

A meeting of Parwich Parish Council was held on Wednesday, 19th June 2024 in Parwich Memorial Hall at 7:30pm.

Present: Chair, M Compton, I Manning, L Coyne, J Turnbull, Clerk A Martin.

Three members of the public.

06-19-1 Apologies/Councillors' attendance register.

Apologies: S Chambers due to other commitments.

Resolved: To accept the apologies received from S Chambers.

Councillors present duly signed the attendance register.

06-19-2 Declaration of personal/pecuniary interests of Councillors.

None.

06-19-3 Minutes of the previous meeting.

The draft minutes of the meeting of 15th May 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.

06-19-4 Public speaking.

One member of the public spoke expressing concerns about the future of the Memorial Hall and the issues with its heating. A report to the Parish Council was requested.

One member of the public spoke expressing ongoing concern about the risk of flooding to their property and the poor state of the road drains.

One member of the public spoke regarding the mowing of a part of Nethergreen at the entrance to Catlow. And also, about the condition of the car park at Nethergreen.

06-19-5 Items from public speaking.

The Council's responsibilities regarding the Memorial Hall were recorded in the minutes of the meeting in April and have not changed. (07-17-8).

Resolved: To bring forward the following items on the agenda.

1. Flood concerns. (13)
2. Mowing the verge by Catlow (16).
3. Maintenance of Nethergreen Car Park (19).

06-19-6 Flood concerns.

The Clerk explained that the Council did not have the right, or a responsibility, to manage the flow of the brook where concerns had been highlighted in public speaking. The relevant parties are the Highways Authority (where the flow is adjacent to a public right of way or under a road) or other landowner where the brook passes by, or through their property.

Where requests have been made to the Highways Authority (Derbyshire County Council), but action has not been taken the Council repeated its willingness to raise a duplicate request if details of the original request are provided. (05-15-7).

It is understood that separate requests by a resident to the Highways Authority to address

road flooding at the east route into the village have not had a response. Details have been requested so that the Council can make a duplicate request in support.

A resident wishing to undertake drainage work at the south end of Parson's Croft has been asked to provide more detail of their proposal. A response is understood to be in hand.

The Oddfellows have been contacted again in relation to a charge over the land at Parsons Croft. They have been asked to confirm the legal entity that has the right to grant an easement which could allow the sale of a small piece of land on which drainage work could be carried out. A reply has yet to be received.

Resolved. The Clerk will prepare a handbill summarising the Council's advice on raising issues with other authorities and highlighting further information on the Parish Council's Website. A Councillor volunteered to distribute these within the village.

The Council is not aware of any resident having attended the training event for flood wardens held by the Lead Flood Authority (Derbyshire County Council) on the 13th of June.

Resolved. Any future Flood Warden events offered by the Lead Flood Authority will be publicised.

06-19-7 Mowing the verge by Catlow.

The mowing contractor has agreed to include this area with the regular mowing.

06-19-8 Maintenance of Nethergreen carpark.

The condition, and use, of Nethergreen carpark and the access to Blanche Meadow were discussed. The cost, method and durability of various means of improvement, or repair, were considered.

Resolved. To suspend Standing Orders to allow a further contribution by a member of the public.

Experiences of simple repairs with chatter were shared. This had suggested that these might not be reliable in the longer term.

Resolved. To resume the meeting.

Resolved. That for the foreseeable future the Council wishes the car park to remain available for public use in order to discourage additional parking on the road. Having noted that

1. Parking on the public road is legal and the Council has no powers to prevent it.
2. The Council does have powers (if it wished to use them), to restrict vehicle access to the car park as it forms part of the land registered as a village green.

Resolved. A Councillor undertook to request informal, but expert, advice regarding possible means of repairing and maintaining the car park surface. The importance of identifying an affordable solution and of having this advice in time for the next meeting were noted.

06-19-9 Election of Vice Chairman.

J Turnbull was proposed as Vice Chair by I Manning and seconded by M Compton.

J Turnbull accepted the nomination.

Resolved: There being no other nominations it was unanimously agreed that J Turnbull be elected as Vice Chair.

J Turnbull signed a Declaration of Acceptance of Office for the role of Chair.

06-19-10 Review and Adoption of Standing Orders and Financial Regulations.

No suggestions for changes to Standing Orders were proposed.

Resolved. That the Standing Orders should not be confirmed to allow Councillors until the next meeting to suggest any amendments.

New model Financial Regulations have recently been provided by the National Association of Local Councils. A revision to the Councils' Financial regulations based on the new standard has been drafted by the Clerk and circulated in advance of the meeting for Councillors to review.

The new model Financial Regulations recommend implementing dual authorisation for online payments. This is not possible with the Council's current bank account. The Clerk advised that this facility could be made available free of charge by transferring the account to Lloyds.

Resolved. The Clerk will prepare an application to transfer the account to Lloyds for subsequent approval.

Resolved. That the revised Financial Regulations should not be confirmed to allow Councillors until the next meeting to suggest further amendments.

06-19-11 Review of Policies and Procedures.

The following policies were under review.

1. Freedom of Information Policy. (S Chambers). Ongoing.
2. Press and Media Policy. (M Compton). No changes proposed.

Resolved. The Press and Media policy is approved in its current form.

3. Complaints Procedure. (I Manning).

A number of improvements had been suggested to provide clearer guidance to anyone wishing to make a complaint and to the Council in dealing with it. In particular complaints will only be considered "formal" if put in writing (except in certain very limited circumstances). Verbal complaints, treated as informal, may not receive a response.

Resolved. The Clerk will draft a revised policy based on the comments made.

4. Public Speaking Policy. (M Compton).

A number of improvements had been suggested to provide clearer guidance regarding public participation in meetings. In particular to include an explanation of the correct way to involve members of the public other than during "Public Speaking".

Resolved. M Compton will draft a revised policy based on the comments made.

5. Parsons Croft Car Park Policy. (L Coyne). Ongoing.

6. Nethergreen Car Park Policy. (L Coyne). Ongoing.

06-19-12 Clerk's report.

Completed

1. Clerk's estimate of time spent is 12 hours per week over four weeks.
2. Council and society reports from the Parwich Annual meeting added to the website.
3. Annual return. The following have been completed, published on the website and forwarded to the external auditor, PKF. Receipt has been acknowledged.
 - 3.1. Annual Internal Audit report.
 - 3.2. Annual Governance Statement.
 - 3.3. Annual Accounting Statement.
 - 3.4. Bank reconciliation
 - 3.5. Explanation of variances
4. Notice of Public Rights (inspection of accounting records)
 - 4.1. Published on website and noticeboard.
 - 4.2. Forwarded to PKF.
 - 4.3. Runs from 3 June to 12 July.
5. Repair and sealing of the asbestos panels in the pavilion changing rooms is complete.
6. Camping on Parson's Croft.
 - 6.1. Derbyshire DA
 - 6.1.1. First visit was successful. No issues reported.
 - 6.1.2. Eleven vans plus stewards.
 - 6.2. Notts DA.
 - 6.2.1. Two vans for the Stewards will be on the car park on Wednesday 26th June as a cricket match is taking place.
 - 6.2.2. The Campers will be here for ten days over Wakes.
 - 6.2.3. They will be arranging their own rubbish bins for this longer visit.
7. General election.
 - 7.1. Posted statutory notices.
 - 7.2. Removed previous MPs contact details from website and noticeboard.
8. Website.
 - 8.1. The Council's website has been updated and converted to a .gov.uk domain. Links using the .org.uk domain name will be automatically redirected to the new site.
 - 8.2. Previous content and functionality have been retained but there are changes to the appearance of the site to improve accessibility.
 - 8.3. The Clerk will be reviewing and revising the website content over the summer. Suggestions are welcome.
9. An additional Cricket fixture on the evening of Wednesday the 14th of August has been added to the website "What's on" calendar.
10. It has been confirmed that the existing insurance cover is adequate for the new

Parwich Parish Council

playground equipment.

Ongoing

11. 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.
12. Waiting advice re finance from Tennis club for funding of court cleaning.

06-19-13 Items of account.

On-line payments approved by Clerk since last meeting.

Payee	Item	Amount
Contractor	Toilet cleaning (ytd)	£120.00

On-line payments due.

Payee	Item	Amount
Memorial Hall	May hire.	£25.00
Lester Lowe. Ltd	Pavilion roof repair. Materials.	£1,336.26
Lester Lowe. Ltd	Pavilion changing room repair materials.	£183.48
PMK Services	Mowing – May. (inc. £192.50 for Creamery triangle).	£1112.50
Playsafety Limited	Playground Inspection.	£98.40
Sean Marshall Builder	Labour and sundry materials to seal asbestos.	£317.00
Bio Crown Chemicals	Asbestos sealer. Waiting invoice.	£300.00

Resolved: These invoices are approved for payment.

Notes:

1. Information Commissioner's Office fee of £35 paid by direct debit.
2. Derby Campers' fees received. £220.00.
3. Balance at 19 June 2024 £18,871.67

06-19-14 Planning applications.

New

NONE

Updated

NONE

No change

1. Demolition of existing building and erection of rural worker's dwelling.
 - 1.1. White Park Barn Alsop Road.
 - 1.2. SUPPORTED by Council.
2. Greenfields Farm Pits Lane (and main highway)
 - 2.1. Application describing access only for agricultural worker's dwelling. (Other matters reserved for a later application).
 - 2.2. SUPPORTED by Parish Council.

06-19-15 Pump Hill. Boundary wall.

Possibilities for rebuilding the wall continue to be investigated.

Resolved: The Clerk to write again to the owner of the Hall.

Resolved: The Clerk will ask the mowing contractor to strim the paths to improve access.

06-19-16 Creamery Lane triangle – complaints.

There has been a significant volume of correspondence with the Council on this subject since the last meeting. It includes observations both from those who feel that the recent mowing has made the triangle much better, and those who feel it has made it much worse. There have also been suggestions that a better compromise might be found in the future.

The Clerk has advised the Council of the opinion that it has at all times acted in accordance with the appropriate regulations and good practice.

At this meeting there is no resident wishing their observations to be treated as a formal complaint about a Parish Council decision.

06-19-17 Creamery Lane triangle - future management.

The Council again considered the following issues.

1. The environment and ecology.
2. Appearance.
3. Road safety.
4. The cost and practicality of mowing and grass collection.
5. The views expressed by residents in the survey and since.
6. The possibility of withdrawing from maintenance of this area altogether.
7. Licences that may, or may not, be required to cut and/or otherwise cultivate verges.

Advice had been sought from the Highways Authority regarding the need for a Cultivation Licence merely to cut, or strim, verges. No reply had been received at the time of the meeting.

Resolved: To continue to cut and collect grass on the triangle every two weeks.

06-19-18 Risk Management Scheme.

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: Discussion of the content of this document is held over until the next meeting.

06-19-19 Vehicle damage on Nethergreen carpark.

The Clerk has replied to an e-mail from a visitor who said they had damaged their car using the car park.

06-19-20 Playground inspection.

The annual playground inspection has been completed and the report circulated.

Resolved: Discussion of the content of this document is held over until the next meeting.

06-19-21 Sheepwash and Jubilee Pond.

Further informal advice has been received that whilst the Sheepwash and Jubilee Pond do not contain any invasive species they do support an abundance of watercress and false watercress.

Also, that opening a channel in the weir creating the Jubilee Pond may improve the flow through it.

Resolved: That the Clerk should seek to obtain further advice regarding any approval required, or consequences of, altering the weir as suggested.

06-19-22 Public rights of way minor maintenance agreement.

Resolved: The Clerk will circulate a map to Councillor's on which they can identify Public Rights of Way that might be cleared using this agreement.

06-19-23 Correspondence and communication.

1. DCC. Community news x 6.
2. DCC. Snow Warden Scheme.
3. DCC & Environment Agency. Community Flood Warden Scheme.
4. DCC. Parish & Town Council Liaison Forum. Slides. Highways Development Control.
5. DDDC. Monitoring of Public Spaces Protection Order.
6. DDDC. CVS Great Get Together Event.
7. DALC June 2024 Newsletter.
8. DALC. Pre-election period.
9. Rural Services Network. Bulletin. x 6.
10. PDNPA. Annual Parishes Day - 12th October 2024.
11. PDNPA. Training exercise tackles Peak District wildfire scenario.
12. PDNPA. Explore the Peak District with National Park rangers.
13. PDNPA. Parishes Bulletin.
14. PDNPA. New system to report planning breaches.
15. Hiscox Risk Academy: access to documents, templates, and training at your fingertips.
16. Sarah Dines MP. Q&A session.
17. Streetscape. Play Area Funding.
18. R.Bailey. Safety of Lithium-ion Batteries and e-bikes and scooters.
19. Cuttlefish Multimedia. New Contact Cards and Forms, Popover Update and 2FA.
20. L Broomhead. Impact of your support of the ECH 24-hour monitor for Hartington Surgery.
21. Clear Councils. Offer to quote for cyber insurance.

06-19-24 Items for the next agenda.

1. Water breaching the flow at the North East corner of the tennis courts.

06-19-25 Date of next meeting.

To be held on Wednesday 31st July in the Memorial Hall at 7:30pm.

The meeting was closed at 10:40 pm.

A Martin
Clerk to Parwich Parish Council
20 May 2024