

GREAT LONGSTONE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 15TH NOVEMBER 2023 IN GREAT LONGSTONE VILLAGE HALL

Present: Cllr Wendy Long (Chair), Cllr Simon Headington (Vice Chair), Cllr Caroline Briggs, Cllr Jane Rigby, Cllr Phil Barrett, 1 Ashford resident and Sarah Stokes (Parish Clerk).

The Chair opened the meeting at 7pm.

Public comments. An Ashford resident came to raise concerns over the pressure group whom are looking to reinstate the railway on the Monsal Trail: village hall meetings run by the group not being a fair way to judge feelings; asked the PC to organise a meeting; asked the PC to contact the Dept of transport. Noted no alternative footpaths have been looked at to work alongside the trail.

The Ashford resident left the meeting at 7.15pm.

82/23 **Apologies for absence from members.** Apologies were received from County Cllr Sutton, District Cllr Boothroyd and Cllr Cox.

83/23 **Declarations of interest.** There were no declarations of interest.

84/23 **Minutes of the meeting held on 13th September 2023.** The minutes were proposed by Cllr Long and seconded by Cllr Headington.

85/23 **Recreation ground.**

85.1 **Playground.** Noted that the joinery work is near completion. Power washing – ongoing. PC Rec inspection – Cllr Headington reported all looking good. Noted new playground equipment to be looked at 2024/25 onwards, looking at one piece at a time (noted safety surfacing will also need replacing as well). Clerk raised that the memorial bench is now 26 years old and in good order (relatives would want to be consulted when a replacement is needed) – Clerk met relative. To note - Clerk to do painting list Dec/Jan 2024.

85.2 **Equipment for years 11+.** No report.

85.3 **Cricket and Football.** Deep spike, ongoing. Tree work been actioned. Raking and seeding been actioned (noted had been very wet since). Football Club letter – creation of a 2nd pitch: agreed not to make any decisions on this whilst there is a possibility of a new village sports association being formed.

85.4 **Cricket Club buildings.** A very positive public meeting was held in the village hall during October. It is possible that residents will be looking to launch a new sports association in the village and ideally this will include taking on responsibility for these buildings. It was noted that as the owners of the recreation ground that the Parish Council should have representation on any new organisation that involves the use of these facilities.

85.5 **To report on Parish Council inspection 17th September 2023.**

Covering land owned by PC (inc. village greens/rec etc.). Clerk had circulated a report to the Cllrs. Rec. tree quote – it was proposed by Cllr Long to go ahead with the rotten rowan tree work, nr the court, seconded by Cllr Headington. Clerk going through list, to contact tenant/s regarding builders' yard/ adjacent area issues raised on the inspection. Clerk to ask joiner to put a new strip on top of the noticeboard next to the bus shelter.

85.6 **Land registration.** On receipt of a reply from Land Registry, it was resolved to check and change the address on all land registration documents when there is a change of Clerk.

86/23 **Village greens/village hall.**

86.1 **Allotments.** Update on project and application for Ordinary watercourse land drainage consent – DCC. Cllr Barrett awaiting information from DCC and resident working with on the project. Clerk raised timescale to spend funds (summer 24). Noted approx. £100 raised on the donations from the surplus veg stall, Cllr Barrett to pass to the Clerk to bank.

86.2 **Christmas. Band/music. Carols/ sheets/ QR code – update.**

Band. Noted that the band had cancelled, looked at other bands. To go ahead with the event not to cancel. Chair approached resident with regards to leading the singing (awaiting a definite yes), singer has family that are part of a singing group may also come along. Chair to put something in UTE with the changes to the event. Noted lead singer/s to stand up on the school side of the tree not near the Main Rd side.

Marshalls. Cllr Long, Cllr Briggs. Clerk to ask Cllr Cox. Clerk and J Stokes to be back up Marshalls alongside Cllr Headington. Hi vis distributed at the meeting/ to Churchwardens.

Village green lights. 2nd December 2023. Cllr Long, Cllr Barrett, Cllrs Rigby and W Rigby and Peter Thompson to action. Clerk to obtain key from J Fawcett.

Donation of village Christmas tree by Margaret Davies. Clerk to send a thank you.

Xmas tree. J Fawcett/ D Cox/JW Long organising the transport and erect xmas tree/lights. Noted that J W Long would not be able to cover the public liability insurance for Dec 24 due to retirement. Alternative cover to be looked at for xmas 24.

Tubular heater for electrical box (war memorial green). J Fawcett asked to look at.

Signage/carol sheet and cones. Signage for the event to be put up with QR codes. QR codes of the carol sheet to also go on the buckets. Clerk to ensure PCC have printed copies of the carol sheet. Clerk to ask Cllr Cox re. PC cones.

PCC – buckets (donations to St Giles). Clerk to ensure the PCC are all ok with the buckets, ideally there would be 3 buckets.

86.3 **Village bunting.** Info on the material used was sent by H Wright. Clerk to check with LEAP on this, as plan was to purchase ready-made (cheaper).

86.4 **Old infant School building. Sale of.** Developments on the sale are ongoing.

86.5 **Remembrance.** To note remembrance wreaths ordered direct from British Legion now (£20). Noted cones will be required in future for the event, due to cars being parked.

To note stone curb repaired. To note tree work carried out by B Cardona.

87/23 **Closed Churchyard and cemetery.**

87.1 **Bio diversity project.** A big thank you to Sara Barrett for organising all the working party 'days. Members are now looking after different trees/war memorial uncovered/noted the ground ivy spayed (PC organised) – Sara to clarify reasons) as part of an UTE article.

88/23 **Footpaths and roads.**

88.1 **Defibs.** Clerk reported a new pad has been ordered for the tea hut defib (no charge).

88.2 **Speeding/streetlights/grit bins.** It was proposed by Cllr Long to liaise with the Clerk and go ahead with any extra measures for gritting/snow ploughing, seconded by Cllr Briggs.

- 88.3 **Electric charging points.** Clerk raised that DDDC are looking into grants for points at Monsal Head/working with LL Parish Meeting on this matter.
- 88.4 **Drain issues:** Butts Rd, Glebe Ave/Station Rd, Village Hall drain – Church Lane. Work carried out by DCC to be monitored on Church Lane (noted that there seems to be a blockage down the road from the VH, that then backs up towards the VH. Drain clearance noted on Moor Rd.

Clerk to write a strong letter to DCC on the disappointment of the PC/community with regards to the lack of communication with regards to the road closure, they do appreciate it is was an emergency. Also noted the diversion signs were less than helpful also.

To note work to the ramp at Skew bridge on to the trail to be carried out over winter.

89/23 **Council Administration.**

- 89.1 **Land registration.** (Fields and track and builders' yard). Update from Solicitor – ongoing.
- 89.2 **Community Facebook and website.** No report.
- 89.3 **Two vacancies for Parish Councillors.** To note article gone in UTE.
- 89.4 To approve the **financial regulations, standing orders, code of conduct** and **document retention policy**. It was proposed by Cllr Headington there are no changes (other than date adopted) – Financial regulations and standing orders.

Clerk to change wording 'Association' to 'Parish Council' on Records retention policy. Cllr Long seconded both changes. Clerk asked regarding planning applications – resolved for no planning applications to be kept as are now online. Noted Clerk is reducing the paperwork/ filing with a view to a new Clerk.

Code of conduct to be looked at In the January meeting – Clerk to request an UpToDate template from Dalc.

- 89.5 **Recruitment of new Parish Clerk and Responsible Financial Officer.** The following documents were compiled for the recruitment process: 'Plan for the recruitment of the new Parish Clerk/Responsible Financial Officer' a 'Person specification,' 'Job description' and two adverts. It was resolved for the role to be advertised in November/December 23 – Peak Advertiser, UTE and Dalc, with the closing date being 7th January 2024/interviews 10th January 2024 (3 Cllrs to interview). Aim of a new Clerk starting week 22 January 24/alongside current Clerk. The above plan was proposed by Cllr Headington, with a small advert to be no more than £200, seconded by Cllr Long. Clerk/Cllrs Headington/Cllr Long to action. Clerk to ask Dalc for a template 'contract.'

90/23 **Financial matters.**

- 91.1 **Bank reconciliation 30th September 2023.**

INCOME

Bank int	£24.58
Rent	£10.00
Grant	£400.00

EXPEN. £2713.60

Unpresented – none.

Balance of a/c's:

RBS Current A/c	£1000.00
RBS Deposit A/c	£21,364.20
Unity A/c	£812.76

91.2 **Bank reconciliation 31st October 2023.**

INCOME

Rent	£154.66
Vat	£927.79
Holmemeal	£23.72
Bank int	£17.88

EXPEN £4127.70

Unpresented None

To note transfer from RBS a/c to Unity a/c of £9000.

Balance of A/c's:

RBS deposit a/c £12,419.86

RBS current a/c £1,000.00

Unity a/c £6,753.45

91.3 **Two monthly report.** Cllr Headington went through the 'budget overview as at 15th November 2023.

91.4 **To accept and approve payments made since last meeting.**

N & G Tomlinson (tree work)	£420.00
S Stokes (Admin – Oct)	£465.20
S Stokes (exp – Oct)	£26.24
Unity Trust (service charge)	£18.00
B Cardona (mowing)	£2240
D A Longden (joinery work rec)	£800 (part payment)

91.5 **To accept and approve payments.**

S Stokes (Admin – Nov)	£645.20 (includes £140 back pay)
S Stokes (exp – Nov)	£13.50
Community Heartbeat (phone)	£72.00
T W Cox (spray ivy)	£186.00

The payments were proposed by Cllr Long and seconded by Cllr Briggs.

91.6 **Completion of Annual Governance and Accountability external audit.** Clerk raised there had been additional work carried out on this, due to a change of asset figure. Clerk thanked Cllr Headington for his help on this matter. The audit process now complete for 2022/23.

91.7 **Clerks pay.** In line with the local government services pay agreement that covers 1 April 2023 to 31 March 2024. Cllr Headington proposed the Clerks pay be increased to £12.63 (along with back pay from 1st April 23), seconded by Cllr Long.

91.8 **Precept - To approve the precept and budget for 2024/2025.** Cllr Headington went through the 'budget overview/Forecasts for 2024/25. It was proposed by Cllr Headington to raise the precept by 5% (£20,416.00), seconded by Cllr Long. Clerk to action forms.

Noted to look at the **mowing schedules** for the next tenders early in 2024, in preparation for adjustments, to reduce costs.

To note receipt of all **allotment rent**. All received.

To note **VAT** funds received for claim. Funds received.

To note sent in 1 claim so far for **reimbursable expenditure**, awaiting further invoices before 2nd claim is put in (Clerk asked mowing contractor for invoices).

Kashflow used for accounting.

92/23 Planning.

Planning Application

92.1 **Thornbridge Hall**, Baslow Rd. NP/DDD/0923/1049. Retrospective consent for repairs and reinstatement of listed fountain, urns and basin, and perimeter hard landscaping.

PC COMMENTS: No objections.

Planning decision notices.

92.2 **Mole End**, The Close. NP/DDD/0723/0856. Replacement garage roof. GRANTED.

92.3 **Shakerley House**. NP/DDD/0723/0875 and NP/DDD/0723/0876 (listed building). Erection of timber framed conservatory replacing existing conservatory. GRANTED

To note PDNPA new practice, no further planning decision notices will be sent to the PC.

93/23 **Police report**. PCSO had reported crimes of assault.

94/23 **Clerks report**. Liaised with joiner on playground work added the slide work to list; looked into small jobs post PC annual inspection, requested work /Liaised with contractors on this work; chased D Cox on power washing and deep spike; contacted the JF regarding timeslots; booked VH for Cricket Club open meeting/liaised on timings, attended meeting and compiled report; sent off application for ordinary watercourse to DCC; liaised with J Fawcett on village xmas tree; liaised with PCC on carols; sent QR/ carols event details to UTE; organised wreath for GL (now ordered direct); requested the ivy work by contractors in the closed churchyard; worked with Cllrs on checking grit bins/ grit and piles ordered; insert in UTE on PC Cllr vacancies; attended/notes/report for PC inspection 17/10/23; working towards recruitment of new Clerk, advert, job description etc; cheque taken to bank to transfer funds back across; working with Cllr Headington on allotment invoices; extensive work for external auditors -following queries; sent in new vat claim; replied to DDDC – housing needs survey; dates for 2024 meetings/ booked VH.

95/23 Correspondence.

14/09/23 Chatsworth Estates. Copy of letter – Old infant school.

25/09/23 Land registry. Land registration document – recreation ground.

26/09/23 Baslow and Longstone JFC. Thank you/ Using rec moving forward/ grass tufts and marking/ annual financial contribution.

28/09/23 PKF. Completion of the limited assurance review for the year ended 31 March 2023.

03/10/23 Platform Housing. Hedge adjacent rec. Numerous emails on matter.

03/10/23 DDDC. Electric charging points – phase two.

04/10/23 Ashford on the Water resident. Reinstatement of the railway on the current Monsal Trail.

09/10/23 British Legion. Poppy wreath order.

11/10/23 Myhill cycling. Longstone Edge Hill Climb 2024 – Wednesday 26th June 2024.

11/10/23 The Charity Commission. Account set up.

12/10/23 DDDC. Business and Community grant schemes.

13/10/23 PDNPA. No longer sending out 'Planning decision notices.

13/10/23 HMRC. Acknowledgement of Vat claim form.

16/10/23 County Cllr Sutton. Travellers. Numerous emails.

18/10/23 Office of Sarah Dines MP. Posters.

19/10/23 DCC. Application for ordinary watercourse drainage consent.
23/10/23 Sarah Dines MP. Floods.
23/10/23 DDDC. Lane off Long Lane and North of Longstone Moor.
25/10/23 PCSO Boswell. Police report.
28/10/23. Bakewell Band. Cancelling xmas eve.
30/10/23 Sarah Dines MP. Flood support.
30/10/23 Dalc. November 23 newsletter.
06/11/23 Clerks and Councils Direct. November 23.
06/11/23 Dalc. Nalc Local Government Services pay agreement 2023.

96/23 Late items of correspondence.

08/11/23 Matlock and Tideswell Bands. Xmas eve.
08/11/23 St Giles. Numerous emails on xmas eve.
10/11/23 Village Hall. Booking for Clerk interviews 19th January 2024.
10/11/23 Charity commission newsletter. Passed to trustees.
10/11/23 Blackrock. Holmemeal. Clerk passed to Cllr Headington.
13/11/23 DDDC. Electoral roll figures -568 for Great Longstone. Noted.
13/11/23 DCC. Grit bins/salt piles.
15/11/23 Cllr Sutton. Apologies for meeting and Main Street Road closure.
15/11/23 District Cllr Boothroyd. Apologies for meeting and looking into dog poo bin at the willows.

97/23 Date of next meetings. 24th January 2024, 13th March 2024, 22nd May 2024 (Annual Meeting/s).

The Chair closed the meeting at 9.20pm.

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