

PARWICH PARISH COUNCIL

Unapproved Minutes

A Meeting of Parwich Parish Council was held on Wednesday, 19th March 2014 at 7.30 pm in Parwich Memorial Hall

Present: C Healy, M Harrison, J Bennett, N Linnell, E Yeomans, the clerk, Mrs S Hampson and four members of the public. Also in attendance was Mrs S Presland from the Derbyshire Association of Local Councils (DALC). PCSO K Wakefield attended later in the proceedings.

14.3.1 Apologies/Councillors' attendance register

Apologies had been received in advance from Mr Bunting and District Councillor, Sir R Fitzherbert. All councillors present duly completed the attendance register.

14.3.2 Declaration of acceptance of office of new councillor

Prior to the normal council meeting, a confidential meeting had taken place to consider applications from two applicants for the one casual vacancy on Parwich Parish Council following the resignation of Mr Dale. Ms Healy advised all those present of the proceedings of the confidential meeting which had preceded this meeting. Ms Healy had declared an interest in the co-option process and took no part in the decision making process. The co-option and interview process took place before an independent witness, the Chief Officer of DALC, Mrs S Presland. Ms Healy duly welcomed the newly appointed councillor Mr M Gerard-Pearse.

Mr Gerard-Pearse completed the Declaration of Acceptance of Office form before the Proper Officer, Mrs Hampson. Mrs Hampson had provided the Register of Interest form to Mr Gerard-Pearse to be completed and returned to the Monitoring Officer at Derbyshire Dales District Council (DDDC).

14.3.3 Declaration of Personal/Pecuniary Interest of Councillors

The clerk drew the new councillor's attention to a planning application to be discussed under advertised agenda item 19 and to the nature of the interest form.

Resolved: Mr Gerard-Pearse declared an interest in this item and completed an entry in the register.

14.3.4 Minutes from the previous meeting and items from the minutes

The minutes had been electronically forwarded to the councillors in advance of the meeting. They had also been displayed on the Blog and at The Sycamore shop.

Resolved: The minutes were accepted as a true record of proceedings and signed in the meeting.

14.3.5 Public speaking

Ms Healy reiterated the public speaking procedures and established who wished to speak. At the outset of the meeting Mr Yeomans asked a resident who had attended the previous meeting if he intended to apologise to Ms Healy for some of his conduct during that meeting. The resident reported he had found aspects of the meeting confusing but did not feel it necessary to provide an apology. The same resident provided a written document for the attention of the members regarding the rise in the precept and a request for a key to the public toilets for use by the Bowls Club. The resident had previously forwarded some background information regarding the car park at Nethergreen. He enquired about some of the restoration work which is required at the public toilets and offered to raise the matter at the Bowls Club Annual General Meeting on 23rd March. The first bowls match is scheduled to take place on 8th April.

Another resident also referred to the car park at Nethergreen and enquired if damage had been caused by horses boxes and what was happening to recover any costs of damage.

Ms Healy thanked the residents who had participated during public speaking for their contributions. Some of the items raised during public speaking featured as later agenda items.

14.3.6 Items from public speaking

Public speaking did not generate any additional items which would need to be considered on a future agenda other than those on the advertised March agenda.

14.3.7 Update from District Councillor and County Councillor

The District Councillor and County Councillor were not in attendance.

14.3.8 Update from PCSO

The PCSO was not present at the time this agenda item was reached in the proceedings; however, she arrived later after attending another community meeting.

14.3.9 Public Transport issues

Derbyshire County Council (DCC) will not attend a public meeting regarding public transport issues in Parwich but had supplied relevant and useful information, including a response to the clerk's request for information on Smart Ticketing data which Councillor Spencer had referred to during a previous parish council meeting. The content of the email was read by the clerk which explained that Smart Ticketing was not in fact present on the Parwich bus services. Smart Ticketing - the use of smart cards for travel is different from data collected from ticket machines which is known as ETM data. Information regarding passenger numbers had been provided by DCC using ETM data. In addition, DCC stated that budgets for bus services are set by cabinet not DCC. The parish council cannot, therefore, influence budgets set for public transport services, including Parwich

Resolved: Based on the information received, the parish council cannot now do anything further other than to await further communications from DCC regarding public transport.

Resolved: In view of information from DCC, the parish council cannot now arrange a public meeting regarding bus services in Parwich.

Resolved: Mrs Bennett to place a summary on the Blog of communications from DCC about the bus services.

14.3.10 Outcome of public meeting re flood warden scheme

A public meeting had been arranged by Mrs Bennett on 25th February 2014. This was attended by Ms Healy, Mr Harrison and Mr Yeomans plus 17 residents. A presentation was given by both DDDC and DCC. Following this event, two residents, Lynnette Coyne and John Barnett have kindly agreed to become flood wardens. Drains need to be 'flushed out' twice a year and regular inspections also need to take place. The emphasis is on prevention and a larger volume of water needs to be able to go down the drains. Grass height at road level can also be an influential factor. Investigations need to take place to establish how water comes down the main road.

Resolved: Clerk to obtain definitive information from DCC personnel.

14.3.11 Sheep Wash and Jubilee Pond

A contractor had recently cleaned out the Jubilee Pond. The sheep wash is still to be cleaned out. The bank needs to be protected. Three tractor loads of material have so far been removed from the Jubilee Pond thanks to the time spent by Mr Bunting and also for the provision of a tractor and trailer.

Resolved: Letter of thanks to be sent to Mr R Bunting and Mr J Bunting.

Mr Yeomans reported that he had ensured the resident who lives near the pond was happy with proceedings to date at the Jubilee Pond.

Mrs Bennett had been in contact with Derbyshire Wildlife Trust for professional advice regarding planting in the Sheep Wash. Derbyshire Wildlife Trust members would be willing to help with co-ordinating planting as pond areas can be difficult to manage. Contact needs to be made with Peak District National Park Authority (PDNPA) for funding.

Resolved: Clerk to seek advice from the Ponds' Officer at PDNPA regarding any possible funding towards replanting and also an opinion on both what to plant and when to carry out planting. Clerk to request the ponds officer to meet with Mrs Bennett at the site.

14.3.12 Car park at Nethergreen

A resident had kindly forwarded, via electronic means, some background information related to the car park. The parish council members were very grateful to receive a very well researched letter which made reference to a 'village green'. In addition, the clerk had contacted PDNPA regarding planning conditions which may be attached to the car park. A response had been received from the Enforcement Team which detailed that there was no formal planning attached to the car park; however, as photographic evidence was in place demonstrating the car park had been in place since 1999, PDNPA stated this matter was now immune from planning. The parish council applied for a change of use of land on the roadside to a playing field which was granted in 1978 but this did not include what is now the car park, therefore, the use of the area as a car park was not authorised by the application for the playing field. The enforcement officer had also searched the ownership of the area with DDDC and DCC. A reference was made to an application by the parish council approximately 8 years ago for approval of signs directing people to use this car park rather than street parking which suggests responsibility for decisions surrounding the car park rest with the parish council.

Resolved: Clerk to contact the Legal Department at DCC regarding the status of the car park and any possible connections to a village green.

At this point in proceedings a resolution was passed to re order agenda item 13 as a confidential item to accept quotes which had been received for the restoration work at the public toilets.

Resolved: Agenda item on public toilets and the cleaner to now feature as agenda item 21.

14.3.13 Footbridge near playground, playground swings and possible expenditure

The footbridge near the playground remains a pleasant feature of the area. The safety of the hand rail was discussed further by members. Mr Yeomans offered a solution to the hand rail using posts and rails; he offered to complete work at this location as a volunteer. Mr Yeomans has his own public liability insurance. It was further suggested that wire be fitted to the tread area as an anti-slip measure. Mr Yeomans further reported that he would spread additional grass seed near the roundabout restored by members last year.

Resolved: Members agreed that Mr Yeomans should purchase materials, including posts, rails and wire, from the builders' merchant used by the parish council to make the footbridge safe.

Mrs Bennett provided information about replacement swing seats from the original supplier of the cradle swings. The swings are not unsafe but black rubberised material comes off onto hands and clothing when the swings are used; the chains are also safe. The cost of the replacements items was also reported.

Resolved: An order for replacement cradle seats to be placed immediately after the meeting by Mrs Bennett.

Resolved: Cheque to be prepared for the cost of the new seats and carriage costs.

14.3.14 Pump Hill

A response had been received from the previous owner of Pump Hill. The gentleman had previously gifted Pump Hill to the Parish Council. The gentleman confirmed that he would be interested in buying back the land. Members discussed legal costs and responsibility for the payment of such costs.

Resolved: At this stage, without the benefit of legal advice, it was agreed to sell Pump Hill back to the previous owner for the sum of £1.

Resolved: Mr Gerard-Pearse to liaise with the previous owner to establish the best options to cover the legal process.

Resolved: Pump Hill to feature on future agendas until resolved.

14.3.15 Communications Policy

A draft policy had been prepared and forwarded to councillors in advance of the meeting. Members gave further consideration to the policy. An official email contact for public communication purposes was discussed. Vexatious or repeated requests for information and Freedom of Information (FOI) policies were also referred to. Information regarding these items had been received from DALC.

Resolved: The members adopted the communications policy to include an official email contact.

Resolved: Mr Harrison to liaise with the clerk regarding the official email contact process.

Resolved: Vexatious information or repeated requests for policy and FOI policy to be placed on the next agenda.

14.3.16 Consideration of future hedge cutting

Resolved: Hedge cutting to take place in August at the football pitch area.

Resolved: Clerk to contact the contractor used during the previous summer.

14.3.17 Highway and footpath issues

Potholes previously reported by the clerk had been filled. However, Mr Harrison reported that due to the weather, the repairs had not lasted and the pot hole on the Fenny Bentley to Longcliffe Road was now in need of further repair.

Resolved: Clerk to report the pot hole again to DCC.

14.3.18 Items of account, general administration, clerk's salary and HMRC

Cq 1176	Parwich Memorial Hall	Hire	£15.00
Cq 1177	S Hampson	March salary	£214.20
Cq 1178	S Hampson	Reimb of expenses	£15.90
Cq 1179	HMRC	Final quarter income tax	£160.80
Cq 1180	PPL	New swings seats	£286.80
DD	EON	Estimated electricity bill	£4.36

Members of the parish council and the clerk had consulted with DALC for professional advice regarding the additional work load generated by a very high number of enquiries from Mr R Tresidder. Following this consultation and the advice received members concluded that the clerk should be paid for the work carried out in addition to her contractual hours. This matter was supported by DALC.

Resolved: The clerk to be paid for an additional 10 hours of work. This amounts to £103 and will be included in the April salary payment.

14.3.19 Planning applications and planning sub-committee

Mr Gerard-Pearse declared an interest in a planning proposal at his property which had been received by the parish council. The proposal was for a section 73 application for the removal of condition 8 restricting the use to holiday use on a previously approved application.

Resolved: Mr Gerard-Pearse left the room and took no part in the discussion or decision process surrounding this application.

Resolved: Members supported the application for the following reasons:

- it is useful to have smaller properties available for long term rent
- the proposal will provide the availability of a small house
- occupants of the properties will support local community facilities

Plans had been granted for the erection of a conservatory at Smith Close, Parwich. Consultation details were provided for a new cycle strategy.

14.3.20 Correspondence and communication

Included: multiple emails from Mr R Tresidder requesting information on council policies, details of the candidates who had applied for the vacancy on the council and instructions to members how to interview the candidates during a public session. A FOI request had also been received from Mr Tresidder about the co-option process.

Resolved: Members instructed the clerk to advise Mr Tresidder that the answer to his FOI request can be located within these minutes and items in the public domain: that the process which took place during the co-option process was reported before members of the public at the beginning of the meeting. Furthermore, the entire process has involved the required reporting to Derbyshire Dales District Council; public advertisement of the vacancy for the required period; consultation with DALC and Mrs Presland from DALC was present throughout proceedings as an independent witness.

Mrs Bennett reported that a British Gas Business representative had twice not adhered to an arrangement to meet at the pavilion regarding access to the meters. A further arrangement had been made which Mrs Bennett hoped would be successful.

Other correspondence included: DALC subscription details for the next financial year, changes in terms and conditions to EON contract, Wicksteed play equipment publicity and DALC circulars.

14.3.21 Public toilets and cleaner

Following the earlier resolution this matter was discussed as a confidential matter to consider tenders received from local tradesmen in connection with redecoration/restoration of the public toilets and noticeboard. Ms Healy reported the costings to members detailed in two quotes which had been received. However, subsequent to the receipt of these quotes, as detailed in public speaking, a resident had offered the services of the Bowls Club to carry out renovations without labour charges being incurred.

Resolved: Mr Gerard-Pearse to liaise the resident to find out the outcome of the Bowls AGM with regard to the offer to carry out basic painting works at the toilets and to instruct the Bowls Club accordingly.

Resolved: Mr Gerard-Pearse to obtain necessary materials to complete the task from the merchant when an account is held.

Resolved: Mr Gerard-Pearse to have additional new keys cut and to supply a set to the Bowls Club.

14.3.22 Items for the next agenda

Items to include: flood management, Sheep Wash, car park at Nethergreen, public toilets and cleaner, footbridge and playground seats and ROSPA inspection, Pump Hill, communications policy, vexatious or repeated requests for information policy, Freedom of Information policy, mowing contractors, British Gas meeting, annual meetings. Additional items to be compiled by the clerk.

The meeting was declared closed at 9.55 pm.

S Hampson
Clerk to Parwich Parish Council
26 March 2014

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