

## **Parwich Parish Council**

### **Minutes**

A meeting of Parwich Parish Council was held on Wednesday, 21st March 2012 at 7.30 pm in Parwich Memorial Hall.

Present: C Healy, N Linnell, M Harrison, J Bennett, S Dale, Acting Clerk, Mrs S Hampson, District Councillor, Sir Richard Fitzherbert and eighteen members of the public

#### **12.3.1 Apologies/Councillors' attendance register**

Apologies had been received from Mr R Bunting

#### **12.3.2 Declaration of personal/prejudicial interest of councillors**

Mr Harrison advised members that his wife had a connection with The Stepping Stones Pre-school Nursery (agenda item 11) but he did not have a personal interest in this item therefore, there was no need, by any councillor present, to make an entry in the register.

#### **12.3.3 Minutes of the previous meeting and items from the minutes**

The minutes of the previous meeting had been electronically forwarded to the members.

**Resolved:** The minutes of the previous meeting were accepted as a true copy of proceedings.

#### **12.3.4 Information from the District Councillor**

The District Councillor advised those present that the waste collection service would be changing with effect from July/August. He provided an 'ArtsMatters' information leaflet and brief information about some possible grants available from Derbyshire Dales District Council (DDDC). He further informed the parish councillors and members of the public that he aimed to assist with any problems with the exception of Peak Park planning issues.

#### **12.3.5 Public Speaking**

Ms Healy presented a resumé of the rationale behind the parish council's decision to increase the precept for 2012/13. She advised the public how much the parish council had regretted having to put up the precept and for not providing sufficient information about the decision in advance of house holders receiving the information from DDDC. The Chairman advised that information would be placed on the parish council section of the Blog and notice boards around the village. Ms Healy provided some details of the increase which would be applied to properties of different tax bands (£6.17 Band A, £9.25 Band D, £18.50 Band H per year). Ms Healy provided an illustration of some items of parish council expenditure to place the matter in context. Members of the public (the public) were advised that the parish council would continue to review sources of income and expenditure.

The public raised various topics including mowing costs, the clerk, the wakes and parish council minutes. A suggestion from the public included the possibility of all residents mowing grass in the vicinity of their property. The public were advised that reimbursable expenditure towards mowing continues to be reclaimed from DDDC and that it was upon advice from the Derbyshire Association of Local Councils (DALC) that the practice of a resident mowing the former cricket using parish council machinery had ceased. The position regarding the five year mowing contract put in place from 2010 was explained. A member of the public suggested that this had been irresponsible and requested that this was included in the minutes. Ms Healy informed those present that the position of mowing continued to be investigated.

She further clarified the position of the locum clerk who had resolved a number of issues for the parish council and that an advertisement for a permanent clerk was imminent. It was confirmed that the parish council only had an interest in ensuring all users of parish council land had appropriate public liability

insurance including the fair for the wakes. Greater transparency in the minutes was requested to include further details of expenditure. The majority of the public exited the meeting at this point.

### **12.3.6 Update from Police Community Support Officer (PCSO) and Safer Neighbourhood**

Unfortunately, neither PCSO Cleavelly nor Mr Walker were in attendance. At a previous council meeting Mr Walker had advised that he would endeavour to attend Safer Neighbourhood meetings whenever possible. Mrs Bennett had been made aware of some of the key points from the most recent Safer Neighbourhood meeting. Speedwatch at Mappleton is to continue. There were no key issues concerning the village of Parwich. The next Safer Neighbourhood meeting is scheduled for Thursday, 10th May at Parwich

### **12.3.7 Tree surgery**

Mrs Linnell reported that some tree surgery work had taken place on land at Pump Hill. The parish council had not received any notification regarding this.

**Resolved:** Pump Hill to be placed on the next agenda.

### **12.3.8 Queen's Diamond Jubilee**

Ms Healy reported that a recent public meeting regarding the jubilee had been well attended; all chairs of village groups/societies had been invited. Minutes from this meeting had been placed on the Blog. Some details of planned events were given including: lighting a beacon (between 10.00-10.30 pm) on 4th June; televised event of the procession on the Thames may be shown in the Memorial Hall; afternoon tea at 4.30pm including the cutting of a celebration cake; children under 16 to collect commemorative mugs; a paper boat race; village photograph; children's games; torchlight procession and possibly some rockets from the vicinity of the beacon however, fireworks would probably be too costly

Ms Healy acknowledged the generosity of some individuals and groups/societies for their kind pledges of money and for donations already received to the jubilee fund:

Mr R Tressider and Mr D Pemberton	£50 towards jubilee rockets
Parwich Horticultural Society	£50
Parwich Tennis Club	£100

(Please accept sincere apologies for any additional pledges of money/donations received but not acknowledged above. These will be acknowledged on future minutes).

One quote has been received from a Parwich catering company. A further quoted from another Parwich provider will be sought. Ms Healy to submit an application (through Age UK) for bunting and flags for the party

### **12.3.9 Flood Defences**

Mr Tim Braund from DDDC had advised Mrs Bennett that it was approximately a 1 in 200 year chance of a flood happening. Investigations/Inspection regarding water on the road running off into the water course are required. DDDC has requested photographs of water pooling on the road to ascertain if additional drains are required. DDDC has produced a map indicating riparian owners and a draft letter prepared to contact all concerned. The water course needs to be kept 'free', some areas need attention. A stream clearance utilising volunteers needs to take place. Derbyshire County Council (DCC) had responded to the acting clerk's letter but do not propose to take any action at present. Mrs Bennett reported that clearance of the vicinity of the recycling bins had already taken place.

**Resolved:** Letter advising riparian owners to originate from DDDC. Mrs Bennett to advise Mr Braund.

**Resolved:** DDDC to assist the parish council to organise a stream clearance in May.

**Resolved:** Necessary risk assessment to be completed in advance of stream clearance.

### 12.3.10 Playground Roundabout

Mr Harrison had inspected the roundabout and reported that whilst it is not dangerous enough at present for a child's foot to get between the opening which has appeared it may soon become so. The bearing has also gone. An estimated cost from Mr Harrison was in the region of £1,000 to restore the roundabout to a safe working order. The district councillor suggested that DDDC may be able to provide some grant aid towards resolving this issue. The acting clerk had obtained some literature from specialist companies which would possibly be quite expensive.

**Resolved:** Acting clerk to contact specialist companies with a view to securing a free inspection and quote which could be used as a comparison and would inform the parish of requirements.

**Resolved:** Acting clerk to contact Mr K Postlethwaite at DDDC for consideration of grant aid towards repairs to the roundabout

**Resolved:** Quote from local person to be attempted once more to achieve comparison.

**Resolved:** Roundabout to remain in place at present as removing it would leave an upright projection which would potentially be more hazardous than the roundabout.

**Resolved:** Work to be undertaken before 1st June

### 12.3.11 Stepping Stones Pre-School Nursery

Mr Harrison had previously revealed his wife's connection to this item and provided some valuable information regarding the pre-school nursery. The facility of the pre-school nursery is an important aspect of the village. It is a primary user of the Memorial Hall, operating half days. It was reported that in September there may be insufficient pre-school children attending to make the pre-school financially viable. Consideration is being given to attract younger children and for times exceeding half days however, this may be in conflict with other users of the Memorial Hall. Mrs Bennett asked the District Councillor for a comparison to pre-school nursery opportunities in Tissington.

**Resolved:** The parish council will remain supportive of the pre-school nursery continuing but unfortunately, is not able to offer financial support.

### 12.3.12 Southern Area Community Forum

The District Councillor reported that he had hoped for a presence of other parishes at the forum. Some of the main topics of discussion included waste issues and broadband. Mrs Bennett provided further information about a £15 million match-funded scheme to raise broadband speed throughout the county. A pilot type scheme at Sheldon is being utilised to gather evidence on increasing broadband speed. Mrs Bennett suggested that Parwich Parish Council could be pro-active in leading an initiative, with community involvement, in working towards increasing broadband speed.

**Resolved:** Mrs Bennett and Mr Harrison to act as 'broadband champions' for Parwich as part of the initiative to increase broadband speeds in the county. Mr Harrison to attend a meeting at County Hall, Matlock regarding this matter

**Resolved:** Consideration to be given to establishing a sub-committee in the near future which incorporates two members of the parish council (J Bennett and M Harrison) and members of the community.

**Resolved:** Acting clerk to seek advice on sub-committees involving non-parish council members

### 12.3.13 Items of account

Cq 1037	Parwich Memorial Hall	Hire of Memorial Hall	£10
Cq 1038	Mrs S Hampson	9 weeks locum clerk services and reimbursement for envelopes, plastic wallets phone calls, postage and mileage	£491.98

The acting clerk advised that the accounts would be completed on receipt of year end bank statements. The VAT return would also be completely shortly. Acting clerk had liaised with Senior Accountant at DDDC to chase the claim for reimbursable expenditure against mowing submitted in November. Payment to be received within 10 days.

#### **12.3.14 Highway issues**

DCC had responded to the clerk's letter regarding the poor state of Monsdale Lane. DCC advised that an instruction sheet had been raised to carry out necessary works. An acknowledgement had not been received in time for the meeting regarding the wall in the vicinity of Rathbone Hall.

#### **12.3.15 Planning applications**

There were no new planning applications. Decisions received for three previous applications:

demolition of internal wall and fire place at Hall Cliffe - application refused;  
single wind turbine and stone built plant rooms at Hill Top Farm - application refused  
replacement monopole at Arquiva Television Relay Transmitting Station, Brook Close Farm - application granted.

#### **12.3.16 Correspondence and communication**

Copies of DALC circulars had been electronically forwarded to members in advance of the meeting. Other correspondence included: an up to date electoral roll, Defra consultation on changes to National Park Governance inviting views on changes to legislation through the use of Public Bodies Act order, Park Life, play-ground supplies, off-street parking order at Matlock, DDDC sponsored band concert programme in the sum of £55, Peak Park Parishes Forum subscription, introduction from British Gas regarding new electricity contract.

**Resolved:** Ms Healy to approach the Carnival and Recreation Committee regarding the possible use of the DDDC sponsored band concert.

**Resolved:** It was agreed not to subscribe to Peak Park Parishes Forum

Members of the parish council were advised that the present cleaner of the toilets would not be cleaning again in the forthcoming season. Keys had been returned to Mrs Bennett. A discussion about volunteers being utilised for this position was discussed. An advertisement for a replacement would have to take place.

The acting clerk had received an email from a resident requesting that the toilets be opened. He had further advised that there may be a possible leak.

**Resolved:** Acting clerk to advise resident of the current position and that a cleaner may not be in post at this time; however, the key can be obtained from Mrs Bennett. The resident would be welcome to open up the facilities for any event connected to the bowls' club.

**Resolved:** Mrs Linnell to make enquiries to investigate the source of the possible leak.

**Resolved:** Plumber to be used if necessary

Mrs Bennett had been advised that the tennis courts were slippery again. She had inspected these and at the time of her inspection this was not the case.

The Acting Clerk had received an electronic request for a caravan rally in January 2013. The condition of the field during winter, availability of toilet facilities and water was discussed. The Parish Council is keen to encourage possibilities of generating additional income but also considered that such a rally may cause damage to the field and that water pipes may be frozen in January.

**Resolved:** Acting clerk to advise the enquirer about the field and facilities. Fees to be £5. Acting clerk to establish the number of caravans involved in the rally.

Ms Healy had received a request from residents regarding the use of the Pavilion for the purpose of a café. The residents are prepared to carry out remedial repairs. This would generate an income for the Parish Council but advice regarding this matter would have to be sought regarding several aspects of the request including establishing a suitable rent.

**Resolved:** Ms Healy to inform the residents that the matter has been discussed and that further advice will be sought.

**Resolved:** Acting Clerk to approach DALC for their views.

### **12.3.17 Mowing contract**

The Parish Council has been reviewing the mowing in the parish for some time and advice has been sought from DALC and the insurance company regarding the use of volunteers to mow areas within the parish.

Advice from the insurance company is that the section on Employers' and Public Liability Insurance will be provided by the Parish Council's policy if they agree to allow a resident(s) to undertake the grass cutting. This is on the understanding they are acting as volunteers under the control and direction of the Parish Council and not operating independently.

This will impose a duty of care on the Parish Council to ensure the volunteer(s) is considered competent to carry out the work which must be undertaken in a safe environment. The correct personal protective clothing and equipment must be available.

A risk assessment will need to be carried out and kept in writing on the Parish Council's records. This will need to be communicated to the volunteers to ensure they work within the guidelines set down. The key consideration is that no person should be allowed to attempt a task unless the Parish Council is satisfied that they possess adequate experience and, depending on the type of work, relevant training or qualifications may be considered necessary.

The Parish Council has to bear in mind that any claims affect future premiums. The final decision rests with the Parish Council.

Mr Dale kindly offered to 'top' the grass from the cricket field in preparation for an initial cut of this area.

**Resolved:** Mr Dale to approach a resident to kindly consider mowing this area, bearing in mind the advice from the insurance company above, utilising the Parish Council's mowing equipment, for a maximum of 12 cuts; reimbursement for fuel to be made on production of receipts.

**Resolved** Item to be placed on the agenda for April to clarify the way forward.

**Resolved:** Item to be reassessed after 3 months and reviewed regularly.

### **12.3.18 The Clerk**

Job description, application details, closing date and interview date to be placed on the Blog after the meeting. Acting clerk advised members of her intention to apply.

### **12.3.19 Items for the next agenda**

Introduction of permanent clerk, District Councillor, Police Community Support Officer, Pump Hill, stream clearance involving village volunteers, mowing, jubilee, playground roundabout, Stepping Stones Pre-School Nursery, broadband initiative, parish annual meeting, year end accounts (if available) in addition to other regular items.

### **12.3.20 Date of next meeting**

Wednesday, 18th April 2012

The meeting was declared closed at 10.35 pm

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