

ROWSLEY PARISH COUNCIL

Clerk: Sian Bacon

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13th May 2019

Dear Councillor,

You are summoned to attend the Rowsley Parish Council meeting on **Monday 20th May 2019 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,



Sian Bacon

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, Peak Park 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 25 th March 2019	To approve
6. Matters Arising (non decision making) <ul style="list-style-type: none">• Nomination for Peak Park Representative• Road and Footpath Issues• Planning• Recreation Ground items including car boot• Allotment items• Signposting for Village Hall and School• Travellers• Correspondence – actioned as agreed• From previous meeting – in agenda	Agenda Item 7 Agenda Item 8 Agenda Item 9 Agenda Item 10 Agenda Item 11 Update Agenda Item 13 Agenda Item 14
7. Peak Park Representative Nomination – Cllr Kath Potter has been selected by Rowsley Parish Council	To Approve
8. Road and Footpath Issues <ul style="list-style-type: none">• Road damage to Vicarage Croft on Church Lane• The bench on Church Lane cobblestone clearing• Traffic issues on Chesterfield Road including speed signage• Footpath report – Undertaken by the Ramblers association All paths in good order:<ul style="list-style-type: none">○ Apart from a wet patch on FP15 at the Parish Boundary○ A waymark stone stile beyond the house from Church Lane on FP3 is desired○ A diversion order on FP 15 is in progress.	Update Update Update To note
9. Planning Applications New: <ul style="list-style-type: none">• Derbyshire Dales – None	To note To discuss

17. DALC Circulars (all circulated by email): To note
- Circular 06-2019 - DALC Spring Seminar - Precept increases across the country - Community Infrastructure Levy Legal Briefing - Plunkett trusteeships - Police & Crime Comm. Newsletter - Funding Streams - Changes to pension credit - Lamp Post Poppy 2019
 - Circular 05-19 - Excellence Awards 2019 - Year 2 Launch - Internal Audit Check List - External Audit - Data Protection, Cllr Exemption - Adverse publicity for Parish & Town Councils - New Training Courses
 - Circular 04-2019 - VAT making Tax Digital Update, Purdah Guidance, External Audit News, Report from Committee on Standards in Public Life, BREXIT, Government Guidance, Rural England's State of Rural Services, Persimmon Homes, giving £1M
18. Reading (circulated by email): All to be read
- Clerks and Councils Direct (magazine)
 - Peak District News and Views
 - Beeley Parish Council Agenda Papers
 - Rural Matters Newsletter
 - Peak Park Authority Press Releases
 - Derbyshire Dales District Council Press Releases
 - Neighbourhood Alerts
 - Friends of the Peak District Press Releases
19. To Approve dates of meetings for 2020 To approve

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

- 22nd July 2019
- 23rd September 2019
- 25th November 2019

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MINUTES

For the meeting held on Monday 25th March 2019 in Rowsley Village Hall

Councillors present: Kath Potter Robert Hockley
Richard Bean Lauren Wilson
Victoria Friend
Steve Bones
Others: Sian Bacon (Clerk) Dave Oakley

Apologies: Cllr Jo Wild (DDDC)
Cllr Jason Atkin (DCC)
PCSO Anthony Boswell

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. Apologies for absence were received from Cllr Jo Wild (DDDC)
2. There were no declaration of interests.
3. Public speaking
 - Cllr Bones raised an issue with the Severn Trent works which took place over the past month. There is still water leaking down Church Lane and the gullies are blocked all way down. The Clerk will report both issues. Clerk
 - Cllr Hockley noted that dust bins are still being left out on the highway on Chatsworth road behind. A letter has been issued by the District Council notifying households not to leave their bins out. The Clerk will look at getting signage installed to make it clear the back road is still the Highway and that bins must be brought in.
 - Cllr Wilson raised that the Youlgrave Silver Band wished to know which date the Christmas concert will be. The date was set in the Event's Item 7 below. Cllr Potter raised that more councillors are needed to take part in the organisation and running. Clerk
 - Cllr Potter noted that the daffodils are disappearing. It is believed that squirrels are eating the bulbs
 - Cllr Potter also raised the new Max and Keira's Law due to be introduced in April 2019 which means that everyone will be on the register for organ donation unless they opt out.
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 28th January 2019 were approved
6. Matters Arising (non decision making)
 - Bench for Andy the Postman – The Clerk has passed this to Caudwell's Mill and Colin Swindell
 - Events was discussed under Item 7
 - Road and Footpath issues was discussed under Item 8
 - Planning was discussed under Item 9
 - Recreation Ground items including car boot were discussed under Item 10
 - Allotment items were discussed under Item 11
 - Signposting for Village Hall and School – Cllr Potter to contact the Peak Park to find out more information
 - Correspondence – actioned as agreedCllr Potter
7. Events
 - Proposed date of Parish Meeting – Tuesday 30th April 2019
 - Carnival on the Recreation Ground – Cllr Hockley updated the council that he had spoken to the organisers but was going to chase for further information. The Clerk noted that the council's insurance will cover the event provided it stays on the Rec Ground and under 1000 people. Cllr Hockley
 - Elections – 2nd May 2019 – 4pm on 3rd April is the closing date. Count will take place on the 3rd May.
 - National Park Election – 22nd April forms will be issued to parish councils with the 24th June the closing date for nomination forms – the Council will nominate a candidate at the May meeting. Cllr Bean & Clerk
 - Peak Park's Year of Green Action – ideas for the council on how to take part were the Cllr Wilson to ask Home Farm to use a rotavator prior to planting wildflower seeds
 - Christmas Concert – Thursday 12th December 2019 Cllr Wilson

Chairman's Signature Date.....

8. Road and Footpath Issues
- Complaint to Highways about Lorries on School Lane – two lorries being pursued by Cllr Potter Cllr Potter
 - Traffic issues on Chesterfield Road including speed signage – Look to move signs back. Clerk to chase grey Clio accident ask police for incident number for support for traffic control. Clerk
 - Severn Trent during their works in front of the allotments, by the stables, at the top of Church Road put all debris on the grass verge with the bench. When they removed the debris, they also removed the grass and Cllr Bone noted that it has lovely cobbles underneath. Clerk to speak to Haddon Landscapes about removing rest of grass and tidying the area. Clerk
9. Planning Applications
- New:
- Peak Park – NP/DDD/0219/0161 – Rowsley C of E Primary School, School Lane Rowsley – Listed building consent – Recover and repair of the existing roofing materials and re-pointing of two elevations. It is proposed to alter one roofing material from asphalt into a three-layer felt roof system - No Objection
 - 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 County Council – Not Rowsley but neighbouring
 - CM3/0918/49 -Stancliffe Quarry, Darley Dale - Formation of new access and road to existing quarry - Pending
 - CM3/0918/48 -Stancliffe Quarry - Amendment to condition 7, 10 & 11 of determined conditions approval R3/0699/17 (LET 7276). Relating to quarry permit 1390/9/2 (7 March 1952) – Pending. Kath Potter wrote to DCC Minerals department for 1995 Environment Act required documentation has had no response yet. Cllr Potter to chase this information. Cllr Bean noted that the stone is of poor quality. Cllr Potter
 - Derbyshire Dales – None
10. Bus stops, Recreation Ground and Playground
- Gates
 - Gritstone post needs quotation Cllr Bean
 - New Pavilion through Chesterfield College – No update
 - Items to consider:
 - Dates for the car boot sales 2019 – Approved to start 7th April to 29th September,
 - Quote for Mowing 2019 – Haddon Landscapes £3410 cost - Approved
 - Inspection Feedback – Cllr Bones feedback – at the gate there is strip metal in grass on road side Clerk to report to Highways. Cllr Bean to do April Inspection & Cllr Potter to do May Clerk
Water in matting – Clerk to discuss with Mike Snow Cllr Bean & Cllr Potter
Clerk
 - Rospa Playground Inspection – to take place in May for a cost of £68.50
 - Key Register and Keys – Clerk updated that conditions have been agreed in full by the football team.
11. Allotments
- Lease – The new lease has been prepared and there is a suggested cost of £500. The Clerk has received and reviewed the Heads of Terms – Lease approved Clerk
 - Improvements to the allotments –
 - stone for paths and car park area – Cllr Bean & Bones updated that they were having difficulties sorting how to get the gravel on in the mean time the allotments need to be sprayed. Clerk will sort spraying and notify allotment holders. Clerk
 - Quotations for Allotment wall repairs – one quote with another to come. Further quotes to be obtained. Clerk
- Car park space letting – the Clerk updated that the Carpark plot had been let for free.
12. Finance and Audit
- Accounts to 17th March 2019 – Appendix A - Noted
 - S137 requests – None
 - Internal Auditor 2019 - £30 - Brian Wood as Auditor - Approved
 - Asset Register 2019/20 – Appendix B – Approved and signed by the Chair
 - Review of Financial Regulations, Standing Orders and Audit Risk Assessment – Appendix C
 - NALC Pay scales 2019/20 – National spinal point change. Clerk now on point 14 at £11.67 per hour from 1st April 2019 - Approved
 - New expenditure approved:

- Cheque 803 - Miss V Friend – Reimbursement for Parish Magazine delivery costs - £120
 - Cheque 804 - Miss S Bacon – £7.50 – Election Training fee
 - Direct Payment - DALC Subscription 2019/20 – 164.14
 - Expenditure noted:
 - Clerk Pay by Direct Payment February (inc repayment of PAYE) - £404.60
 - Clerk Pay by Direct Payment March - £337.20
 - Parish Magazine by Standing Order - £85 (up £1 from last year) have changed to direct payments as only 10 a year
 - BT – Direct Debit – £21.60
 - New income noted:
 - Magazine Adverts 2019- £165
 - Allotment Income – £70
 - Football Club ground rent - £300 – Cllr Potter requests in July. Clerk to review. Clerk
 - RBS – Interest - £6
 - Deeds removed from Royal Bank of Scotland
13. Parish Magazine to discuss how many issues per year – Clerk to submit monthly updates. Will continue with 12 monthly issues. Clerk
14. Correspondence
- Road Closure Wheatley Road, Darley Dale – 13th – 15th May - Noted
 - Road Closure Sydnope Hill, Darley Dale – 13th – 15th May (7pm to 7am) - Noted
 - Parish and Town Council Liaison Forum – 3rd April 2019 -Cllr Potter attending Cllr Potter
 - Crime Commissioners visit to the area - Noted
 - Great British Spring Clean 2019 – 22nd March – 22nd April – None to be formally organised
 - Derbyshire Children’s Holiday Centre donation request – No donation to be given at present.
 - Derbyshire Cadets Overseas Trip donation request - No donation to be given at present.
 - Derbyshire County Council Action Grants – Clerk to look at for future projects. Clerk
15. Feedback from Meetings and Training
- Election Training DALC – Clerk updated on the meeting procedure post elections
 - Election Training DDDC - Cllr Potter raised that the elections forms were causing an issue.
 - Area Community Forum – Cllr Potter – election papers taking a long time to issue at office raised.
 - Chatsworth Liaison Meeting – Cllr Potter – concern over parking on Chatsworth Road during Chatsworth events raised. Free tickets go to front homes but not back homes. Reports of tickets being sold. Chatsworth is discussing tickets for both rows.
16. For information – Parking and service road condition passed to Cllr Atkin (DCC)
- Flooding on Chatsworth Road has been reported by the Clerk
17. DALC Circulars (all circulated by email):
- Circular Circular 2 2019 - Updated Legal Topic Notes - Section 137 update - Parkrun consultation response - Clerk Essential Training - NALC Loneliness Project - May Council Elections and Training
 - Circular 3 2019 - Spring Seminar - Prep no deal Brexit - Ethical Standards Enq published - HR Advice Short Service contracts & dismissals - Letter from NALC Chair -Great British Spring Clean - Arnold-Baker 11th Ed - Clerk Tips - Training
18. Reading (circulated by email):
- Clerks and Councils Direct (magazine)
 - Peak District News and Views
 - Beeley Parish Council Agenda Papers
 - DDDC on the (Reg 16) Darley Dale Neighbourhood Plan Publicity Stage
 - Peak Park Authority Press Releases
 - Derbyshire Dales District Council Press Releases
 - Calor Rural Community Fund
 - Neighbourhood Alerts
 - Friends of the Peak District Press Releases

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- 30th April 2019 – Parish Meeting
- 20th May 2019
- 22nd July 2019
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- 25th November 2019

Rowsley Parish Council

Bank Rec. As at 13th May 2019

	RBS Current £	RBS Reserve £	Summary £
Cash Book : Bal b/fwd current A/C 1st April 2019	50.00	18,147.20	18,197.20
plus : receipts	7,630.44	6,849.40	
less : payments	-784.24		
To deposit	-6,846.20		
	<u>50.00</u>	<u>24,996.60</u>	<u>25,046.60</u>
Unpresented chqs			0.00
Unpresented receipts			0.00
Balance	<u>50.00</u>	<u>24,996.60</u>	<u>25,046.60</u>
Bank : Current A/C - 13/05/19	50.00	0.00	50.00
Deposit A/C - 13/05/19	0.00	24,886.60	24,886.60
			0.00
	<u>50.00</u>	<u>24,886.60</u>	<u>24,936.60</u>
difference	0.00	110.00	110.00

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

		Monthly Budget Monitoring					
ROWSLEY PARISH COUNCIL		Year to Date at 12/05/19			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2019 - 2020		Actual £	Budget £	Difference	Actual £	Budget £	Difference
Date	12th May 2019		2				
Month	2	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	350.10	666.67	316.57	4,000.00	4,000.00	0.00
	Clerk's expenses	100.00	50.00	(50.00)	300.00	300.00	0.00
	PAYE	0.00	33.33	33.33	0.00	200.00	200.00
	Audit fees	0.00	23.33	23.33	140.00	140.00	0.00
	Hall Hire & Rent	0.00	16.67	16.67	100.00	100.00	0.00
	Subscriptions	164.14	28.33	(135.81)	170.00	170.00	0.00
	Communication including website and parish magazine	170.00	166.67	(3.33)	1,000.00	1,000.00	0.00
	Insurance	0.00	70.00	70.00	420.00	420.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	0.00	8.33	8.33	50.00	50.00	0.00
		784.24	1,063.33	279.09	6,180.00	6,380.00	200.00
	Ground Maintenance						
	Grass cutting	0.00	498.33	498.33	0.00	2,990.00	2,990.00
	Recreation Ground	0.00	200.00	200.00	50.00	1,200.00	1,150.00
	Allotment	0.00	83.33	83.33	2,990.00	500.00	(2,490.00)
	Community Garden	0.00	108.33	108.33	1,200.00	650.00	(550.00)
	Bus Stops	0.00	0.00	0.00	500.00	0.00	(500.00)
	Footpaths	0.00	440.00	440.00	650.00	440.00	(210.00)
		0.00	1,330.00	1,330.00	5,390.00	5,780.00	390.00
	Safety	0.00	41.67	41.67	250.00	250.00	0.00
		0.00	41.67	41.67	250.00	250.00	0.00
	S137 Grants						
	S137 grants	0.00	100.00	100.00	600.00	600.00	0.00
		0.00	100.00	100.00	600.00	600.00	0.00
	Total Payments	784.24	2,535.00	1,750.76	12,420.00	13,010.00	590.00
	VAT	0.00	0.00	0.00	0.00	0.00	0.00
	Total Payments after VAT	784.24	2,535.00	1,750.76	12,420.00	13,010.00	# 590.00
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	0.00	83.33	(83.33)	500.00	500.00	0.00
	Bank Interest	3.20	10.00	(6.80)	60.00	60.00	0.00
	Communication	0.00	166.67	(166.67)	1,000.00	1,000.00	0.00
	Allotment	20.44	58.33	(37.89)	350.00	350.00	0.00
	Recreation Ground	948.00	866.67	81.33	5,200.00	5,200.00	0.00
	Burial Ground	110.00	0.00	110.00	0.00	0.00	0.00
	DDDC Reimbursements	0.00	175.17	(175.17)	1,051.00	1,051.00	0.00
	Rent	0.00	33.33	(33.33)	200.00	200.00	0.00
	Footpath Grant	0.00	41.67	(41.67)	250.00	250.00	0.00
	Vat	0.00	33.33	(33.33)	200.00	200.00	0.00
	Total Receipts before precept	1,081.64	1,468.50	(386.86)	8,811.00	8,811.00	0.00
RECEIPTS	Precept	6,552.00	1,092.00	5,460.00	6,552.00	6,552.00	0.00
		7,633.64	2,560.50	5,073.14	15,363.00	15,363.00	0.00
		6,849.40	25.50	6,823.90	2,943.00	2,353.00	-590.00