

NORTHWOOD & TINKERSLEY PARISH COUNCIL

Clerk: Sarah Porter

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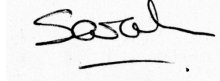
24th October 2018

Dear Councillor,

You are summoned to attend the Northwood&Tinkersley Parish Council Ordinary meeting on **Wednesday 31st October 2018 at 7.30pm in the Tea Room on Dale Road.**

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

PART 1 – NON CONFIDENTIAL ITEMS

	<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 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 12 th September 2018	To approve
6. Matters Arising (non decision making) <ul style="list-style-type: none">• Grit Bin – Arrived and needs filling• Councillor vacancies and Newsletter• Defibrillator• Playing Field• Planning applications• Finance• Poppies – 25 received and need erecting• Derelict Houses –Consultation on potential Council Tax hike to address long term empty homes issue• Footpaths – Footpath officer visiting the muddy area on footpaths 18 and 9• Correspondence actioned as agreed	To discuss Agenda Item 7 Agenda Item 8 Agenda Item 9 Agenda Item 10 Agenda Item 11 Update Update To note To note
7. Councillor Vacancies and Newsletter	To discuss
8. Defibrillator <ul style="list-style-type: none">• Quote from EDF to supply a spur to a unit - £1,406.09	To discuss
9. Playing Field <ul style="list-style-type: none">• Wildflower area has been mowed	Update
10. Planning Applications New - None Existing - None	To note To note

- | | | | |
|-----|--|--|--|
| 11. | Finance and Audit | <ul style="list-style-type: none"> • Audit charge • Accounts to 23rd October 2018 – Appendix A • Draft budget – Appendix B • S137 requests – None • New expenditure to approve: <ul style="list-style-type: none"> ➢ Cheque 597 – Grit bin - £94.80 (£15.80 VAT) ➢ Cheque 598 – Wildflower Meadow mowing - £120 ➢ Cheque 599 - Home Office Charge - £200 (whole year) ➢ Cheque 600 – Poppies - £66 • Expenditure to note <ul style="list-style-type: none"> ➢ Standing Order – Clerk Pay - £157.05 per month • New income to note - none | <p>To discuss</p> <p>To note</p> <p>To discuss</p> <p>To note</p> <p>To approve</p>
<p>To note</p> <p>To note</p> |
| 12. | Noticeboards | | Update |
| 13. | Correspondence: | <ul style="list-style-type: none"> • Snow scheme • Derbyshire Dales District Council Statement of Community Involvement 2018 • Draft Conversion of Farm Buildings Design Guidance Supplementary Planning Document 2018 | <p>To discuss</p> <p>To note</p> <p>To note</p> |
| 14. | Meeting dates for 2019 Wednesday: | <ul style="list-style-type: none"> • 30th January 2019 • 27th March 2019 • 29th May 2019 • 31st July 2019 • 25th September 2019 • 27th November 2019 | To approve |
| 15. | Feedback from Meetings and Training – None | | |
| 16. | For information | <ul style="list-style-type: none"> • Leisure Centres now managed by Freedom Leisure | To note |
| 17. | DALC Circulars (all circulated by email): | <ul style="list-style-type: none"> • Circular 14-2018 - Excellence Awards 2018 - Government updated model byelaws - External audit issues update - HS2 Consultation - Funding & Grant Bulletin - Elections 2019 - Data Protection Fee payments (GDPR) - VAT advice service - Tree Charter • Circular 13-2018 - Awards for Excellence - Audit & AGAR Forms - Aviva Comm Fund - Govt Investment to overcome barriers to building - Beacon Lighting Safety - Dementia Friendly Communities - Arnold-Baker - Local Council Admin 11th Edition - Training & Events • Circular 12-18 - DALC Constitution - Wingerworth Award - Derbyshire Police Councils Evening - Surveillance Camera Commissioner - Parish Precepts feedback - Interview Skills Training - DALC AGM reminder - Planning Training - Comm Engagement | To note |
| 18. | Reading (circulated by email): | <ul style="list-style-type: none"> • Derbyshire Dales Area Community Forums - notes from September 2018 • Darley Hillside Residents Association - UPDATE 29 SEPTEMBER 2018 • Planning notices • Derbyshire Police and Crime Panel Newsletter • Peak Park Authority Press Releases • Derbyshire Dales District Council Press Releases • Police Alerts | All to be read |

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Tea Room on Dale Road - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND –

- 5th December 2018

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MINUTES

For the meeting held on 16th May 2018 in the Tea Room on Dale Road

Councillors: Janet Iles
Sharlaine Fincham
Alan Palfreyman
Others: Tessa Lindebaum
Cllr Jason Atkin (DCC)
Sarah Porter

Trevor Lane
Colin Wragg

Apologies: Cllr Jo Wild (DDDC)
PCSO Anthony Boswell (Police)

*Report / Action
Required*

1. Apologies for absence were received from Cllr Janet Iles, Cllr Sharlaine Fincham, Cllr David Allen-Ashcroft, Cllr Jo Wild (DDDC) and PCSO Anthony Boswell (Police).
2. There were no declaration of interests
3. Public speaking:
 - Cllr Atkin – Had nothing to report. The Parish Council asked about:
 - Green bin consultation – there is a possibility that residents will be charged between £25 and £50 for the collection of the green bins
 - Playing Field – Cllr Atkin was asked to assist in moving forward the asset transfer or an alternative option. Cllr Atkin
 - Tessa Lindebaum – wildflower meadow needs to be cut. There was then a discussion about whether to pay for this with the future being so uncertain. After a discussion, it was agreed to mow it this time. Clerk to arrange. Clerk
4. There were no items to be taken with the public excluded
5. The Minutes of the Meeting held on 16th May 2018 were approved
6. Matters Arising (non decision making)
 - Grit Bin – The Clerk will look at a price for buying a bin. Clerk
 - Councillor vacancies was discussed under Item 7
 - Defibrillator was discussed under Item 8
 - Playing Field was discussed under Item 9
 - Planning applications were discussed under Item 10
 - Finance was discussed under Item 11
 - Footpath over boggy area - At the time of my inspection there didn't appear to any significant issues with flooding, there was a very slightly wet area within a field crossed by Northwood and Tinkersley Footpath 18 but easily passable if people are suitable equipped with walking boots or shoes. I would not normally recommend a footbridge in the middle of field as it is not practicable for farming the land and it may result in a slippery surface for walkers. Clerk has asked her to reassess in October
 - Poppies – The lamppost map was discussed about where to put up. It was agreed to have a big display along the A6 and then a few up Northwood Lane and Tinkersley. It was agreed to get 25. They could go up at the end of October and take down at the end of November. Clerk
 - Derelict Houses – The District Council has the list and so leave to them
 - Correspondence actioned as agreed
7. Councillor Vacancies and new Vice Chair
The Clerk continues to advertise. It was suggested to write a newsletter for the Parish. Clerk will draft something. Clerk
Cllr Fincham agreed to be the Vice Chair until the AGM
8. Defibrillator
 - Lamppost 59340 was suggested to host the defibrillator. Clerk to get the permissions. Clerk
9. Playing Field
 - Response from DDDC - There are a number land transfers, including this one, that the Council were looking to make that have stalled for various reasons. These transactions are going to be reassessed in the autumn. - Clerk has asked Cllrs Atkin and Wild for assistance
 - Goal net added by a resident. This was noted with thanks.
10. Planning Applications
New:
 - 18/00548/FUL - 65 Northwood Lane, Darley Dale, Derbyshire DE4 2HR - Two storey side

Signed:.....

Dated:.....

and rear extensions – Deadline passed and Clerk emailed round. There were no comments – Permitted conditionally

- 18/00547/REM - North Park Farm, Whitworth Road, Darley Dale, Derbyshire DE4 2HJ - Approval of reserved matters for the erection of one dwelling (outline application 17/00995/OUT) - Deadline passed and Clerk emailed round. There were no comments – Refused

Existing:

- 18/00422/FUL - New Cottage, Northwood Grange, Lumb Lane - Erection of independent dwelling house – Approved conditionally

11. Finance and Audit

- Audit returned with no comments
- Accounts to 5th September were noted
- GDPR – Clerk has completed everything to be compliant. Councillors completed a security checklist.
- S137 requests – None
- New expenditure approved: Clerk
 - Cheque 595 – ICO registration - £40
 - Cheque 596 – Insurance - £291.20
- Expenditure noted:
 - Cheque 591 – ICO registration - £35 - VOID
 - Cheque 592 – Stamps - £6.95
 - Cheque 593 – Noticeboard - £211.16
 - Cheque 594 – HMRC - £31.40
 - Standing Order – Clerk Pay - £157.05 per month
- New income noted - none

12. Noticeboards

Clerk suggested putting plaques on the smaller, more remote noticeboards stating the location of the noticeboards, the website and contact details. There was then a discussion about the Facebook page being the contact as the website address is so long. Clerk

13. Correspondence:

- Derbyshire County Council Bus Strategy – Clerk to comment that it is disappointing that there is no late night service anymore. Clerk
- Community Involvement Scheme – Clerk will link in to this. Clerk
- Consultation on draft supplementary planning document – No comment
- Beacon to commemorate WW1 – It was felt the poppies are a good commemoration.
- Mobile Library Focus Group and Library Drop In Sessions
- Dust caused by Matlock Transport – Clerk emailed them
- DDDC Community Infrastructure Levy – This was noted
- Area Community Forums – next one is 18th September
- Derbyshire Lamp Post Poppy Campaign 2018 Permission from DDDC for all lampposts
- The Off-Street Parking Places (Amendment No. 5) Order 2018 was noted
- Elections – May 2019
- DDDC Local Plan was noted

14. Feedback from Meetings and Training – None

15. For information To note

- Leisure Centres now managed by Freedom Leisure

16. DALC Circulars (all circulated by email): To note

- Circular 11-2018 - AGM - Exec Vacancies - NALC Larger Councils Comm - Civil Society Strategy - Code of Conduct - Precept capping deferral - Princes Countryside Fund - Power to increase taxation - Community-led housing - Women's Awards –
- Circular 10 - 2018 - DALC Annual Executive Meeting and Annual General Meeting - The Dave Mackay Lounge, Derby County Football Club, Pride Park, Derby DE24 8XL
- Circular 09-2018 - Launch DALC Excellence Awards - DDDC Consults - Great British High Street Award - New powers for councils deliver homes for local families - LGA councillor workbooks - Updated LTN Procurement - Data Protection Fee – CIL
- Circular 08-18 - High Court Ruling - CIL Survey - Councillor Commission 'Voice of the Councillor' workshops - Neighbourhood Planning Grants - Angling Grant Fund - Dementia Friendly Guide – Training
- Circular 07 - 2018 - GDPR - DPO - Guidance - Update on Data Protection Fees - Potential Issue with PWLB balances - National Grid Gas - Planning & Building Control Survey - Publication Guide to effective partnerships

17. Reading (circulated by email): All to be read

- County Lines or "Going Country" leaflet from the Crime Commissioner
- Citizens Advice Derbyshire Districts - Derbyshire Dales Impact Report 2017-18
- Planning notices
- Derbyshire Police and Crime Panel Newsletter

Signed:.....

Dated:.....

- Peak Park Authority Press Releases
- Derbyshire Dales District Council Press Releases
- Police Alerts

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- 31st October 2018
- 5th December 2018

NORTHWOOD&TINKERSLEY PARISH COUNCIL

Bank Rec. As at 23rd October 2018

	NatWest Current £	NatWest Reserve £	Summary £	
Cash Book : Bal b/fwd current A/C 1st April 2018	2,740.87	3,007.44	5,748.31	
plus : receipts	4,885.00	0.76	4,885.76	
less : payments	-1,737.66		-1,737.66	
unpresented items	0.00		0.00	
	<u>5,888.21</u>	<u>3,008.20</u>	<u>8,896.41</u>	0.00
Unpresented chqs	645.30	0.00	645.30	
Unpresented receipts	0.00	0.00	0.00	
Balance	<u>6,533.51</u>	<u>3,008.20</u>	<u>9,541.71</u>	
Bank : Current A/C - 05/03/18	6,533.51		6,533.51	
Deposit A/C - 05/07/18	0.00	3,008.20	3,008.20	
	<u>6,533.51</u>	<u>3,008.20</u>	<u>9,541.71</u>	
difference	0.00	0.00	0.00	

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

NORTHWOOD&TINKERSLEY PARISH COUNCIL		Monthly Budget Variances at 23/10/18			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2018 - 2019		Year To Date			Full Year Projection		
Date	23rd October 2018	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	7	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	1,162.15	1,225.00	62.85	2,100.00	2,100.00	0.00
	Clerk's expenses and home office contribution	0.00	116.67	116.67	200.00	200.00	0.00
	Training	0.00	29.17	29.17	50.00	50.00	0.00
	Audit fees	26.20	46.67	20.47	80.00	80.00	0.00
	Room hire	0.00	93.33	93.33	160.00	160.00	0.00
	Subscription DALC	40.00	128.33	88.33	220.00	220.00	0.00
	Website maintenance	0.00	116.67	116.67	200.00	200.00	0.00
	Insurance	291.20	175.00	(116.20)	300.00	300.00	0.00
	Stationery, Printing and Adverts	6.95	350.00	343.05	600.00	600.00	0.00
		1,526.50	2,280.83	754.33	3,910.00	3,910.00	0.00
	Playing Field						
	Maintenance	0.00	116.67	116.67	200.00	200.00	0.00
	Safety Inspection	0.00	58.33	58.33	100.00	100.00	0.00
	Grass cut	0.00	58.33	58.33	100.00	100.00	0.00
	Rent	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	233.33	233.33	400.00	400.00	0.00
	Misc						
	Bench - maintenance	211.16	0.00	(211.16)	0.00	0.00	0.00
	Grit Bins and salt refills	0.00	0.00	0.00	0.00	0.00	0.00
	Footpaths	0.00	0.00	0.00	0.00	0.00	0.00
	Bus Shelter	0.00	0.00	0.00	0.00	0.00	0.00
	Donations	0.00	0.00	0.00	0.00	0.00	0.00
	Election Costs	0.00	0.00	0.00	0.00	0.00	0.00
		211.16	0.00	(211.16)	0.00	0.00	0.00
	Projects						
	Projects	0.00	583.33	583.33	1,000.00	1,000.00	0.00
		0.00	583.33	583.33	1,000.00	1,000.00	0.00
	S137 Grants						
	S137 grants	0.00	116.67	116.67	200.00	200.00	0.00
		0.00	116.67	116.67	200.00	200.00	0.00
	Total Payments	1,737.66	2,630.83	893.17	4,510.00	4,510.00	0.00
	VAT	0.00	0.00	0.00	100.00	100.00	0.00
	Total Payments after VAT	1,737.66	2,630.83	893.17	4,610.00	4,610.00	0.00
RECEIPTS		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Bank Interest	0.76	2.92	(2.16)	5.00	5.00	0.00
	Grant	0.00	0.00	0.00	0.00	0.00	0.00
	Minor Maintenance Grant	295.00	166.25	128.75	285.00	285.00	0.00
	Misc	0.00	0.00	0.00	0.00	0.00	0.00
	Vat	0.00	58.33	(58.33)	100.00	100.00	0.00
	Total Receipts before precept	295.76	227.50	68.26	390.00	390.00	0.00
	Precept	4,590.00	2,677.50	1,912.50	4,590.00	4,590.00	0.00
		4,885.76	2,905.00	1,980.76	4,980.00	4,980.00	0.00
		3,148.10	274.17	2,873.93	370.00	370.00	0.00

		2014-2015 actual	2015-2016 actual	2016 - 2017 actual	2017-2018 actual	2018-2019 budget	2018-2019 actual to decisions made to September 2018	Revised estimate 2018-2019	Proposed Budget 2019- 2020
Expenditure									
Admin	Clerk Salary	1,491.72	1,491.72	1,491.72	2,006.05	2,100.00	1,005.10	2,100.00	2,100.00
	Clerk Expenses and home office contribution	-	-	-	100.00	200.00	-	200.00	200.00
	Training	25.00	50.00	50.00	60.00	50.00	-	50.00	50.00
	Annual Audit	20.00	20.00	20.00	25.00	80.00	26.20	80.00	80.00
	Room Hire	118.60	120.00	135.00	45.00	160.00	-	160.00	160.00
	Subs	193.97	195.91	198.85	407.49	220.00	40.00	40.00	220.00
	Website	-	-	-	40.75	200.00	-	-	200.00
	Insurance	265.00	265.00	273.75	280.00	300.00	291.20	291.20	300.00
	Stationary	46.21	42.96	514.52	575.96	600.00	6.95	300.00	300.00
Playing Field	Maintenance	-	-	-	-	200.00	-	-	200.00
	Safety Inspections	-	-	-	-	100.00	-	-	100.00
	Grass cutting	-	-	-	100.00	100.00	-	100.00	100.00
	Rent	-	-	-	-	-	-	-	-
Misc	Bench maintenance	125.00	-	-	-	-	211.16	-	-
	Grit bins and Salt	-	-	-	-	-	-	-	-
	Footpaths	285.00	285.00	190.00	285.00	-	-	-	-
	Bus shelters	-	-	-	-	-	-	-	-
	Donations	-	-	-	-	-	-	-	-
	Election expenses	-	241.17	-	-	-	-	-	500.00
Projects (defibrillator)	-	-	-	-	1,000.00	-	-	1,000.00	
S137 Grants	-	-	-	-	200.00	-	-	200.00	
Total payments	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£5,510.00	£1,580.61	£3,321.20	£5,710.00	
VAT	-	-	-	-	-	-	100.00	100.00	
Total expenditure	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£5,510.00	£1,580.61	£3,421.20	£5,810.00	
Income									
Bank Interest	1.46	1.52	1.03	0.78	5.00	0.38	1.00	5.00	
Grant	-	-	780.00	285.00	285.00	295.00	295.00	295.00	
Minor Maintenance Grant (Footpaths)	225.00	285.00	190.00	-	-	285.00	285.00	285.00	
Misc	-	450.00	-	-	-	-	-	-	
VAT Rebate	-	-	84.33	-	100.00	-	100.00	100.00	
Total receipts before precept	£226.46	£736.52	£1,055.36	£285.78	£390.00	£580.38	£681.00	£685.00	
Precept	2,500.00	2,500.00	2,500.00	4,500.00	4,590.00	4,590.00	4,590.00	4,590.00	
Total Income	£2,726.46	£3,236.52	£3,555.36	£4,785.78	£4,980.00	£5,170.38	£5,271.00	£5,275.00	
Balance bought forward from previous year	£3,525.36	£3,681.50	£4,206.26	£4,887.78	£5,748.31	£5,748.31	£5,748.31	£7,598.11	
Plus income	£2,726.46	£3,236.52	£3,555.36	£4,785.78	£4,980.00	£5,170.38	£5,271.00	£5,275.00	
Less expenditure	£2,570.50	£2,711.76	£2,873.84	£3,925.25	£5,510.00	£1,580.61	£3,421.20	£5,810.00	
Annual Profit/loss	£155.96	£524.76	£681.52	£860.53	£-530.00	£3,589.77	£1,849.80	£-535.00	
Balance carry forward	£3,681.32	£4,206.26	£4,887.78	£5,748.31	£5,218.31	£9,338.08	£7,598.11	£7,063.11	

Clerk forgot to invoice!