**CHURCH BROUGHTON PARISH COUNCIL**

**PARISH COUNICL MEETING HELD ON THURSDAY 8TH OCTOBER 2023 AT 7PM**

Those present: In attendance:

Councillor Pedley-Chairman Helena Steeples-Clerk

Councillor Redfern

Councillor Speake

Councillor Thorpe

Councillor Warriner

Councillor Woodhall

SDDC Councillor Davies

DCC Councillor Patten

**61.0 APOLOGIES**

Apologies were received and accepted from SDDC Councillors Andrew & Meghani.

**62.0 REPORTS FROM DISTRICT & COUNTY COUNCILLORS POLICE INCLUDING UPDATE OF TRAVELLERS SITE ON SUTTON LANE**

SDDC Councillor Meghani sent his apologies and report as follows:

 **September report from Cllr Sundip Meghani**

Cllr Andrew, and Cllr Patten and I met with ALDI on Thursday 7 September. They briefed us on their plans for relocating the ALDI supermarket to the periphery of Hilton village. We submitted various ideas and comments, for example, relating to light pollution, noise pollution, and traffic congestion. I understand the planning Local casework has been sparse over the summer.

A substantive response from St Modwen regarding a dead tree issue in Hiton village is awaited and SDDC are offering free trees in October. All applications must be received by 29th October.

Councillors recently attended a Financial Sustainability workshop, which is an approach of seeking cross-party input and ideas to improve the financial position of South Derbyshire District Council. In a nutshell, there is a significant funding gap projected in the council’s finances and, unless we want to deplete all the cash reserves in the coming years, discussions and decisions need to be made in the next few months to find a solution to that funding gap. Labour is in control of the council, but Councillor’s of other parties can try to influence the outcome.

And finally, some happy personal news to share with everyone. My wife and I are expecting our first child in late January. I’ll be taking some time out from council duties when I take paternity leave early in the New Year.

 **SDDC Councillor Davies reported:**

 That she had attend many meetings including planning meetings; reducing speed limits; hedgerows; training and new housing regulations which are being brought in for council houses. In the next 4 years council houses have to be brought up to standard and builders will have to put into place a bio-diversity plan prior to building.

 SDDC are still looking into the CCTV camera outside the traveller’s site on Sutton Lane. A site meeting was held at Foston Prison re the extension and the planning application was approved.

 Councillors requested that the owner of the traveller site on Sutton Lane be made to cut back the hedge which is overhanging the road and restricting vehicles.

 Councillor Thorpe declared an interest in the following item.

 Councillors enquired when the retrospective planning application for bunds and path on lane off Badway Lane would be discussed and were advised that it is to go to committee in November, but no date had been set. Councillors were advised that if they wish to speak (a limit of 3 minutes per person) they would need to register. After discussion it was proposed by Councillor Warriner and seconded by Councillor Speak that a representative of the Parish Council should attend. It was agreed that Councillor Warriner would apply and attend if available.

ACTION: COUNCILLOR WARRINER

**DCC Councillor Patten** reported that further to the request that when road closures are advised that the SDDC advise the refuse collectors it has become known that SDDC had changed email addresses and not advised DCC. Email addresses have been now updated.

 DCC are holding webinars re cyber security and attendees are asked to book online.

 Dates as follows:

 General public 10th October 6.30-7.30pm

 For parents 26th October 6.30-7.30pm

 Business’s 4th October

 A consultation on recycling is being held by DCC online.

The Health & Well Being Board are encouraging people in October to cut smoking and vaping.

Councillor Warriner enquired if there had been any response regarding the re-routing of lost HGVs around the lanes of Church Broughton. DCC Councillor Patten to enquire.

 ACTION: DCC COUNCILLOR PATTEN

 DCC Councillor Patten left at 8.220pm

**63.0 PUBLIC PARTICIPATION**

None.

**64.0 OUTSIDE BODIES PARTICIPATION**

None.

**65.0 TO RECEIVE & APPROVE REQUESTS FOR DISPENSATION FROM MEMBERS ON WHICH THEY HAVE A DISCLOSURABLE PECUNIARY INTEREST & RECEIVE ANY OTHER DECLARATIONS OF INTEREST**

Councillor Woodhall submitted an invoice for the purchase of a bench and declared an interest.

**66.0 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Thursday 7th September 2023 had been circulated. These were approved by all present.

**67.1 MATTERS ARISING**

**67.1 DOVE VALLEY PARK**

Following Mr McCardle’s attendance at the Parish Council meeting in September, Councillor Pedley asked who would like to join him & Councillor Woodhall to visit Clowes. Councillors Warriner and Speake would like to be advised of the date and time of the meeting and attend if possible. ACTION: COUNCILLOR PEDLEY

Councillor Warriner had emailed representatives at Clowes separately expressing his disappointment of the restricted access to 3 footpaths - one of which is blocked by earthworks. One of the footpaths has not been useable for 6 months.

Councillors expressed their concern over Councillor Warriner’s email communications as they were understood to have upset a few people, were poorly received at Clowes and were also perceived to have come from the Parish Council, which was not the case. It was not clear whether Councillor Warriner had communicated with Clowes as a Parish Councillor or as a private individual. Councillor Warriner stated that he had written the emails as an individual Parish Councillor and not on behalf of the Parish Council. Councillors were concerned that writing as a Parish Councillor would have created the perception that the communications were on behalf of the Parish Council. Councillor Pedley advised that the Parish Council need to agree on its communications prior to them being issued. Councillors were reminded that the Parish Council is trying to build a relationship with Clowes and hopefully the company will be able to help the Parish in future projects, and therefore communications should be collaborative and not confrontational. Councillors were asked to be clear in their communications that they are not acting on behalf of the Parish Council when they are acting as individuals.

Councillor Pedley to enquire if DALC could attend a meeting to give any further guidance.

ACTION: COUNCILLOR PEDLEY

**67.2 COMMUNITY PLAN**

No update.

**67.3 COMMUNITY HALL UPDATE**

The updated Terms of Reference had been circulated. Councillor Pedley advised that the only amendment had been to reduce the petty cash limit to £100 in line with our insurance policy. This was approved by all present.

**67.4 COMMUNITY HALL**

. Further to last meeting the Clerk contacted BT to request a landline and Wi-Fi be installed in the Community Hall. Upon contacting BT, we were informed that they were no longer installing landlines. A contract has now been arranged with Sky.

 SDDC Planning Officer, Mr James Norton, has been in communication re the planning application. After consultation with the County Archaeologist, he has suggested that the extension should be made to look more distinctly different to the original historic building. He didn’t like the small arched window in the front elevation of the extension, and it had been suggested that a flat lintel be installed instead of the arch above the window. Also remove the proposed brick corbelling from the parapet of the extension and add aluminium capping. Councillors were agreeable with the proposals.

 Mr Martin Spalton has manufactured double glazing ready to be installed in building next week. Councillors expressed their thanks to Mr Spalton.

**67.5 RISK MANAGEMENT**

Councillor Warriner suggested that a Health and Safety review of role requirements of our lengthsmen should be carried out, to include protective equipment. ACTION: Action Owner required.

**67.6 READING ROOM LAND, HAS ANY WORK BEEN CARRIED OUT SINCE LAST MEETING?**

None.

**68.0 FINANCE**

**68.1 FINANCE REPORT**

Clerk advised the bank statements had not arrived but upon arrival a report will be issued. ACTION: CLERK

**68.2 CLERKS SALARY £240.00 LESS TAX = £192.00**

It was proposed by Councillor Thorpe and seconded by Councillor Speake. Cheque serial number 001452 issued.

**68.3 D WALLIS LENGTHSMAN £83.40**

It was proposed by Councillor Speake and seconded by Councillor Thorpe to pay Mr Wallis. Cheque serial number 001453 issued.

**68.4 B RUDGE LENGTHSMAN £18.72**

It was proposed by Councillor Speake and seconded by Councillor Thorpe to pay Mr Rudge. Cheque serial number 001454 issued.

**68.5 HMRC £68.80**

It was proposed by Councillor Thorpe and seconded by Councillor Speake to pay HMRC. Cheque serial number 001455 issued.

**68.6 CHURCH BROUGHTON CHURCH – UPKEEP OF GRAVEYARD £650.00**

It was proposed by Councillor Speake and seconded by Councillor Thorpe to pay the Church for the upkeep of the graveyard from section 136. Cheque serial number 001456 issued.

**68.7 VILLAGE HALL & PLAYING FIELD COMMITTEE – UPKEEP OF PLAYING FIELD £650.00**

It was proposed by Councillor Speake and seconded by Councillor Thorpe to pay the VH&PFC for the upkeep of the playing field from section 136. Cheque serial number 001457 issued.

**68.8 PKF LITTLEJOHN AUDIT FEE £504.00**

It was proposed by Councillor Thorpe and seconded by Councillor Speake to pay the audit fee to PKF Littlejohn . Cheque serial number 001458 issued.

**68.9 DALC TRAINING £50.00 – UPDATE**

At the previous meeting an invoice for a £50 training fee had been received. This course had been cancelled prior to the day and the Clerk rang to advice DALC. Subsequently the invoice was cancelled, and the cheque destroyed.

**69.0 PLANNING APPLICATIONS**

None.

**70.0 REPORTS**

**70.1 ROADS**

Councillor Speake advised that odd potholes have been filled and reminded everyone that at the Area Forum, the Highways staff had informed him all roads are inspected annually.

**70.2 MINOR MAINTENANCE**

Councillor Woodhall advised that she had purchased the bench as requested at the last meeting. Installation to be organised. Also, we have been donated a large box of free wildflower seeds.

 Councillor Woodhall informed all present that she had attended a meeting with Miss Maggie Atkinson to speak with David McCabe, who is the footpaths officer for Derbyshire Dales (Councillor Davies thought that due to the change in boundaries our parish will be under Derbyshire Dales in November). Miss Atkinson was seeking advice on how to move footpaths on her land. Mr McCabe had warned the process can be lengthy.

 Councillor Davies to enquire about the boundary changes and update the Parish Council. ACTION: COUNCILLOR DAVIES

 Councillor Woodhall has spoken with Ms Rebecca Sibert the new owner of Barton Hall, who is looking forward to using the grounds for charitable events approximately 4 times a year. Ms Silbert confirmed that the church field which opens onto Church Road belongs to her and Councillor Woodhall asked if it would be possible to have a stile installed by the gate, as several times the gate has been left open and livestock are kept in the field. Ms Silbert was agreeable to action.

**71.0 LETTER FROM SOLICITOR**

A letter had been received from Bowcock Cuerden solicitors concerning land on the north side of Sutton Road, Church Broughton. The solicitors are executors for the registered proprietor of the land which was owned by Mrs Maureen Allen. Under the Order of disposition or dealing within eighty years of 22nd July 1992, consent had to be obtained from the Parish Council to transfer title to the land. Councillors agreed to the land title transfer on the basis of it being transferred to a member of Mrs Allen’s family and that the restriction requiring Parish Council consent would remain in the Title. A letter of response reflecting this to be sent. ACTION: CLERK

**72.0 POLICIES**

1. Code of Conduct

 2. Standing Orders

 3. Complaints

 4. Equality & Diversity

 5. Freedom of Information Publication Scheme

 6. Freedom of Information Policy

 7. Retention Policy

 8. Accessibility

 9. Internal Audit

Councillor discussed the above policies, and it agreed by all present that the Parish Council would invite Wendy Amiss from DALC to attend a meeting and provide training, especially on Code of Conduct to everyone. Councillor Pedley to ask if Wendy Amiss could attend on 9th November at approx. 6pm for 1 hour prior to the Parish Council meeting. ACTION: COUNCILLOR PEDLEY

**73.0 CHAIRMANS NOTICES**

1. Chairman to install Remembrance Statutes

2. Xmas meal – Parish Council meeting to be held on 7th December at 6.30pm followed by the meal at the Holly Bush 7.30for 7.45pm. Clerk to book. ACTION: CLERK

**74.0 CLOSURE OF MEETING**

8.45pm