	5,200.00	4,000.00	(1,200.00)
	<b>Ground Maintenance</b>						
	Grass cutting	2,990.00	2,083.33	(906.67)	0.00	2,500.00	2,500.00
	Recreation Ground	1,128.39	666.67	(461.72)	50.00	800.00	750.00
	Allotment	314.90	416.67	101.77	2,500.00	500.00	(2,000.00)
	Community Garden	104.75	125.00	20.25	800.00	150.00	(650.00)
	Bus Stops	0.00	0.00	0.00	500.00	0.00	(500.00)
	Footpaths	220.00	0.00	(220.00)	150.00	0.00	(150.00)
		4,758.04	3,291.67	(1,466.37)	4,000.00	3,950.00	(50.00)
	Safety	633.20	166.67	(466.53)	200.00	200.00	0.00
		633.20	166.67	(466.53)	200.00	200.00	0.00
	<b>S137 Grants</b>						
	S137 grants	0.00	500.00	500.00	600.00	600.00	0.00
		0.00	500.00	500.00	600.00	600.00	0.00
	<b>Total Payments</b>	10,377.96	7,291.67	(3,086.29)	10,000.00	8,750.00	(1,250.00)
	VAT	257.98	0.00	(257.98)	0.00	0.00	0.00
	<b>Total Payments after VAT</b>	10,635.94	7,291.67	(3,344.27)	10,000.00	8,750.00	# (1,250.00)
		<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>	<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>
		<b>To Date</b>	<b>To Date</b>	<b>£</b>	<b>Projected</b>	<b>For Year</b>	<b>£</b>
	Grant	687.15	83.33	603.82	100.00	100.00	0.00
	Bank Interest	57.88	41.67	16.21	50.00	50.00	0.00
	Communication	815.00	286.67	528.33	344.00	344.00	0.00
	Allotment	327.50	287.50	40.00	345.00	345.00	0.00
	Recreation Ground	5,795.00	2,500.00	3,295.00	3,000.00	3,000.00	0.00
	Burial Ground	985.00	0.00	985.00	0.00	0.00	0.00
	DDDC Reimbursements	1,051.00	875.83	175.17	1,051.00	1,051.00	0.00
	Rent	150.00	166.67	(16.67)	200.00	200.00	0.00
	Footpath Grant	0.00	208.33	(208.33)	250.00	250.00	0.00
	Vat	951.37	250.00	701.37	951.37	300.00	651.37
	<b>Total Receipts before precept</b>	<b>10,819.90</b>	<b>4,700.00</b>	<b>6,119.90</b>	<b>6,291.37</b>	<b>5,640.00</b>	<b>651.37</b>
<b>RECEIPTS</b>	Precept	6,552.00	5,460.00	1,092.00	6,552.00	6,552.00	0.00
		<b>17,371.90</b>	<b>10,160.00</b>	<b>7,211.90</b>	<b>12,843.37</b>	<b>12,192.00</b>	<b>651.37</b>
		<b>6,735.96</b>	<b>2,868.33</b>	<b>10,556.17</b>	<b>2,843.37</b>	<b>3,442.00</b>	<b>1,901.37</b>



	2014-2015 actual	2015-2016 actual	2016-2017 actual	2017-2018 budget	2017-2018 actual to decisions made 01/18	Revised estimate 2017-2018	Proposed Budget 2018-2019
<b>Expenditure</b>							
Clerk Salary	£1,742.12	£2,619.36	£3,752.29	£2,500.00	£2,950.04	£4,000.00	£4,000.00
Clerk Expenses and home office contribution	£580.12	£301.15	£319.46	£300.00	£395.59	£300.00	£300.00
PAYE	£150.60	£217.37	£0.00	£0.00	£113.40	£200.00	£200.00
Audit and inspections	£223.00	£125.00	£139.30	£140.00	£126.80	£126.80	£140.00
Hall Hire & Rent	£112.99	£172.91	£173.06	£270.00	£0.00	£100.00	£100.00
Subscriptions	£255.97	£419.18	£369.82	£170.00	£56.00	£170.00	£170.00
Communication	£66.64	£64.80	£235.79	£150.00	£933.85	£1,000.00	£1,000.00
Insurance	£562.80	£597.91	£399.53	£420.00	£411.04	£411.04	£420.00
Snow	£192.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Training	£45.00	£65.00	£0.00	£50.00	£0.00	£50.00	£50.00
M a i n t e n a n c e	Grass cutting	£2,379.99	£2,499.99	£2,539.99	£2,500.00	£2,990.00	£2,990.00
	Recreation Ground	£5,273.09	£371.84	£1,681.58	£800.00	£1,128.39	£1,200.00
	Allotment		£160.00	£810.00	£500.00	£314.90	£500.00
	Community Garden	£1,889.88	£280.00	£290.00	£150.00	£104.75	£150.00
	Bus stops	£90.00	£0.00	£0.00	£0.00	£0.00	£0.00
	Footpaths	£300.00	£250.00	£0.00	£150.00	£220.00	£220.00
Safety		£88.00	£4,299.00	£200.00	£633.20	£650.00	£650.00
S137 Grants	£600.00	£1,000.00	£100.00	£600.00	£0.00	£500.00	£500.00
Misc	£115.20	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Total Expenditure</b>	<b>£14,579.40</b>	<b>£9,232.51</b>	<b>£15,109.82</b>	<b>£8,900.00</b>	<b>£10,377.96</b>	<b>£12,496.23</b>	<b>£12,810.00</b>
VAT		£113.54	£951.37	£0.00	£257.98	£300.00	£200.00
<b>Total Expenditure</b>	<b>£14,579.40</b>	<b>£9,346.05</b>	<b>£16,061.19</b>	<b>£8,900.00</b>	<b>£10,635.94</b>	<b>£12,796.23</b>	<b>£13,010.00</b>

Defibs in 16-17

<b>Income</b>							
Grant	£526.00	£250.00	£175.00	£100.00	£687.15	£690.00	£0.00
Bank Interest	£68.82	£65.92	£54.38	£50.00	£57.88	£60.00	£60.00
Communication	£0.00	£0.00	£0.00	£344.00	£735.00	£1,000.00	£1,000.00
Allotment rents	£472.00	£269.00	£362.76	£345.00	£327.50	£350.00	£350.00
Recreation Ground	£2,582.00	£2,314.00	£3,346.00	£3,000.00	£5,795.00	£5,800.00	£5,500.00
Burial Ground fees	£1,604.00	£815.00	£1,785.00	£0.00	£985.00	£0.00	£0.00
Reimbursement from DDC – Rec Grnd (Grass	£1,051.00	£1,051.00	£1,051.00	£1,051.00	£1,051.00	£1,051.00	£1,051.00
Derbyshire County Council (DCC) Rental –	£320.00	£200.00	£200.00	£200.00	£150.00	£200.00	£200.00
Reimbursement from DCC – Footpath	£250.00	£506.74	£250.00	£250.00	£0.00	£250.00	£250.00
VAT Rebate	£461.55	£1,005.63	£113.54	£951.37	£951.37	£951.37	£200.00
Precept	£6,300.00	£6,302.00	£6,552.00	£6,552.00	£6,552.00	£6,552.00	£6,552.00
<b>Total Income</b>	<b>£13,635.37</b>	<b>£12,779.29</b>	<b>£13,889.68</b>	<b>£12,843.37</b>	<b>£17,291.90</b>	<b>£16,904.37</b>	<b>£15,163.00</b>

Car Boot  
Fluctuates

Balance bought forward from previous year	£9,448.84	£8,504.81	£11,743.47	£9,571.96	£9,571.96	£9,571.96	£13,680.10
Plus income	£13,635.37	£12,779.29	£13,889.68	£12,843.37	£17,291.90	£16,904.37	£15,163.00
Less expenditure	£14,579.40	£9,346.05	£16,061.19	£8,900.00	£10,635.94	£12,796.23	£13,010.00
Annual Profit/loss	-£944.03	£3,433.24	-£2,171.51	£3,943.37	£16,227.92	£13,680.10	£15,833.10
Savings account	£10,100.00	£11,693.47	£9,521.96	£17,751.29	£17,751.29	£17,751.29	£17,751.29
Balance carry forward	£8,504.81	£11,743.47	£9,571.96	£13,515.33	£16,227.92	£13,680.10	£15,833.10