

A meeting of Parwich Parish Council was held on Wednesday, 20th June 2018 at 7:30 pm in Parwich Memorial Hall.

Present: Chair, M Edge, Vice Chair, P Kirkham, J Barnett, J Jessons, M Compton, T Marshall, J Turnbull, Clerk, A Martin. One member of the public arrived shortly after the start of the meeting.

20.6.1 Apologies/Councillors' attendance register.

The councillors present signed the attendance register.

20.6.2 Declaration of personal/pecuniary interest of Councillors.

None declared.

20.6.3 Minutes of the previous meeting and items from the minutes.

The draft minutes had been forwarded to members in advance of the meeting, displayed on the Parish Council's website and in the local shop.

Resolved: To accept the draft minutes as a true record of proceedings.

20.6.4 Public speaking.

None.

20.6.5 Items from public speaking.

None.

20.6.6 Review of Polices and Procedures.

- Polices previously reviewed but not subject to change have had their review dates updated on the website.
- **Financial Regulations.** The drafting of amendments is in progress.
- **Health and Safety Policy.** Draft amendment circulated for approval.
Resolved: The amendment was approved.
- **Clerk's expenses policy, Drone flying policy, Equality and diversity policy and Tree management policy** reviewed by Councillors J Jesson and T Marshall. No recommendations for changes were made.
Resolved: To leave the polices unchanged.
- **Complaints procedure and Press and media policy.** Reviewed by Councillor M Compton. No recommendations for changes were made.
Resolved: To leave the polices unchanged.
- **Communications Policy.** The drafting of amendments reflecting GDPR is in progress.

20.6.7 General Data Protection Regulation.

The Clerk briefed the meeting on a proposed approach to ensuring compliance covering

- Activities which the Council could chose not to undertake so as not to require a policy for them.
- Suggestion of anticipated tasks for an action plan.

Resolved: To record the above in a draft interim policy for approval at the next meeting.

Resolved: The Clerk to research the availability of e-mail addresses for Parish Council business from the current website provider.

20.6.8 Clerks report.

- Clerk's estimate of time spent approximately 10 hours per week.
- HMRC PAYE submission for May and June.
- Responded to Planning Authority re Planning Permission at Foofinside Farm.
- Visit of Sheffield Caravan Club had been supported by Councillors J Turnbull and J Barnett. £253.50 in fees had been collected. No issues had been reported.
- Replied to Derbyshire Dales District Council supporting road closures for Wakes events.
- Responded to Blog posts re dog fouling.
- Attended meeting of Memorial Hall Committee.
- Financial report and graphs from Parish Annual meeting placed on website.
- Bowls Club report from Parish Annual Meeting placed on website.
- Pond dredging begun this week.
- Removal of artificial wicket begun this week.

20.6.9 Items of account.

Cq 1418	Clerk	Salary	£355.14
Cq 1419	HMRC	PAYE tax	£355.13

These minutes are a draft until approved at the following meeting.

Parwich Parish Council

Cq 1420	T Moorcroft	Mowing	£800.00
Cq 1421	Playsafety Limited	Playground inspection	£79.80
Cq 1422	Memorial Hall	Hall hire, May Annual Meeting	£25.00
Cq 1423	Auditor	Internal Audit	£39.40
Cq 1424	S Marshall	Water leak investigation	£25.00

20.6.10 Internal Audit.

The internal audit was carried out on the 21st of May by Brian Wood. The auditor's report had been circulated to Councillors in advance of the meeting. No issues were highlighted for action.

Resolved: To accept the auditors report.

20.6.11 Annual Governance Statement.

The Clerk read out each requirement of the Annual Governance Statement, which had been circulated in advance of the meeting.

Resolved: That the Council record that it had complied with each requirement and that the Chair should sign the Statement.

20.6.12 Accounting Statements.

These had been circulated in advance of the meeting and signed by the Responsible Financial Officer.

Resolved: That the Council record that the figures matched those in the report of the internal auditor and that the Chair should sign the Statement.

20.6.13 Planning Applications.

Internal and external alterations at the Creamery. NP/DDD/0518/0404

Resolved: The Parish Council supports this application on the grounds that it is a suitable alteration to the property that does not detract from the appearance of the neighbourhood.

Shed/Greenhouse at Church View. NP/DDD/0518/0399

Resolved: The Parish Council supports this application on the grounds that it is a suitable addition to the property that does not detract from the appearance of the neighbourhood.

20.6.14 Playground equipment.

Safety report on existing equipment received and circulated for review in advance of the meeting.

Resolved: To consider incorporating a programme of minor repairs to coincide with the installation of new equipment.

New equipment progress report sent to Derbyshire Environmental Trust (DET) and Derbyshire Dales District Council Local Projects Fund.

Likely date for first grant draw down discussed with DET.

Two shortlisted designs were discussed with the Toddler Group and School. The Toddler group expressed a slight preference for one design and the school had not responded.

Further technical details had been requested from the two shortlisted suppliers and had been provided. These had been summarised in a table circulated to councillors prior to the meeting.

Resolved: That the proposal from Playforce is preferred.

Resolved: That the Clerk should complete the "Tender Summary" required by DET and submit it to them for approval.

Resolved: That if approval is given the Clerk should place an order for the equipment.

20.6.15 Nethergreen

The owners of Blanche Meadow have used material removed from a drive they were renewing to fill potholes in the car park and access track. This work took place without the prior knowledge of the Parish Council but was explained in an e-mail received afterwards.

Resolved: To communicate to the owners of Blanche Meadow that the Parish Council appreciates the efforts they have made to improve the area.

Resolved: That the Council does not wish to infer that it necessarily approves of, or would approve of, work undertaken without prior agreement.

Resolved: That the Council takes note of comments in the e-mail regarding responsibility for maintenance and other future action without agreeing or disagreeing with them.

20.6.17 Pump Hill

Advice on landscape design and grants had been sought from Derbyshire Wildlife Trust. Referred back to PDNPA.

Advice on landscape design, grants and planning had been sought from PDNPA. A site meeting with the Community Planning Officer had taken place on the 19th of June. The Clerk gave a brief account of this meeting and will circulate

further detail by e-mail.

Resolved: The Clerk to contact the Community Planning Officer to follow up the offer of assistance with drafting a brief describing potential objectives for the area.

Resolved: That priority should be given to developing a possible proposal for creating two new access points.

Resolved: That the Clerk should follow up an offer to draw up plans for the access points.

Resolved: To note the importance of having a plan which can be implemented and maintained with available resources.

Resolved: That the mowing contractor should be instructed to trim nettles and brambles on Pump Hill prior to Wakes week.

20.6.17 Offer for land at Memorial Hall site.

Bagshaws have provided a valuation for the land requested.

Resolved: That the Clerk should discuss the valuation informally with the owners of Shaw Barn.

Resolved: That the option of renting the land should be investigated if this is of interest.

20.6.18 Village Maintenance.

There are mole hills behind the wall on Nethergreen.

Resolved: The Clerk will endeavour to have them removed before Wakes week..

20.6.19 Correspondence and communication.

- Resident. Suggestions regarding Pump Hill.
- Horticultural Society. Suggestions regarding Pump Hill.
- Resident. Information regarding the area of Pump Hill maintained nearest to the Hall.
- Resident. Thanks for the condition of the football pitch.
- DDDC. Recruitment for annual canvass.
- DCC. Mobile Library consultation
- DCC. Community Involvement Scheme.
- DALC. Circular 07-2018
- DALC. Circular 08-2018
- Police Commissioner's Office. Rural Crime Survey.
- Armistice Project. Silhouettes.
- Memorial Hall Committee. Garden Tidy.
- PCS communities. Defibrillators. X2
- Rehab4alcoholism. Website request.
- Creative Play. Playground equipment.
- Sports and Play Consulting. Procurement advice.
- PDNP. Planning services bulletin. Site Notices.
- Seafarers UK. Fly the Red Ensign. (passed to RBL).
- Citizens Advice. Anti Scamming Poster.

20.6.20 Items for the next agenda.

- Minor maintenance of existing playground equipment.

20.6.21 Date of next meeting.

- Next Parish Council meeting proposed date of **25th July 2018** at 7:30pm in the Memorial Hall.

The meeting was declared closed at 9:59 pm

A Martin
Clerk to Parwich Parish Council
21 June 2018