

ROWSLEY PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

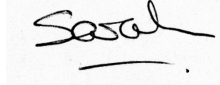
19th March 2018

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **26th March 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
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 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.
b) 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 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. | To note and 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: -
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
Item no y. This item title will then be the item to be discussed with press and public excluded | |
| 5. To approve the Minutes of the Meeting held on 29 th January 2018 | To approve |
| 6. Matters Arising (non decision making) <ul style="list-style-type: none">• Neighbourhood Watch Scheme• Christmas Event – 16th December suggested• Road issues• Planning• Recreation Ground items• Allotment items• Signposting for Village Hall and School – Electrician going to take a look and then meet Clerk and Blacksmith to discuss further• Correspondence – Clean Up Project Application not yet submitted | Agenda Item 7
Update
Agenda Item 8
Agenda Item 9
Agenda Item 10
Agenda Item 11
Update

To note |
| 7. Neighbourhood Watch Scheme | Clerk/Cllr Bones |
| 8. Road Issues <ul style="list-style-type: none">• Speed check on A6 – Moving 30mph sign request to Derbyshire Country Council• Rowsley Bar• Flooding on B6012 | To discuss
Update
To discuss |
| 9. Planning Applications
New: <ul style="list-style-type: none">• Peak Park - None• Derbyshire Dales - None Existing: <ul style="list-style-type: none">• Peak Park:<ul style="list-style-type: none">○ NP/DDD?0218/0106 and 0107 – Wye Cottage, School Lane, Rowsley – New pedestrian gate within existing wall and new fence to replace existing gate off | To discuss

To note |

- school playground - Pending
 - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending
 - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending
 - Derbyshire Dales – None
- Enforcement – None
10. Recreation Ground and Playground
- Vandalism of play area – Climbing frame has been repaired To note
 - Car boot
 - Ground work – Matting has been purchased To note
 - Dates for 2018: To approve
 - 1st April
 - 2nd April – Bank Holiday
 - 8th April
 - 15th April
 - 22nd April
 - 29th April
 - 6th May
 - 7th May – Bank Holiday
 - 13th May
 - 20th May
 - 27th May
 - 28th May – Bank Holiday
 - 3rd June
 - 10th June
 - 17th June
 - 24th June
 - 1st July
 - 8th July
 - 15th July
 - 22nd July
 - 29th July
 - 5th August
 - 12th August
 - 19th August
 - 26th August
 - 27th August – Bank Holiday
 - 2nd September
 - 9th September
 - 16th September
 - 23rd September
 - 30th September
- Inspection Feedback
- Rospa annual inspection to book. Quote is £66.50
- Cllr Bean
11. Allotments To discuss
- Allotment plots – all re-let
 - Improvements to the allotments
12. Finance and Audit
- Accounts to 15th March 2018 – Appendix A To note
 - To adopt the NALC Policies and approve the Financial Regulations and Standing Orders for 2018 – Appendix B (separate pack) To approve
 - Asset Register 2018 – Appendix C To approve
 - GDPR To discuss
 - S137 requests – None To note
 - New expenditure to approve: To approve
 - Cheque 774 – Clerk pay and expenses - £238.85
 - Online payment – Recreation Ground Rent - £68.07 (increase of £9.68 on last year)
 - Online payment – DALC Subs - £161.08 or £251.08 with training
 - Expenditure to note: To note
 - Cheque 769 – Quarterly magazine delivery - £60
 - DDDC no longer accept cheque payments so cheque 768 paid online
 - Online payment for matting £2,964.96 (£494.16 VAT)
 - Cheque 770 – Clerk Pay and expenses – £382.17
 - Cheque 771 - Donation to Helen’s Trust - £35.99
 - Cheque 772 – Magazine printing - £82
 - Cheque 773 – Bench and climbing frame - £253.94
 - Direct Debit – BT for Website – £21.60
 - New income to note To note
 - Burial ground - £2,100
 - Interest £5.94 and 60p
 - Allotment rent - £70
 - Christmas Event - £185.99. Paid £150 to the band so £35.99 left to donate.
 - Magazine adverts - £60
13. Correspondence
- The Great British Spring Clean - 2 - 4 March – To run an event? On a different date? To discuss
 - Derbyshire Dales Community Infrastructure Levy To respond
 - Remembering the end of World War 1 To discuss
 - Peak District National Park Management Plan - final consultation To respond
 - Notice of Submission of the Peak District National Park Local Plan Part 2 To note
 - Revised Statement of Community Involvement (SCI) Consultation Document To respond
 - Letter of Thanks - from Cllr Barry Lewis To note
14. Feedback from Meetings and Training
- Area Community Forum Cllr Potter
 - Chatsworth Liaison Group Meeting – 6th March Cllr Potter
15. For information – None

16. DALC Circulars (all circulated by email): To note
- Circular 4-2018 - DALC Spring Seminar - New Training Offered - GDPR - NALC Lobby - Keep Britain Tidy - Census Survey of Cllrs - National Agreement Clerk Contract - Collab working with principal council - Consultations - New Legal Briefing
 - Circular 3-2018 - Data Protection Bill - GDPR Training - Transparency Fund Final Call - Revised Legal T Ns - NALC Chair - Survey services in areas with high second & holiday homes - Help clean up Country - HR issue - Cllr census - Cllr Ess Training
17. Reading (circulated by email): All to be read
- Derbyshire County Council Scams Bulletin
 - Parishes Planning Bulletin
 - Neighbourhood Watch - Itunes Gift Card Scam Warning
 - 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

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

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MINUTES

For the meeting held on Monday 29th January 2018 in The WI Room, Village Hall, Rowsley

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

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. Apologies for absence were received from Cllr Stephen Bones, Cllr Jason Atkin and PCSO Anthony Boswell.
2. There were no declaration of interests.
3. Public speaking
 - Cllr Potter –
 - At Church was asked if she knew anything of a suicide on Stanton Moor. She has tried to find out but not been able to do. It is believed to have been just under a fortnight ago.
 - The Finney family has contacted Cllr Potter requesting 2 plots in Rowsley Burial Ground. They have a connection to Rowsley Parish and so are eligible.
 - Thank you to Cllr Friend and Cllr Wilson for organising the Christmas Concert.
 - Cllr Wild – Heading towards Birchover there is a horrendous pot hole and cars have lost their wheels in it. It has been reported but please be careful. Cllr Potter mentioned another one in Pilhough.
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 27th November 2017 were approved.
6. Matters Arising (non decision making)
 - Neighbourhood Watch Scheme was discussed under Item 7
 - Christmas Event – Feedback. It was a wonderful event. A better date was discussed such as on a Thursday, Friday or Saturday. It was suggested a provisional date of 13th December 2018. Cllr Wilson will ask the band. Cllr Wilson
 - Road issues were discussed under Item 8
 - Planning was discussed under Item 9
 - Recreation Ground items was discussed under item 10
 - Allotment items was discussed under Item 11
 - Signposting for Village Hall and School – Heard from both potential contractors, the lamp would need to be disconnected by an electrician. Clerk will speak to one for Clerk
 - Correspondence – Actioned as agreed
7. Neighbourhood Watch Scheme
The Clerk has received some information about joining the Neighbourhood Watch. It was agreed to look at this in more depth at the next meeting when Cllr Bones is present. Clerk
8. Road Issues
 - Speed check on A6 – Traffic Toolkit received from DCC was discussed. Ideally the 30mph needs moving towards Bakewell. Clerk will ask DCC if we can move it 100 yards. Clerk
 - 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.
9. Planning Applications
New:
 - Peak Park -
 - Swallow Cottage – Pilhough, Rowsley - Domestic garage and store. (appeal) – This is not part of Rowsley Parish.
 - Derbyshire Dales - NoneExisting:
 - Peak Park:
 - NP/DDD/0317/0204 - Burntwood Quarry – variation of conditions – Pending
 - DDD/1198537 - Stanton Moor Quarry – Determination of Conditions – Pending. At the last minerals meeting, there are 4 conditions which hadn't been met. They have been working to address this. There has been some ecology damage which will

Chairman's Signature Date.....

need to be rectified.

- Derbyshire Dales
 - 17/01019/FUL - Installation of 3 additional windows to 3 shop units - Peak Village Estates, Chatsworth Road, Rowsley – Permitted with conditions

Enforcement – None

10 Recreation Ground and Playground

- Tree Survey:
 - some mowing damage has been identified and it is recommended to request the mower is not taken near the trees
 - DCC tree on the verge damaging the wall of the playground. The Clerk has already reported this last year but can report again
 - When should the survey be carried out again. It was agreed every 5 years so 2022 Clerk
- Vandalism of play area
 - Bench – Has been installed.
 - Climbing Frame – Has yet to be repaired. Clerk will chase. Clerk
- Car boot
 - Ground work – The car boot team would like to pay for the installation of the Parish Council buy the matting to lay. The price of this varies but in the region of £2,000. Clerk
This was approved.
- Inspection Feedback – Cllr Hockley has inspected this month. There was some concern raised over the football nets but these are the responsibility of the football club. There is also some concern over parts of the ground.

11 Allotments

- Allotment plots:
 - Invoices have been sent
 - One plot (7) is vacant again. It was agreed to advertise it. Clerk
- Improvements to the allotments – Cllr Bones was going to clarify what the lower quote covers. To be discussed again at the next meeting. Cllr Bones /Clerk

12 Finance and Audit

- External auditor appointed - PKF LITTLEJOHN LLP
- Accounts to 22nd January 2018 were noted
- Budget for 2018/2019 was approved and the precept set as £6,552 Clerk
- Magazine delivery increase from £15 to £20 was approved
- S137 requests – None
- New expenditure approved: Clerk
 - Cheque 765 – Clerk Pay and expenses – £446.16
 - Cheque 766 – Dalc training - £40
 - Cheque 767 – Tree survey – £480 (£80 VAT)
 - Cheque 768 – Emptying litter bins - £357.18 (£59.53 VAT)
- Expenditure noted:
 - Direct Debit – BT - £21.60
- New income noted
 - Phone box repair grant - £252.15
 - Bench grant - £435
 - Reimbursable expenditure - £1,051
 - Burial ground - £250
 - Rent - £50
 - Interest £20.05
 - Magazine adverts - £385
 - Allotment rent - £35

13 Correspondence

- Derbyshire Police and Crime Panel response was noted
- Clean up project application – Recreation ground – Litter pick and generally around the village Clerk
- Area Community Forums:
 - Tuesday 30 January 2018, 7 pm – Town Hall, Matlock, DE4 3NN
 - Wednesday 7 February 2018, 7 pm – Henmore Suite, McMurtry & Harding veterinary practice, Clifton Road, Ashbourne, DE6 2DH
 - Wednesday 14 February 2018, 7 pm – Agricultural Business Centre, Bakewell, DE45 1AH – Cllr Potter will attend Cllr Potter
- Save the Date - Parishes Day 2018 on Saturday 29 September
- Heritage Lottery Fund Consultation: Strategic Funding Framework 2019-2014 was noted

14 Feedback from Meetings and Training – None

15 For information –

- Public Space Protections Orders

- Modifications to the Publication Version of the Development Management Policies Document
- Adoption of the Derbyshire Dales Local Plan – Second attempt at a plan and just had an application which is not in the plan.
- Draft Transport Design Guide Supplementary Planning Document Consultation

16 DALC Circulars (all circulated by email):

- 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):

- 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

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| • 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 |

Rowsley Parish Council
Bank Rec. As at 15th March 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	20,395.01	4,548.49	
less : payments	-15,910.94		
To deposit	-4,484.07		
	<u>50.00</u>	<u>14,070.45</u>	<u>14,120.45</u>
Unpresented chqs			0.00
Unpresented receipts			0.00
Balance	<u>50.00</u>	<u>14,070.45</u>	<u>14,120.45</u>
Bank : Current A/C - 15/03/18	28.40		28.40
Deposit A/C - 15/03/18	0.00	13,797.05	13,797.05
			0.00
	<u>28.40</u>	<u>13,797.05</u>	<u>13,825.45</u>
difference	21.60	273.40	295.00

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

Monthly Budget Monitoring

ROWSLEY PARISH COUNCIL		Year to Date at 05/03/18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2017 - 2018		Actual £	Budget £	Difference	Actual £	Budget £	Difference
Date	5th March 2018	To Date	To Date	£	Projected	For Year	£
Month	11	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	3,722.49	2,291.67	(1,430.82)	2,500.00	2,500.00	0.00
	Clerk's expenses	431.31	275.00	(156.31)	300.00	300.00	0.00
	PAYE	113.40	0.00	(113.40)	0.00	0.00	0.00
	Audit fees	126.80	128.33	1.53	140.00	140.00	0.00
	Hall Hire & Rent	0.00	247.50	247.50	270.00	270.00	0.00
	Subscriptions	56.00	155.83	99.83	170.00	170.00	0.00
	Communication including website and parish magazine	1,118.61	137.50	(981.11)	1,350.00	150.00	(1,200.00)
	Insurance	411.04	385.00	(26.04)	420.00	420.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	40.00	45.83	5.83	50.00	50.00	0.00
		6,019.65	3,666.67	(2,352.98)	5,200.00	4,000.00	(1,200.00)
	Ground Maintenance						
	Grass cutting	2,990.00	2,291.67	(698.33)	0.00	2,500.00	2,500.00
	Recreation Ground	4,150.78	733.33	(3,417.45)	50.00	800.00	750.00
	Allotment	314.90	458.33	143.43	2,500.00	500.00	(2,000.00)
	Community Garden	104.75	137.50	32.75	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)
		7,780.43	3,620.83	(4,159.60)	4,000.00	3,950.00	(50.00)
	Safety	1,033.20	183.33	(849.87)	200.00	200.00	0.00
		1,033.20	183.33	(849.87)	200.00	200.00	0.00
	S137 Grants						
	S137 grants	680.15	550.00	(130.15)	600.00	600.00	0.00
		680.15	550.00	(130.15)	600.00	600.00	0.00
	Total Payments	15,513.43	8,020.83	(7,492.60)	10,000.00	8,750.00	(1,250.00)
	VAT	397.51	0.00	(397.51)	0.00	0.00	0.00
	Total Payments after VAT	15,910.94	8,020.83	(7,890.11)	10,000.00	8,750.00	# (1,250.00)
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	873.14	91.67	781.47	100.00	100.00	0.00
	Bank Interest	64.42	45.83	18.59	50.00	50.00	0.00
	Communication	945.00	315.33	629.67	344.00	344.00	0.00
	Allotment	327.50	316.25	11.25	345.00	345.00	0.00
	Recreation Ground	5,795.00	2,750.00	3,045.00	3,000.00	3,000.00	0.00
	Burial Ground	3,085.00	0.00	3,085.00	0.00	0.00	0.00
	DDDC Reimbursements	1,051.00	963.42	87.58	1,051.00	1,051.00	0.00
	Rent	500.00	183.33	316.67	200.00	200.00	0.00
	Footpath Grant	315.00	229.17	85.83	250.00	250.00	0.00
	Vat	951.37	275.00	676.37	951.37	300.00	651.37
	Total Receipts before precept	13,907.43	5,170.00	8,737.43	6,291.37	5,640.00	651.37
RECEIPTS	Precept	6,552.00	6,006.00	546.00	6,552.00	6,552.00	0.00
		20,459.43	11,176.00	9,283.43	12,843.37	12,192.00	651.37
		4,548.49	3,155.17	1,173.54	2,843.37	3,442.00	1,901.37

Asset Register

Items		Value	Insured	
Bench	Burial Ground	385.00	Y	
1 x metal gate from Church Yard and signs	Burial Ground	-	N	
1 x field gate onto adjacent lane	Burial Ground	-	N	
Walling on East, South and West sides	Burial Ground	-	N	
War Memorial	Churchyard	-	Y	
1 x metal field gate into site and sign	Community Garden Allotment	-	N	
1 x pedestrian gate into site and sign	Community Garden Allotment	-	N	
Pond	Community Garden Allotment	-	Y	
Summer House	Community Garden Allotment	500.00	Y	
2 x sets of swings (£2,000 each)	Play Ground	4,000.00	Y	
1 x multi play unit	Play Ground	1,200.00	Y	
2 x spring play units (£500 each)	Play Ground	1,000.00	Y	
1 x speed gyro (roundabout)	Play Ground	4,039.00	Y	
Rubber safety matting surrounding all play units	Play Ground	-	Y	
2 Benches	Play Ground	385.00	1	Ron Whitehead seat insured
1 x Litter bin	Play Ground	100.00	Y	
Bench	Recreation Ground	385.00	N	New in 2017
Bench - Donated	Recreation Ground	400.00	N	£400 Donated by Mrs D Audhali 01148353204
2 Picnic tables	Recreation Ground	-	N	
1 x Dog Waste litter bins	Recreation Ground	-	N	One removed in 2016
1 x gate to car park from highway	Recreation Ground	400.00	Y	
2 x field gates	Recreation Ground	-	N	
1 x metal field gate from Car Park	Recreation Ground	-	N	
1 x pedestrian gate	Recreation Ground	-	N	
2 gates	Recreation Ground	-	N	
All fencing and signs	Recreation Ground and Play Ground	-	N	
3 x Notice Boards	School Lane, Church Lane and Chatsworth Road	600.00	Y	
Obelisk	Triangle at junction of A6 and School Lane	-	Y	Not listed according to Peak Park
Defib in old phonebox	Chatsworth Road			
Defib on Village Hall	Village Hall, School Lane	1,895.00		
TOTAL		£ 15,289.00		