

LITTLE LONGSTONE PARISH MEETING
TO BE HELD AT 7PM ON WEDNESDAY 26TH AUGUST 2026
IN LITTLE LONGSTONE CHAPEL

1. **Attendees.** To note attendance and to identify parishioners on electoral roll for purposes of quorum and participation.
2. **Apologies for absence.** To receive apologies.
3. **Declarations of interest.** To declare any direct or indirect financial interest in items on this agenda before discussion begins.
4. **Minutes of the meeting of 15th July 2026.** To approve.
5. **Public Participation.** Period of up to 15 minutes for anyone present to address the meeting. Individual speakers limited to 3 minutes.
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.
7. **Code of Conduct - to consider and adopt**
Sets the standards of behaviour expected of those participating in or carrying out duties on behalf of the Parish Meeting.
Proposal: 'That the attached Code of Conduct be adopted with immediate effect.'
8. **Risk Management Policy and Risk Register - to consider and adopt**
Establishes how the Parish Meeting identifies, assesses, manages and regularly reviews the principal risks to its activities, finances and governance.
Proposal - 'That the attached Risk Management Policy and Risk Register be adopted with immediate effect.'
9. **Privacy Policy - to consider and adopt, updating the 2018 version**
Explains what personal information the Parish Meeting holds, why it uses it, how it is protected and the rights of individuals.
Proposal - 'That the Privacy Policy attached to this agenda be adopted with immediate effect.'
10. **Data Protection Policy - to consider and adopt**
Sets out the Parish Meeting's internal arrangements for managing personal information and complying with data protection law.
Proposal - 'That the attached Data Protection Policy attached be adopted with immediate effect.'
11. **Record Retentions Policy - to consider and adopt, updating the 2018 version**
Sets out how Parish Meeting records are retained, reviewed, securely destroyed or selected for permanent preservation.

Proposal - 'That the attached Records Retention Scheme be adopted with immediate effect.'

12. Freedom of Information Publication Scheme - to consider and adopt

Sets out the information the Parish Meeting routinely makes available and how it can be accessed.

Proposal - 'That the attached Freedom of Information Publication Scheme be adopted with immediate effect.'

13. Section 109 Local Government Act 1972 – proposed application to DDDC: To consider the schedule of parish council functions at Appendix 1 and determine whether to apply to Derbyshire Dales District Council for an Order under s.109 LGA 1972 conferring those functions on Little Longstone Parish Meeting.

Proposal: That Little Longstone Parish Meeting approves the application to Derbyshire Dales District Council under section 109 of the Local Government Act 1972, including the Schedule of Functions at Appendix 1, and authorises the Chair to submit the application on behalf of the Parish Meeting, subject to any minor or consequential amendments which do not alter the substance of the application or the functions requested.

14. Clerk's Report: To report issues, activities and events not dealt with in other parts of the agenda.

15. Monsal Head Open Space

15.1 **To note the County of Derby (Little Longstone Parish Meeting) Order 1922**, which conferred powers of regulation and maintenance of the Monsal Head Open Space on LLPM under s.8(1)(d) of the 1894 Local Government Act.

15.2 **To note the Little Longstone (Monsal Head Open Space) Byelaws**, as updated in 1997 and confirmed by the Home Office with effect from 21 January 1999, which give the Parish Meeting powers to manage trading and parking within this area.

15.3 **Car park lease: Proposal** - To approve a new lease to Derbyshire Dales District Council
To note key points of a complaint received by DDDC regarding the proposed new lease

15.3.1 **Ownership and Planning Permission** - that this was a change of ownership and use that needed planning permission

15.3.2 **Inadequate Notification** – That notification should have been posted at Monsal Head rather than just in the Matlock Mercury, as this was not a local newspaper.

15.3.3 **Best Consideration Rule** – That as DDDC was paying only a peppercorn rent that LLPM was not obtaining “best value” for the site.

15.3.4 **Historical Context and Query on Car Park Usage** – That the “Open Space” had not been gifted for use as a car park and that there was no justification for its use in this way “considering the nearby street parking and the large parking lot”.

15.4 **Installation of an electrical point for ice cream vans: Update**

15.5 **Ice cream van trading licence: Proposal** - To approve the draft tender pack and tender timetable for the 2027 to 2029 licence period.

16. Pinfold: Proposal – That an application be submitted to HM Land Registry, for Adverse Possession, based on 40 years of documented management of the site. The Pinfold to be registered in the name “The Parish Trustees for Little Longstone”.

17. Seasonal Items. To authorise:

17.1 The ordering of Christmas Trees at a maximum cost of £400.

17.2 The ordering of a Wreath, at a cost of no more than £25, from Royal British Legion for Remembrance Day.

17.3 The arrangements for the resupply of grit and emergency snow ploughing/gritting

18. Planning

18.1 Late applications – for discussion

19. Parish Meeting Administration

19.1 **Update on legal case threatened against the Parish Meeting, Clerk and Trustees:** Report

19.2 **FOI Requests:** Report

19.3 **Audit 2025/26:** Report on the completion of the external audit for 2025/26

19.4 **Audit 2026/27: Proposal** - to engage the DALC Internal Audit Service for the 2026/27 audit.

19.5 **Clerk Recruitment: Proposal** – That LLPM request that GLPC provide clerking services under a s.101 agreement.

19.6 **Postal Address: Proposal** - That Great Longstone Village Hall to be used as the postal address for Little Longstone Parish Meeting correspondence.

19.7 **Website: Proposal** - To commission the creation of a Little Longstone Parish Meeting website at an initial cost of £200 +VAT and then cost of £300 per year +VAT from “Parish Online”.

19.8 **Finance Software** - “Scribe” is a specialist finance system for local authorities. It has an initial set-up cost of £199 + VAT and then ongoing costs of £25 + VAT month.

Proposal - To approve the purchase of a licence for the “Scribe” finance system.

19.9 **Chair’s training: Proposal** – To book the Deputy Chair onto the next DALC Chair’s training course at a cost of £55.

20. Financial matters

20.1 To review bank balances as at 31st July 2026

Account	Balance
RBS Current A/C	£1,000.25
RBS Reserve A/C	£7,211.18
Skipton Building Society “Community Saver” A/C	£26,312.85
Mansfield Building Society 180-day notice A/C	£92,708.52
Total	£127,232.53

20.2 Transfer of funds between accounts

Proposal: That £15,000 be transferred from the Skipton Building Society Account to the RBS reserve account.

20.3 Income received since the last meeting

Received	Item	Account	Amount
9 th April	Fredericks for Monsal Head Licence Fee (Jan to Mar ’26)	RBS Reserve	£3,750.00
10 th April	Fredericks for Monsal Head Licence Fee (Apr to Jun ’26)	RBS Reserve	£3,750.00
1 st May	Bank Interest from Royal Bank of Scotland	RBS Reserve	£5.29
29 th May	Bank Interest from Royal Bank of Scotland	RBS Reserve	£6.41
30 th June	Bank Interest from Royal Bank of Scotland	RBS Reserve	£5.75
13 th July	Fredericks for Monsal Head Licence Fee (Jul to Sep ’26)	RBS Reserve	£3,750.00
22 nd July	Bank Interest from Skipton Building Society	Skipton	£576.05
31 st July	Bank Interest from Royal Bank of Scotland	RBS Reserve	£4.81

20.4 To note payments made since last meeting.

1.	A Plowright	Flower Festival	£30.00
2.	S O'Reilly	Well Dressing	£56.00
3.	K Furness	Flower Festival	£28.20
4.	M Lester	Flower Festival	£47.68
5.	A Bennett	Flower Festival	£48.99
6.	Lovedays	Legal Fees	£1,000.00
7.	D. W. Turner	Bunting installation & removal	£420.00

20.5 To approve payments to be made.

1.	Little Longstone Chapel	Room Hire for meeting on 26th Aug	£80.00
2.	Sarah Stokes: Salary Costs	20 th April to 24 th July - 251hrs @ £16.90/hr	£4,241.90
3.	Sarah Stokes: Expenses	Printing @ £65.84, Postage @ £19.79 Printer Ink @ 157.26, ICO Registration @ £52.00 Storage Boxes @ £22.99, Stationary @ £88.73	£406.61

21. Any correspondence not covered elsewhere in the agenda

- PDNPA - Consultation on Draft Local plan. Period 27th July - 20th Sept 26.
- DALC - Local Government Reorganisation for Derbyshire. Little Longstone will be in the North Derbyshire Unitary Authority.
- DALC - Newsletter June/ July/ August.
- Mayor of Bakewell's Civic Service 27th September 2026 - Chairs invite.
- Local Resident - letter re car park and environment
- PDNPA - local plan consultation open

22. Late Correspondence**23. Any items that electors would like to have brought to the next meeting.****24. Date of next meeting.**

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