

Thursday 8th January 2026

To All Members of the Parish Council

You are hereby summoned to attend the Meeting of Great Longstone Parish Council which will be held on **Wednesday 14th January 2026** in the Village Hall, Church Lane, Great Longstone DE45 1TB, commencing at **7.00pm**, for the purpose of transacting the following business.

Yours faithfully

Simon Headington

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Clerk, Great Longstone Parish Council
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Agenda

- 1. Apologies for absence from members.**
- 2. Declarations of disclosable pecuniary interest relating to items on the agenda.**
- 3. To Approve Minutes of the meetings of 11th November 2025**
- 4. Suspension of Standing Orders for no more than 15 minutes to allow for public comments**
- 5. Resume Standing Orders**
- 6. Discussion of Confidential Matters:** (Public Bodies (Admission to Meetings) Act 1960 S1(2)) - To determine which items, if any, from the agenda should be taken with the public excluded. If the Parish Council decides to exclude the public, it will be necessary to pass a resolution in the following terms: "to consider a resolution under the above act to exclude members of the press and public in order to discuss item number ..." This item will then be discussed with press and public excluded.
- 7. Report from Proper Officer to the Council**
 - 7.1** Emails to allotment holders about new tenancy agreements (see Item 8)
 - 7.2** Housing Needs Survey (see Item 10)
 - 7.3** Arranged safety inspection of Cherry Tree on Village Green (see Item 12)
 - 7.4** Dealing with issues relating to Moor Road (See Item 15)
 - 7.5** Arranging Carols on Xmas Eve (See Item 16)
 - 7.6** Flooding in front of Village Hall (see Item 17)
 - 7.7** Two Planning applications (see Item 20.3)
 - 7.8** Worked on various policy updates (see Item 21)
 - 7.9** Prepared draft plan for the Council for 2026/27 (see Item 23) and linked to draft budget (see item 24.3)
 - 7.10** Submitted claim for reimbursable expenses to DDDC (See Item 24.2)
 - 7.11** Made provisional bookings for Council meetings later in the year. (see Item 28.1)

8. **Allotments:** New tenancy agreements / measure plots / agree cost per square metre.
9. **Neighbourhood Plan Steering Committee Report** – Report from Cllr Douglass
10. **Housing Needs Survey** - Update
11. **Recreation Ground** - Noticeboard on Tennis Court - Update
12. **Village Green** – Safety inspection of Cherry Tree
13. **Old Infant School Building:** The new owner is now adverting the building for rent through Renshaw Chartered Surveyors in Bakewell for £5,100 per year. The current “User Class” is F1 and a planning application would be need for a change to something similar to the village hall (Class F2).
14. **Camper Vans on Moor Road:** Update from Clerk.
15. **Highways:**
 - 15.1 Moor Road – overgrown verges and dangers from speeding cyclists meeting farm vehicles on narrow sections of the road.
 - 15.2 Gritting
16. **Christmas**
 - 16.1 **Tree:** Thanks to the family of Jim and Wendy Long
 - 16.2 **Xmas Eve Carols:** Report on the event. Thanks to Will Cole for proving the sound and managing the event, Mad4Ink for printing the carol sheets and for the safety wardens on the evening. Donations totalling £353.99 (£283.99 in cash and £70 card) were made. Propose that the £70 card payments be retained by LEAP with balance to be used for other projects in the village. (2024 = £269.56).
17. **Village Hall** – Flooding on parking area.
18. **Village Week 2026** – Planning meeting scheduled for Mon 26th January.
19. **Annual Parish Meeting (29th April 2026)** - Agree main focus for the 2026 Annual Parish Meeting.
20. **Planning Applications**
 - 20.1 **Recent – Decided/Withdrawn:**
 - 20.1.1 [NP/DDD/1025/1015](#) at **Gritstone House**, Moor Road. Demolition, rebuild and extension of outbuilding to give habitable accommodation – **Granted with conditions.**
 - 20.2 **Recent – No decision made yet by PDNP:**
 - 20.2.1 [NP/DDD/0725/0657](#) & [NP/DDD/0725/0658](#) at **Longstone Hall** (multiple changes). No further updates.
 - 20.3 **Submitted dealt with between meetings**
 - 20.3.1 [NP/DDD/1025/1083](#) - **Little House, Main Street, Great Longstone DE45 1TA** - External and internal alterations to listed building. After consulting with

Councillors no one requested that a meeting be held so PDNP was notified that the Parish Council did not wish to comment. – **Granted with conditions.**

- 20.3.2 [NP/DDD/1225/1251](#) - **11 Edge View Drive Great Longstone** - Permission for proposed rear ground floor extension and first floor side extension (over existing garage and porch) to dwelling. After consulting with Councillors no one requested that a meeting be held so PDNP was notified that the Parish Council did not wish to comment.

20.4 New, for consideration in meeting:

21. Staffing Committee – to approve terms of reference – **SEE ENCLOSED**

22. Policies

22.1 Existing Policies for review

- 22.1.1 **Code of Conduct** (Localism Act 2011) – **SEE ENCLOSED**
- 22.1.2 **Website Accessibility Statement** (Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018) – See online: <https://greatlongstone-pc.gov.uk/accessibility-statement/>
- 22.1.3 **Website Privacy Policy** (Data Protection Act 2018) – See online <https://greatlongstone-pc.gov.uk/privacy-policy/>

22.2 For Adoption

- 22.2.1 **Reserves Policy** (Local Government Finance Act 1992: Section 31A(2) and 49A allows for the precepting and management of reserves. Note that Parish Councils can only hold revenue reserves for working capital or specific earmarked purposes.) – **SEE ENCLOSED**
- 22.2.2 **Information Technology Policy:** (Required by paragraph 1.54 of the Practitioners' Guide 2025) – needs more work
- 22.2.3 **Risk Management Policy and Risk Register:** To approve a Risk Management Policy and to update the Risk Register. – **SEE ENCLOSED**

22.3 For discussion

- 22.3.1 **Biodiversity Policy** (Section 40 of the Natural Environment and Rural Communities Act 2006 as amended by Section 102 of the Environment Act 2021) – **MODEL DOC ENCLOSED – NOT YET TAILORED TO GLPC**

22.4 For referral to Staffing Committee for decisions.

- 22.4.1 Equality Policy: To ensure that the Council meets its legal duties with regards to the Equality Act 2010. – **SEE ENCLOSED**
- 22.4.2 Dignity at Work Policy;
- 22.4.3 Health and Safety Policy: To meet requirements of the Health & Safety at Work Act 1974. Whilst this is only a legal requirement if there are more than 5 staff, NALC recommend that all Councils have and appropriate policy and risk assessments.
- 22.4.4 Flexible working arrangements/ Homeworking Policy
- 22.4.5 Recruitment Policy,
- 22.4.6 Induction and Appraisal Arrangements,
- 22.4.7 Sickness absence policy,
- 22.4.8 Training and Development procedures,
- 22.4.9 Expenses policy

23. Parish Council Action Plan 2026/27 – To review for approval – **SEE ENCLOSED**

24. Finance

24.1 Bank reconciliations – as at 31st December 2025.

Total cash available £27,160.87 (plus bank interest for December). Balances to be checked by a councillor against bank statements.

24.2 VAT Refund: I am working on claiming a VAT refund for 1 Jan to 31 Dec 2025 totalling £4,608.37.

24.3 Budget Review: To review income and expenditure, to date, against the budget figures for 2025/26. Note receipt of reimbursable expenditure from DDDC.
– **SEE ENCLOSED**

24.4 Draft Budget for 2026/27: To discuss the draft budget for 2026/27. – **SEE ENCLOSED**

24.5 To approve payments made since last meeting:

| No | Item | Supplier | Net | VAT | Total | Notes |
|----|--|--------------------------------|-----------|--------|-----------|--------------------------------|
| 1. | Finance System Dec 25 & Jan 26) | Starboard Systems | £31.00 | £6.20 | £37.20 | Per month |
| 2. | Drains | County Drains | £150.00 | £30.00 | £180.00 | Paid 10 th Dec 2025 |
| 3. | Parish Online | Local Authority Technology CIC | £491.00 | £98.20 | £589.20 | Paid 10 th Dec 2025 |
| 4. | Emergency phone for Defibrillator | Community Heartbeat Ltd | 360.00 | 312.00 | £72.00 | Paid 10 th Dec 2025 |
| 5. | Drains mapping | Digdat Data | £23.67 | £4.73 | £28.40 | Credit Card |
| 6. | Recreation Ground Maintenance Jan to Mar | LASRA | £1,038.00 | 0.00 | £1,038.00 | Paid 2 nd Jan 2026 |

24.6 To accept and approve new payments:

| No | Item | Supplier | Net | VAT | Total | Notes |
|----|-----------------------------------|-------------------|--------|-------|--------|-----------|
| 1. | Bank Charges (Jan & Feb 2026) | Unity Trust Bank | £6.00 | £0.00 | £6.00 | per month |
| 2. | Credit Card Fees (Jan & Feb 2026) | Lloyds Bank | £3.00 | £0.00 | £3.00 | per month |
| 3. | Finance System Feb & Mar 26) | Starboard Systems | £31.00 | £6.20 | £37.20 | Per month |

25. Items of Correspondence

25.1 17th Nov – Web archivist about electronic copies of old council minutes

25.2 19th Nov – Trek26 sponsored walk though Longstone 27th June 2026

25.3 23rd Nov – Village Hall Management Committee about flooding in front of building

- 25.4** 27th Nov – East Midlands Major Transport plan consultations
- 25.5** 28th Nov – DDDC about Public Space Protection Orders 2025-28
- 25.6** 1st Dec – Derbyshire Constabulary – Bakewell monthly update
- 25.7** 1st Dec – Derbyshire Constabulary – Survey on priorities update
- 25.8** 10th Dec – Derbyshire Fire & Rescue Survey
- 25.9** 16th Dec – PDNP – Nature Futures Event on Sat 24th Jan 2026
- 25.10** 18th Dec – Resident about issues caused by resurfacing on Edge View Drive
- 25.11** 23rd Dec – East Midlands CCA about changes to management of buses.
- 25.12** 28th Dec – Resident about having a skip on Sunny Bank
- 25.13** 1st Jan – Resident about having an allotment
- 25.14** 5th Jan – DALC – Forum with Derbyshire Wildlife Trust about potential reintroduction of wild beavers in the County.
- 25.15** 6th Jan – Derbyshire Fire & Rescue – Reminder about their consultation ending 25 Jan 2026.
- 25.16** 6th Jan - Flood risk and resilience public drop-in events on 13th Jan
- 25.17** 7th Jan – DALC Newsletter for January
- 25.18** 7th Jan - Peak Cluster Phase 1 Consultation

26. Items of Late Correspondence

None

27. Items from Councillors for information: (Note that anything that requires a decision to be made must go onto the agenda of a future meeting for discussion and agreement)

28. To note forthcoming meetings

1. Dates of future Parish Council meetings: (note additional mtgs added)

- Wed 11th Mar 2026
- Wed 13th May 2026
- Wed 8th July 2026
- Wed 9th September 2026
- Wed 11th November 2026

2. Date of 2026 Annual Parish Meeting– 29th April 2026 @7pm

3. Date of next Neighbourhood Open Evening– 21st January 2026 @ 7pm