CHURCH BROUGHTON PARISH COUNCIL

**PARISH COUNCIL MEETING HELD ON THURSDAY 2ND FEBRUARY 2023**

Those present: In attendance:

Councillor Pedley-Chairman Helena Steeples-Clerk

Councillor Redfern

Councillor Speake

Councillor Thorpe

Councillor Woodhall

SDDC Councillor Smith

**130.0 APOLOGIES**

Apologies were received and accepted from Councillor Warriner, DCC Councillor Patten & SDDC Councillor Lemmon.

**131.0 REPORTS FROM DISTRICT & COUNTY COUNCILLORS & POLICE**

 **DERBYSHIRE COUNTY COUNCIL**

**Learn something new in 2023!**

Residents are invited to sign up to learn something new with our Adult Community Education Service.

Bookings for the new year term are open now and residents can view the courses online or pick up a brochure from their local adult community educations centre or library. Residents can book on to a qualifications and skills course by calling, emailing or visiting the centre where their chosen course is being held.

**Free support for vaccinations and screening appointments**

We want to make sure that health care appointments are as easy to access as possible for Derbyshire residents, that’s why we are running a new scheme offering free transport to a variety of routine health appointments.

**The Grab a Cab** project is running until 31st March 2023.

The offer is open to all ages and is not means tested, so you do not need to be receiving benefits to be eligible. The support will cover a prepaid taxi journey to and from your health appointment.

The free transport offer will cover the following pre-arranged health appointments:

COVID 19, Flu, Shingles and other NHS provided vaccinations

Abdominal aortic aneurysm (AAA) screening

Cervical cancer screening

Bowel cancer screening

Diabetic eye screening

You must be a Derbyshire County Council resident to be eligible. Please contact one of our team on 01629 536173 if you would like to arrange free transport. Phone lines are open Monday to Friday between 9am and 5pm or you can go on the DCC website.

Miry Lane – I have reported the potholes through to highways, the reference number is 482835077

Highways – We currently have just over 2000 defects, including potholes to be fixed. We normally have 18 dedicated reactive gangs that work from our depots which has been increased to 31. Staff are working extended hours and weekends to fix as many potholes as possible. To address the current rise in potholes we have hired 3 Jetpatcher machines to help reduce the numbers through the winter. We are currently fixing 650 defects a week, which will increase with the extra resources.

Bus journeys – single tickets have been subsidised by DCC until end of March with a single journey price of £2 per trip.

King’s Coronation – Funding yet to be discussed at DCC, but in the meantime there is funding available from The National Lottery.

there has been a further outbreak of avian flu in Buxton, however we will keep a close watch and I will report any further outbreaks nearer to home if this happens.

There has been a 5th outbreak of avian flu this time in Bakewell. However we are keeping a close watch on events in case of spread.

 ***SDDC Councillor Gillian Lemmon***

**Dog Fouling**

The Council have recently issued fines for dog fouling across the district. Please contact me if this is becoming an issue in and around public areas across the Parish (posters supplied for PC).

**Disruption to Bin Collections**

There have been issues in recent weeks, but it has mainly been down to a broken-down vehicle. If your bins are not collected on the advised date, please leave your bin out for collection and they will be emptied within a couple of days. This may be because of roster changes due to the absence of the vehicle but all bins have been collected around the Ward in less than 48 hours. (see below\*)

***SDDC Cllr Peter Smith***

**Parish Visit**

I arranged a Ward visit with the new Strategic Director for Service Delivery for SDDC Heidi McDougal which, Cllr Julie Patten I carried out on Thursday 26th January, when we gave Heidi a tour of the Parish and surrounding area. Unfortunately, Cllr Gillian Lemmon was unable to attend due to important work commitments.

**New PCSO**

I’m please to say that you have a new PCSO who will be covering the Parish going forward - PCSO Megan Taylor.

**Vehicle Crime and ASB**

Vehicle crime around the A50 is increasing (mainly fuel thefts from parked lorries). If anyone sees anyone acting suspicious – please report to the Police.

**Safer Homes**

CVS have extended their Safer Homes service for the elderly and vulnerable. This provides practical help and advice on staying safe in your home.

**Ready To Burn**

With the increase in the use of log burners DEFRA has published a useful leaflet (attached) giving helpful advice and information on staying safe when using log burners and open fires in the wake of people setting up as log suppliers and selling unseasoned or wet wood.

**DDC Report from Cllr Julie Patten sent direct to PC.**

**Issues to be Picked-Up by SDDC and DCC Councillors**

* \*Hard copies of the Bin Collection Dates for 2023. = PS to collect from depot on Monday and send to PC. SDDC Councillor Smith to send paper copies to Clerk and some properties did not have a copy delivered
* Light Pollution from Dove Valley Park. = PS on-going.
* HGV’s using the Woodyard Lane entrance to the Lidl bottling plant which is under construction. = PS
* Damage to the highway (Woodyard Lane) adjacent to Lidl bottling plant entrance. = JP
* Height of the building at the Lidl bottling plant (should be a max of 24mts). = PS

Councillors asked for an update on light pollution at the building development at Heath Top/Dove Valley Park and construction vehicles frequently causing significant quantities of mud on Woodyard Lane.

Councillor Smith advised that these issues have been previously reported to the SDDC Environmental and Planning Enforcement teams If these issues continue to occur please report incidents via the SDDC’s website or by email to planning@southderbyshire.gov.uk

Concerns were also raised regarding HGV vehicles using Sutton Lane and it was suggested that yellow directional signs may be used to instruct HGV drivers on how to return to major highways. It was noted that Councillor Warriner was pursuing this with Highways.

Councillor Smith confirmed that DCC Patten, SDDC Councillor Lemon and himself had received copies of the Parish Council objections to recent planning applications and confirmed that these planning applications would be called in to committee.

Councillor Pedley asked “What is the process to get part of an unadopted road, adopted, i.e. the section of Chapel Lane from where it joins Main Street up to the north end of the former schoolroom, now that the building is in public ownership?” and was advised that a letter needs to be submitted to DCC highways and copied to DCC Patten.

**132.0 PUBLIC PARTICIPATION**

None.

**133.0 OUTSIDE BODIES PARTICIPATION**

None.

**134.0 TO RECEIVE & APPROVE REQUESTS FOR DISPENSATIONS FROM MEMBERS ON WHICH THEY HAVE A DISCLOSURABLE PECINARY INTEREST**

None.

**135.0 MINUTES FROM MEETINGS HELD ON 12TH & 26TH JANUARY 2023**

The minutes from the 22nd January 2023 & 26th January 2023 were approved and signed. Proposed by Councillor Pedley and seconded by Councillor Thorpe.

**136.0 MATTERS ARISING**

**136.1 COMMUNITY PLAN UPDATE**

Councillor Pedley advised that the Annual Parish meeting will need to be held between 1st March and 1st June. Clerk suggested that the meeting is held in April as Parish Council elections will be held in early May and there are also several bank holidays in May.

Kings Coronation weekend 6th – 8th May. Discussion took place as to whether the village would hold a special event. The Palace has so far announced that the coronation will take place at Westminster Abbey on Saturday 6th May: A “Big Lunch” will happen nationwide on May 7th; & and “The Big Help Out” on May 8th. At this time no grants have been announced to help with celebrations.

Councillors were aware that the village Annual May Day event will take place on Monday 1st May. School will be the main organisers and will also use this event to celebrate the schools 50th birthday.

**136.2 COMMUNITY HALL UPDATE**

Councillor Pedley advised that the Committee had looked into getting a professional fire risk assessment carried out for the Community Hall. This would form part of a robust demonstration of taking “reasonable steps” to minimise the risk of fire and any resulting damage to property or individuals. The fire service had been contacted and unfortunately, they no longer undertake this role. The Committee had contemplated undertaking their own fire risk assessment using a UK Government template, but given the importance of the subject, for the first year would like to employ a specialist (called Antony Guest, a Member of the Institute of Fire Safety Managers) for a fee of £250. Councillors discussed the proposition and all were in agreement to employing the specialist to undertake the fire risk assessment.

Councillor Pedley advised that following on from the Open Day and parishioners viewing suggested future layouts of the Community Hall, we need to engage a building surveyor to draw up plans of the existing building. Quotes were viewed from Mapmatic, Beacon Land Surveys, GRT Architects and CDM Survey and were discussed by Councillors. The details of the quotes are contained in confidential minutes to protect commercial confidentiality. It was agreed by all present to employ Mapmatic which offered the most competitive quotation.

Councillors discussed appointing an architect to draw up new plans prior to submitting a planning application. Companies were approached and quotes received from Woore Watkins, Planning Design, GRT Architects, Montague Architects and JBA Architecture. The details of the quotes are contained in confidential minutes to protect commercial confidentiality.

It was agreed by all present, after discussion, to employ JBA Architecture Ltd which offered the most competitive quotation.

Councillor Pedley also advised that a bat survey would be required at an approximate cost of £300. Depending on the findings, additional fees may be necessary, for example to provide a design for accommodating the bats if they are found to exist in the roof space of the building.

Councillor Pedley advised when the drawings have been completed for the Community Hall, planning permission will be required. Building regulations approval costs approximately £650.00

**136.3 RISK ASSESSMENT**

No additional items to add at present.

**136.4 AUDEN CLOSE OPEN SPACE**

Councillor Pedley had facilitated a meeting on Tuesday between SDDC (Chris Worman Head of Green Park & Open Spaces) and the residents of Auden Close. The residents could form a constituted resident’s association and apply to access SDDC funds to support buying the land. Members of Chris Worman’s team could meet residents to help them form a resident’s group and provide advice on applying for funds. The Parish Council had been asked if they would consider purchasing the land. Councillors discussed the proposition, and it was felt that the Parish Council could not reasonably justify undertaking the purchase of the land in Auden Close as the land only directly affects approximately 20 houses which is only around 10% of the households in the Parish.

**136.5 READING ROOM LAND, ADVERSE POSSESSION**

No work had been undertaken on the land.

**137.0 PLANNING APPLICATION**

**137.1 DMPA/2022/1520 – ERECTION OF A SINGLE STOREY REAR EXTENSION AT 8 AUDEN CLOSE, CHURCH BROUGHTON**

No objections.

**138.0 REPORTS**

**138.1 ROADS**

Councillor Speake advised that many of the reported potholes had been repaired but there are still more to be repaired along Bent Lane, Mount Pleasant Sutton Road, Longford Lane & Badway Lane. Councillor Speake and Pedley will be attending the Market Place Event at Matlock on 13th March to discuss highways.

**138.2 MINOR MAINTENANCE**

Councillor Woodhall advised that the minor maintenance invoice for the work completed by Mr Woodhall for the year 2022-20323 was less than previous years due to less work being undertaken due to a very dry hot summer. Councillors asked how much Mr Woodhall charged per hour and was advised £20 per hour. Councillors asked Councillor Redfern how much he would charge for cutting hedges and were informed £44 per hour. Clerk had completed the minor maintenance claim form and Councillor Pedley signed. Councillors asked that Councillor Woodhall thank Mr Woodhall. All councillors were comfortable with the price charged.

Councillors were aware that the minor maintenance funds can only be spent on clearing surface vegetation and will discuss at the next meeting which footpaths they would like to target in the coming year. It was agreed that landowners should be initially approached directly by Councillor Woodhall or other Councillors especially if relationships already exist, to keep footpaths clear and then if after a reasonable period of time, no work was undertaken, then the footpaths officer at DCC would be advised via the website. Councillor Woodhall advised that Councillors need to be very careful when asking landowners as a good rapport had been established over the years.

Councillor Woodhall advised that Littlemeadow Lane used to be a bridleway and is now classed as a footpath. A local resident had asked if the Parish Council could replace the post for the gate at the top of Littlemeadow Lane, as it was thought the Parish Council initially installed the gate. Councillors thought that it is unlikely that the Parish Council was responsible for the gate post and Councillor Woodhall would report back.

**139.0 FINANCE**

**139.1 FINANCE REPORT**

A finance report as at 1st January 2023 was circulated.

**139.2 CLERKS SALARY LESS TAX = £179.20**

It was proposed by Councillor Redfern and seconded by Councillor Speake to pay the Clerks salary. Cheque serial number 001332 issued.

**139.3 D WALLIS LENGTHSMAN £60.80**

It was proposed by Councillor Speake and seconded by Councillor Redfern to pay Mr Wallis. Cheque serial number 001333 issued.

**139.4 B RUDGE LENGTHSMAN £20.00**

It was proposed by Councillor Speake and seconded by Councillor Redfern to pay Mr Rudge. Cheque serial number 001334 issued.

**139.5 HMRC £131.40**

It was proposed by Councillor Redfern and seconded by Councillor Speake to pay the HMRC. Cheque serial number 001338 issued.

**139.6 Y LYDON WEBSITE FEES £115.89**

It was proposed by Councillor Speake and seconded by Councillor Redfern to pay Mrs Lydon. Cheque serial number 001339 issued.

**139.7 R WOODHALL MINOR MAINTENANCE £400.00**

It was proposed by Councillor Redfern and seconded by Councillor Speake to pay the Mr Woodhall. Cheque serial number 001340 issued.

**139.8 QUOTE FOR MOWING REAR CHURCH YARD**

Mr Charlton had submitted a quote of £541.60, for mowing the rear church yard. Clerk advised that his previous invoices were as follows:

 20-21 £528.75

 21-22 £528.75

 22-23 £528.75

Councillors discussed the quote and were all happy for Mr Charlton to continue mowing the rear churchyard. Clerk to advise. ACTION: CLERK

**139.9 WAGE INCREASES**

Clerk left the room during the following discussion.

Councillors discussed the clerks salary and were all in agreement to increase the rate of pay to £15 per hour as from 1st April 2023.

Clerk returned to the room and was advised of Councillors discussion.

Clerk advised Councillors of the rate of pay currently paid to the lengthsmen and it was agreed to wait until the National Minimum Wage & National Living Wage rates are advised in April.

**139.10 WARM SPACES GRANT**

Councillor Pedley advised that the Community Hall group would not be apply for the grant.

**140.0 CORRESPONDENCE**

None.

**141.0 POLICIES**

None to discuss.

**142.0 CHAIRMANS NOTICES**

**142.1 COMMUNITY HALL PETTY CASH**

Councillor Pedley advised Councillors that the Community Hall Management Committee had received some cash donations following a couple of events such as the Open Day in November and a coffee morning organised by the Health and Wellbeing Group. This meant that the Committee was now technically in possession of Parish Council petty cash which is managed by the Community Hall Management Committee Treasurer. This had been used to refund people who have purchasing items for the hall and allowing them a quicker refund of expenses. It has been brought to the attention of the Clerk that there is now nearly £300 in petty cash. After discussion it was agreed that a) the Committee’s terms of reference would need to be amended to allow petty cash to be kept by the Committee’s Treasurer, set a maximum limit on petty cash and on individual reimbursement of expenses and b) that the Committee’s treasurer and the Parish Council Clerk would not be liable if any of these funds were stolen. ACTION: COUNCILLOR PEDLEY to update Terms of Reference.

**143.0 DATE & TIME OF NEXT MEETING**

To be held on Thursday 9th March 2023.

**144.0 MEETING CLOSED**

Meeting closed at 9pm.