

The Annual Meeting of Parwich Parish Council was held on Wednesday, 15th May 2024 in Parwich Memorial Hall at 8:00pm.

Present: Chair, M Compton, I Manning, S Chambers, L Coyne, Clerk A Martin.

Three members of the public.

05-15-1 Election of Chairman and Vice Chairman.

M Compton was proposed as Chair by I Manning and seconded by S Chambers.

M Compton accepted the nomination.

Resolved: There being no other nominations it was unanimously agreed that M Compton be elected as Chair.

M Compton signed a Declaration of Acceptance of Office for the role of Chair.

There were no candidates offering to stand for the office of Vice Chair.

05-15-2 Apologies/Councillors' attendance register.

Apologies: Derbyshire Dales District Councillor N Edwards-Walker. J Turnbull due to family circumstances.

Councillors present duly signed the attendance register.

05-15-3 Declaration of personal/pecuniary interests of Councillors.

None.

05-15-4 Minutes of the previous meeting.

The draft minutes of the meeting of 17th April had been forwarded to members in advance of the meeting and displayed on the Parish Council's website.

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

05-15-5 Public speaking.

One member of the public spoke expressing concerns that details of the proposal for management of the Creamery triangle to encourage wild flowers had not been adequately explained. Also, to ask that when mowing takes place the cuttings should be removed for appearance's sake and to prevent them from enriching the soil.

One member of the public spoke expressing ongoing concern for the lack of progress with addressing flooding at the south end of Parson's Croft.

05-15-6 Items from public speaking.

Resolved: To bring forward item 19 on the agenda, Flood Concerns.

05-15-7 Flood concerns.

M Compton and S Chambers had spoken with residents on-site about their concerns.

It was understood that road flooding at the corner by Dales Yard needs to be addressed by the Highways Authority, Derbyshire County Council. A resident is understood to be making a formal request to them.

Resolved: That should this request be unsuccessful the Council would be willing to consider making a further request in support of the concerns raised and/or writing to the appropriate County Council members.

The reluctance of the Oddfellows to permit the sale of a small part of Parson's Croft to allow a resident to improve drainage on the land was discussed.

Resolved: That the Clerk should write to the Oddfellows requesting confirmation that the power to grant an easement to the charge contained in the registration of the land does rest with the Loyal and Laurel Crown Lodge No 1056.

The Council is responsible for the stewardship of the land on behalf of residents. If any arrangements can be made to improve the drainage it needs to be clear what these are. This would allow relevant parties know just what they are agreeing to, or opposing. It would allow a proper opinion to be sought about the legality of, and liability for, any work carried out.

Resolved: That the Council should write to the resident wishing to improve drainage on the land requesting a written description of the work requested. Irrespective of whether this can be achieved with, or without, the sale of any land.

05-15-8 Review and Adoption of Standing Orders and Financial Regulations.

Standing Orders require this at the Annual Meeting.

It was noted that changes to legislation, revised model Standing Orders and issues arising with the existing Standing Orders have generally been dealt with at the time they arose.

Resolved. That Councillors, who wish to, will read the current Standing Orders and bring any suggestions for changes to the next meeting. Otherwise, the Standing Orders will be approved in their present form.

New model Financial Regulations have recently been provided by the National Association of Local Councils.

Resolved. The Clerk will draft revised Financial Regulations based on the new model regulations for approval, or amendment, at the next meeting.

05-15-9 Review of Policies and Procedures.

Standing Orders require this at the Annual Meeting.

It was noted that changes to legislation, revised model polices and issues arising with the existing policies have generally been dealt with at the time they arose. No issues requiring amendment of the polices were outstanding.

The need to consider each policy in detail was considered.

Resolved: The following policies will be looked at in more detail by the named Councillor ahead of the next meeting.

1. Freedom of Information Policy. (S Chambers)
2. Press and Media Policy. (M Compton).
3. Complaints Procedure. (I Manning).
4. Public Speaking Policy. (M Compton).
5. Parsons Croft Car Park Policy. (L Coyne).
6. Nethergreen Car Park Policy. (L Coyne).

Resolved: To approve the remaining Policies and Procedures in their current form.

05-15-10 Review of inventory of Land and Assets.

Standing Orders require this at the Annual Meeting.

A full review of the Council's assets had been carried out and circulated in advance of the meeting. In general assets recorded for the purpose of the Annual Return remain on the Asset Register at purchase cost where known. They are neither depreciated nor increased for inflation. The outdoor chairs and floodlights purchased during the year to 31 March 24 had been added to the register. No items had been written off or revalued.

Resolved: To approve the revised Asset Register.

Insured assets are separately valued at replacement cost which is subject to escalation. These have also been reviewed and this is dealt with under item 12.

05-15-11 Review of Council and/or Staff subscriptions.

Standing Orders require this at the Annual Meeting.

The only subscription paid by the Parish Council is to the Derbyshire Association of Local Councils. This subscription was reviewed and renewed in a previous meeting.

05-15-12 Insurance cover.

Standing Orders require this at the Annual Meeting.

The current term expires at the end of May this is the third year of a three-year fixed rate agreement. The current brokers, are BHIB using Aviva.

Resolved: To accept the fixed rate renewal quotation from BHIB for the third year of the three-year period of cover.

05-15-13 Internal audit.

The internal audit was carried out on the 14th of May by Carole Dean of East Midlands Audit Services. The auditor's report had been circulated to Councillors in advance of the meeting. No items had been highlighted for attention. The Annual Internal Audit page from the Annual Accounting and Governance Return (AGAR), completed and signed by the auditor, was displayed in the meeting.

Resolved: To accept the auditor's report for the purpose of considering the Annual Governance and Accounting Statements.

05-15-14 Annual Governance Statement.

A blank form of the Annual Governance Statement, had been circulated to Councillors in advance of the meeting for review.

The Council reviewed each of the governance statements.

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

05-15-15 Accounting Statements.

The Accounting Statement for 2023-24 had been circulated in advance of the meeting. The Statement, signed by the Responsible Financial Officer, was displayed in the meeting.

The Council considered the Accounting Statement.

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

The Chair signed the statement.

During preparation of the draft Accounting Statements for 2023-24 a (non- material) error was noted in the Accounting Statement for 2022-23 as it did not match the figures in the Auditors report.

Resolved: That the Council should approve a correction to the Accounting Statement for 2022-23 and that the Chair should initial it.

05-15-16 Clerk's report.

Completed

1. Clerk's estimate of time 11 hours per week over four weeks. (High due to Internal Audit)
2. Mowing contract.
 - 2.1. Dealt with concern about grass left in corner of playground.
3. Pavilion.
 - 3.1. The roof repair has been completed.
 - 3.2. One day's work plus materials has been authorised for sealing of asbestos in changing rooms.
 - 3.3. This will be carried out in accordance with HSE datasheets provided.
 - 3.4. The balance of a sum pledged to support repairing the roof has been offered towards the cost of the work on the changing rooms.
4. Playground.
 - 4.1. Installation of new equipment.
 - 4.1.1. Replacement slide, roundabout and seesaw have been installed.
 - 4.1.2. Swing chains and toddler swing seats have been replaced.
 - 4.1.3. A small area of cold pour surfacing has been installed under the fire pole on the climbing frame free of charge.
 - 4.1.4. Damaged grass has been reseeded.
 - 4.1.5. Wicksteed have been advised of a small area of damage to the cold pour surface and have offered to repair it when passing.
 - 4.1.6. No opening ceremony is planned.
 - 4.1.7. No additional signage has been requested by Tarmac.
 - 4.1.8. All forms and supporting documents for payment of the Grant have been sent to the Derbyshire Environmental Trust.
 - 4.2. The mowing contractor has been asked to paint the swing frames.

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- 4.3. The annual inspection by RoSPA Playsafety will take place in May.
 5. Camping on Parson's Croft.
 - 5.1. The visit by Sheffield DA over St Georges weekend was successful.
 - 5.2. The campers were allowed the use of the Pavillion free of charge and carried out some tidying of the equipment stored there.
 - 5.3. Despite great care some damage to the cricket pitch outfield occurred. This is recovering with the assistance of the mowing contractor. There is no risk to playing the matches scheduled.
 - 5.4. Fees for next year have been confirmed to Notts DA. They have again booked to attend for ten days over Wakes.
 6. Parwich Moor North.
 - 6.1. Signed Farm Business Tenancy forwarded to the tenant's agent by Bagshaws.
 7. HMRC PAYE.
 - 7.1. Software updated.
 - 7.2. 2022-23 tax year closed.
 - 7.3. Clerk's P60 issued.
 8. The Clerk has written to the Memorial Hall Management Committee encouraging them to pursue grant funding for replacement of the heating system.
 9. Statutory notices posted in relation to the local elections.
 10. Replied to ActivePlaces survey for Nethergreen.
 11. Attended DALC Clerks' roadshow.
 12. Invitations to Parish Annual meeting sent to local organisations.
 13. Cricket matches.
 - 13.1. A copy of the Cricket Club's third-party insurance has been provided.
 - 13.2. This will require them to carry out, and act on, a risk assessment.
 - 13.3. But there is no requirement for the Parish Council to review their assessment.
- Ongoing
14. Attempts are being made to contact the contractor who installed the tennis court floodlights to see if they can be adjusted to address the concerns of a nearby resident.
 15. Regrowth of Ivy on Nethergreen walls to be treated
Waiting response or action
 16. Requested cost of insuring Pikehall defibrillator. Waiting reply.
 17. Waiting advice re finance from Tennis club re-funding of court cleaning.

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05-15-17 Items of account.

On-line payments approved by Clerk since last meeting.

Payee	Item	Amount
Contractor	Mowing - April	£920.00

On-line payments due.

Payee	Item	Amount
Memorial Hall	April hire.	£25.00
Clerk	Letter by recorded delivery.	£2.55
Clear Councils (formerly BHIB)	Insurance	£1,091.06
Wicksteed	New playground equipment	£26,059.04
Wicksteed	Swing refurbishment	£1,187.20
East Midlands Audit Services	Internal Audit	£52.50
Shaun Marshall Builder	Pavilion roof repair. Labour and sundries	£3,186.59
H.Lee Joinery	Pavilion roof repair. Materials.	£198.91
Lester Lowe. Ltd	Pavilion roof repair. Materials. Estimate. Waiting invoice.	£1481.41
Bio Crown Chemicals	Asbestos sealer. Waiting invoice.	£300.00
Sean Marshall Builder	Labour to seal asbestos. Estimate.	Ntx 2 x 1 days labour plus sundries.
Contractor	Mowing – May. Waiting invoice	£920.00

Resolved: These invoices are approved for payment.

Notes:

1. Sheffield Campers fees received. £380.00.
2. Precept received. £10,711.00
3. VAT claim (2023-24) received. £2,064.10.
4. Footpath minor maintenance claim received. £60.00.
5. DET Tarmac grant received. £21,688.00.
6. Rent reminder sent by recorded delivery.
7. Balance at 15 May 2024. £49,010.70.

05-15-18 Planning applications.

New

NONE

Updated

1. Old Barn. Smithy Lane.
 - 1.1. Conversion from barn opposite Townhead to a holiday let.
 - 1.2. SUPPORTED by Parish Council.
 - 1.3. Referred to PDNPA Planning Committee 10 May 2024 with recommendation to accept.
 - 1.4. ACCEPTED by PDNPA Planning Committee
2. Conversion of Outfarm to Dwelling.
 - 2.1. Pits Lane. Hillcrest Barn.
 - 2.2. SUPPORTED by Parish Council.
 - 2.3. REJECTED by PDNPA Planning Committee.
3. The Orchards. Monsdale Lane.
 - 3.1. Proposed extension to dwelling.
 - 3.2. SUPPORTED by Parish Council. (2021)
 - 3.3. Referred again to PDNPA Planning Committee 10 May 2024 with recommendation to REJECT.
 - 3.4. But ACCEPTED by PDNPA Planning Committee.

05-15-19 Pump Hill. Boundary wall.

Possibilities for rebuilding the wall continue to be investigated.

05-15-20 Trees.

An on-site visit has confirmed that none of the trees viewed should have any safety or cosmetic work undertaken at this time. The particular value of the ash tree on the boundary of Parsons's Croft car-park as a wildlife habitat was noted.

Resolved: No action at this time. Condition of trees to be reviewed again when fully in leaf.

05-15-21 Creamery Lane triangle.

This land is not owned by the Parish Council. The Council does not have any formal rights or responsibilities regarding it. Technically it is a verge under the management of the Highways Authority. (Derbyshire County Council).

The Council has historically paid for this verge to be strimmed and could chose to do so again.

It has recently been cut by residents.

At the last meeting a range of views were expressed about whether or not the Council should pay for the area to be strimmed, and how often.

In order to canvass opinion more widely before reaching a decision a survey has been conducted using the Parish Council website.

The aggregated results of the survey have been published on the Council's website along with a number of comments.

A majority of those responding favoured regular cutting to maintain appearance. However, a significant number took the view that cutting should be less frequent to encourage wild flowers. A majority, but again not all, residents living within sight of the triangle favoured occasional cutting.

The Council considered the results of the survey, comments made during public speaking and suggestions that there may be residents who are willing to maintain the area voluntarily.

Resolved: For the immediate future the Council will ask the mowing contractor to cut the grass every two weeks and to collect the cuttings if possible. Starting as soon as possible.

Resolved: To make further enquiries about residents who may be willing to maintain the area voluntarily and consider these at a future meeting.

05-15-22 Website contract.

A revised design, compliant with new accessibility requirements has been offered free of charge by the Council's Website provider Cuttlefish Multimedia. All existing content and functionality would be retained.

Resolved: To ask for this change to be made.

A gov.uk domain has been offered to replace the current org.uk domain name.

1. A gov.uk domain is more secure and may become mandatory.
2. The Clerk's e-mail address would change from org.uk to gov.uk.
3. Set up cost and first two years subscription will be paid by the Cabinet Office while funds last.
4. Subscription costs after this time will be £75 per annum.

Resolved: To ask for this change to be made.

05-15-23 Millennium Pond.

A resident has written requesting the removal of the weir at the Millennium Pond due to concerns that it may be causing build-up of water upstream and silting up of the pond.

In order to assess if it could, or should, make such a change the Council would need to be provided with a professional opinion in order to understand

1. The extent of any harm being caused.
2. Whether it had a legal obligation to address it.
3. Whether it had a legal right to address it.
4. Whether harm to wildlife and/or water flow might be adversely affected.
5. Who would accept liability for any unforeseen consequences.

Resolved: The above to be brought to the attention of the resident requesting the removal of the weir.

05-15-24 Risk Register.

A revised and updated risk register had been circulated in advance of the meeting. This is evidence of the Governance Statement which the Council must make annually, and which states:

“We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks”

Resolved: Councillors will review this list before further discussion at the next meeting.

05-15-25 Vehicle damage on Nethergreen carpark.

A visitor to the village wrote advising that damage had occurred to their car twice on visiting the carpark and asking who was responsible for its upkeep.

Advice on responding has been requested from the Council’s insurers but a reply has not been received.

Resolved: To progress the advice from the insurers but to take no further action in the mean time.

05-15-26 Correspondence and communication.

1. DCC. Community news x 3.
2. DCC. Parish & Town Council Liaison Forum. Slides.
3. DDDC. Consideration - Letters from Local Government Minister.
4. DDDC. Temporary Road Closure - Parwich Hill Race.
5. Rural Services Network. Bulletin. x3.
6. Rural Services Network. Funding digest.
7. Rural Action Derbyshire. Derby Cathedral Event Invite.
8. Rural Action Derbyshire. Network Sessions Announced.
9. PDNPA. 70 years of Peak District rangers.
10. PDNPA. Shot Peregrine.
11. PDNPA. Residents’ issues raised with CEO.
12. Citizens Advice. Impact Report.
13. Clear Councils Insurance. D-Day 80th anniversary.

05-15-27 Items for the next agenda.

1. Maintenance of Nethergreen car park.

05-15-28 Date of next meetings.

To be held on Wednesday 19th June in the Memorial Hall at 7:30pm.

And thereafter at the same time and place on the third Wednesday of the month except for August and December.

The meeting was closed at 10:05 pm.

A Martin
Clerk to Parwich Parish Council
17 May 2024

The Parwich Annual Parish Meeting was held on Wednesday, 15th May 2024 at 7:30 pm in Parwich Memorial Hall.

Present. The Council and six members of the public.

1. Apologies.

Derbyshire Dales District Councillor N Edwards-Walker.

J Turnbull.

2. Approval of the minutes of the previous Parish Annual Meeting.

The draft minutes of the meeting of 17th May 2023 had been published on the Parish Council's website.

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

3. Chair's annual report.

The Chair gave a verbal report on the year for the Parish Council and will provide a written account for publication on the Parish Council's website.

4. Responsible Financial Officers annual report.

The RFO gave a verbal report of the Parish Council's finances and will publish a written account on the Parish Council's website.

5. Reports from Village Societies.

The following presented reports to the meeting.

1. Horticultural Society.
2. History Society.
3. Royal British legion (Club).

The following provided reports which were read out at the meeting.

1. Bowls Club.
2. United Charities.
3. Memorial hall Management Committee.

The Chair thanked the above for their reports which will be published on the Parish Council's website.

The meeting was closed at 8:00 pm.