

BARLOW PARISH COUNCIL

MINUTES OF THE MEETING OF BARLOW PARISH COUNCIL HELD ON MONDAY 2ND OCTOBER 2017 AT THE VILLAGE HALL, BARLOW

- Present:** Councillors Mrs J. Brougham, T. Crowley, D. Curtis, Mrs J. Hunter, J. Rushby, S. Woodhouse.
- Also in attendance:** District Councillor Mrs C Huckerby, Clerk Mrs A. Jones, Mrs J Siddall (for Co-option)
- 148/17 **Apologies for Absence**
County Councillor Angelique Foster had sent apologies. Cllr B. Allcock did not attend.
- 149/17 **Variations to the Order of Business**
Planning was brought forward for convenience. Co-option was brought forward to allow the new member to fully participate in the meeting.
- 150/17 **Declaration of Members' Interests**
Cllr D. Curtis declared an interest in Planning Application 17/00916/TPO as he is a neighbour. Cllr Curtis will not take part in the discussion.
- 151/17 There were no requests for dispensations for Members with DPI's.
- 152/17 **Public Participation/Report of the Police/District and County Councillors.**
The report from Derbyshire Constabulary arrived after the meeting and was circulated. Noted in retrospect – Barlow 1 common assault, not much ASB has been reported. The 2 new PCSOs Jack Worrall and Stefan Broadhead are now independent and we should be seeing them out and about in the area very soon.
- 153/17 Mrs Janet Siddall was co-opted as a member of Barlow Parish Council. The Chair welcomed Cllr Siddall to the Council and she signed the Declaration of Acceptance of Office. The Clerk will email Cllr Siddall a Disclosable Pecuniary Interests form to be completed and brought to the November meeting.
- 154/17 **Minutes of the Previous Meeting**
The minutes of the meeting of Barlow Parish Council held on Monday 4th September 2017 had been circulated.
RESOLVED: That the minutes of 4th September were approved as a true record and signed by the meeting Chair, Cllr Curtis.
- 155/17 **Matters Arising**
- a) Outstanding from previous meeting – the new Clerk has obtained quotes for signage for the Play Area. To be dealt with under Village Hall on the agenda.
 - b) Outstanding from previous meeting – the new Clerk has circulated a list of potential grants from DALC.
- 156/17 .1 **Planning Applications**
- a) 17/00916/TPO Application to prune 4-5 branches of 1 no. Walnut Tree, Crown Lift 2 no. Beech trees and reduce Holly Hedge by 50% all covered by TPO no. 5 The Old Vicarage, Hackney Lane. The Clerk had been granted an extension and will respond to this application on 3rd October. The Parish Council considered this application and made no comment. Cllr D Curtis had declared an interest and abstained.

- b) 17/00929/FLH Application for front extension to bungalow, Valley View, Brindwoodgate. The Parish Council considered this application and made no comment.
- c) 17/00790/FL (Amended) Conversion of existing stables and garage to residential dwelling Highbrook, Far Lane. This application had been received after the agenda had been issued. It was not clear at the meeting if this was a different application to the one of the same reference number considered at the September meeting. The Parish Council had considered this application and objected as overdevelopment of green belt contrary to green belt policy. It was subsequently established that the application had been amended, but Councillors considered that the application was substantially the same and the same objections applied. The Clerk will respond accordingly.

156/17 .2 **Planning Decisions**
None notified.

156/17 .3 **Other Planning Matters**
District Councillor Huckerby reported the Appeal had been allowed Ref. PP/R1038/d/ 17/3174349 for 30, Commons Road. NOTED.

157/17 **Report of the Clerk and Correspondence**

- a) **Update on arrangements for handover of Clerk role.** The new Clerk had obtained bank statements and circulated the balances for the Current Account and the Reserve Account to members. The bank mandate had been updated, and it was approved that the Clerk would apply for access to statements on-line for herself and Cllr Rushby. No transactions would be possible on-line with the Natwest Account. The Clerk recommends that BPC keep the Natwest accounts until the end of the financial year, at which point a transfer to Unity Trust on-line banking would be recommended.
The Clerk will have copies made of relevant keys to the hall.
All files have now been handed over.
All contacts are in the process of being notified of new contact details.
The Clerk has yet to go through the filing cabinet in detail.
- b) **The DALC Annual Report** has been circulated. It was noted that the DALC AGM is on 11th October 2017. It was noted that by minuting that DALC correspondence had been circulated it was on record that Councillors had received the information and were aware of any relevant legal advice contained in the circulars.
- c) **Barlow Parish Magazine**
Due to an early deadline for magazine entries and holidays it had not been possible to put the September meeting report in the Parish Magazine. A report for September and October will be in the November issue, together with new contact information for the Clerk.
- d) **Fire Extinguishers**
The fire extinguishers had been serviced/replaced in August but the date labels had not been completed. Direct365 the company responsible had been advised and will organise a re-visit. They would charge a fee of £70 if on re-visiting they found the labels correctly completed. The Clerk has sent them a photograph of one of the uncompleted labels.

- e) **Proms in the Park Request**
Barlow Parish Council had no objection in principle to a request for a booking for the Recreation Field on 2nd June 2018 for a Proms type event. The Clerk has asked the organisers for more details about timing and how the event will be organised. It will be necessary to co-ordinate the erection and taking down of marquees with any other events on the Recreation Field.
- f) **Freeola**
The Freeola website hosting payments have been transferred to the Clerk's name. The Clerk will submit a claim for the fees with her expenses (invoiced quarterly).
- g) **Hall On-Line Booking Proposal**
As requested, the Clerk has asked Park Hall website designers to incorporate a hall booking calendar into the Barlow Village website. This is now being worked on. Councillors will be asked to trial the calendar and give feedback in due course.
- h) **Lee Rowley MP for N. E. Derbyshire**
There will be a meeting for BP Councillors with Lee Rowley MP at 7.00 pm on Thursday 30th November 2017, to discuss issues of concern to include Fracking. D. Cllr Huckerby will attend. The Clerk will also invite DCC Cllr Foster.
- i) The Local Government Boundary Commission Recommendations were noted.

158/17

- Financial Report**
 - a) A report from Mike Ferreday confirmed that the financial records are in reasonable order with one or two minor anomalies which he will resolve.
 - b) The Clerk presented the balances of the Reserve and Current Accounts with itemised transactions since the previous balances. The Financial Report is given at Appendix A and includes income and expenditure for September and October. The Financial Report and Accounts for Payment were approved as listed.
 - c) The Audited Annual Return (including statement on Public Access) has been published on the website in accordance with the Financial Regulations.
 - d) Other than those paying annually, the Clerk will from now on invoice regular hall hirers on a regular month by month basis.
 - e) The Clerk will no longer hold petty cash as this is an unnecessary complication. Any expenditure can be put through monthly expenses.

159/17

- Village Hall/Recreation Ground Issues**
 - a) This month's inspection was carried out by Cllrs Crowley and Rushby. The report had been circulated and was noted.
 - b) The positioning of smoke alarms was clarified. There is a greater fire risk to non-frequented areas of the building.
 - c) The kitchen light has been fixed.
 - d) The Clerk will replace the First Aid Box. (*Replaced 08/10/17*).
 - e) Cleaning issues were discussed.
 - i) It was resolved that The Clerk will compile a checklist for the cleaner to sign off when work completed.
 - ii) It was resolved that the Clerk will amend the booking form to ensure ad hoc hirers maintain hall cleanliness standards.
 - iii) It was resolved that the Clerk will introduce a Hirer's Diary for any comments on cleanliness or other issues at the hall to be captured.
 - f) The Clerk will obtain quotes from cleaning companies to enable a review of arrangements.

- g) Quotes for Play Area signage from Broadfield Signs, Fastsigns and 'asap-digital' were considered. The Clerk was authorised to appoint asap-digital to complete the work specifying an aluminium composite is required.
(Clerk's note asap-digital requoted £15.00 for the Aluminium composite specification and are going ahead.)
- h) As recommended by Came & Company, the Clerk was authorised to obtain an up-to-date valuation of the Village Hall, using the valuers suggested by Came & Company, fees up to a maximum of £400. The Clerk was also asked to establish who is responsible for the perimeter wall between the Recreation field and Peter Needham's field.
- i) The Annual Main Inspection of the Playground had identified safety issues with the Pre-School Play area. The Clerk was asked to check with our insurers if BPC has responsibility for this section or if it is solely the responsibility of Pre-School.
(Clerk's note: email sent to Came & Company 03/10/2017)
- j) A heater has been left in the Committee Room. It is not PAT Tested and should not be used on the premises. The Clerk will ask hall users to identify who it belongs to and ask them to remove it.
- k) The drain blockage outside the hall along from the gents' toilets corner of the building is a recurring problem. The Clerk was asked to obtain quotes for putting cameras down the two manholes which approach the convergence of pipes where the blockage occurs. Councillors will then decide if it worth getting a camera survey or possibly to go ahead with putting in a new manhole where the blockage occurs.
- l) Cllrs Allcock and Mrs J Brougham are due to carry out the next Hall inspection. This will need to be during the daytime for daylight. The Councillors will need to agree a day and time between themselves. The Clerk will confirm with them separately.

160/17

Village Survey

It was resolved that the Clerk will draft a letter to all residents asking for their views on what needs to be done in Barlow, including possible improvements to the Village Hall, within the powers of the Parish Council, to better meet the needs of residents. It was discussed that this could lead to the formulation of a 5 or 10 year plan. The Clerk's draft letter will be circulated for feedback from Councillors.

161/17

DALC Circulars up to and including no. 11 have been circulated to Councillors.

162/17

Issues raised by Councillors

- a) Overgrown hedge and debris on footpath on Hackney Lane. This dangerous section of footpath has been reported to the landowner and DCC. The landowner has agreed to clear it and DCC are monitoring. The Clerk will notify the resident who raised the concern, and copy in DCC Councillor Foster.
- b) The pavement at the top of Overlees has 'dropped' through being parked on by a DCC HGV and is now dangerous. *(DCC Report ref. F343059)*
- c) The Mill Street sign is not visible due to foliage. *(DCC Report Ref. F343062)*
- d) The 30 mph sign is missing at the top of Smeltinghouse Lane. *(DCC Report Ref. 343063)*
- e) The bench at Crow Hole needs to be repaired. The Clerk will check what repair is needed and obtain quotes if necessary.

- f) Footpaths requiring maintenance which qualify for the Minor Maintenance Grant. Cllrs reported that Oak Lane off Commonsideside requires work. The Clerk will include this in the grant claim.

162/17

Any Other Business

- a) New dog waste bins are required at the top of Smeltinghouse Lane and the bottom of Overlees. The Clerk was asked to order new bins and arrange fixing.
- b) The Chair of the group Eckington Against Fracking had asked to hire Barlow Village Hall to arrange a public meeting for Barlow residents in opposition to local fracking proposals. It was resolved to allow them to hire the Village Hall as a private hirer, but not to imply BPC was supporting the public meeting. BPC wishes to check the public mood on this issue before taking a view.
- c) Parking Issues. Cllr Siddall said that residents were not aware of the work the Parish Council has done to try to resolve parking issues in the village. It was resolved that the Clerk will write up a summary of actions and correspondence for the website and magazine, to keep residents in the picture. It was also resolved to invite DCC Cllr Foster to a separate meeting to try to find a way forward with parking issues.
- d) Cllr Crowley commented that we should have access to 28 days' worth of CCTV from the Hall camera, but that no one knows how to view the material. The Clerk will ask Philip Pickering to show her how it works.

163/17

Date of Next Meeting - 7.30 pm Monday 6th November 2017 at Barlow Village Hall.

164/17

Items for the October agenda Parish Councillors to continue to provide a list of any overgrown footpaths. Please send this to the Clerk ahead of the meeting so a list can be compiled for the Minor Maintenance Grant.

APPENDIX A. BARLOW PARISH COUNCIL FINANCIAL REPORT TO MEETING 2nd OCTOBER 2017

Item	Balance	Variance
Balance of Business Current Account No. 80093299 at 18/09/17	£14,962.29	
Balance of Business Current Account No. 80093299 at 02/10/17	£27,615.79	+£12,653.50
Balance of Business Reserve Account No. 00462128 at 18/09/2017	£21,753.34	
Balance of Business Reserve Account No. 00462128 at 02/10/2017	£21,753.31	+£0.17

PAID OUT

Cheques Issued 6th September which had cleared by 18th September 2017 Statement

Chq.no./DD	To	Detail	NET	VAT	TOTAL	Cum.
2542	A Preston	Salary/Ex's 07, 08/17			£700.17	
2544	HMRC	2 mths to 05/09/17			£126.46	
2545	NEDDC	Dog bins 04-06/17	£222.95	£44.59	£267.54	
2546	British Gas	03/05 – 26/07/17 £100 credit c/f	£167.24	£8.36	£75.60	
2549	Direct365	Fire Safety Insp.	£190.45	£38.09	£228.54	
2550	S. Ward	Wooden Play Boat			£590.00	£1,988.31

Cheques issued 6th September 2017 which had not cleared by 18th September 2017 Statement

Chq.no./DD	To	Detail	NET	VAT	TOTAL	Cum.
2547	Park Hall	Website 01/04 – 31/08			£75.00	
2548	Walker T S	Removal of conifer			£200.00	
DD	PNET	2929756-1			£39.00	£314.00

Cheques issued 2nd October 2017

Chq. no./DD	To	Detail	NET	VAT	TOTAL	Cum.
2551	Came&Co.	Insurance Premium	£1,730.29	£207.63	£1,937.92	
2552	Yorks.Water	31/03/-17/08/17			£75.73	
2553	P. Pickering	Reimburse Freeola	£10.47	£2.09	£12.56	
2554	D. Hunter	Window Cleaner			£10.00	
2555	AP Jones	Salary/Ex's 09/17			£384.17	£2,420.38

Income Banked

Receipt.	Payer	Detail	NET	VAT	TOTAL	Cum.
	Hunt	10% Car Boot 08/09			£39.20	
AJ/03	B. Horsley	Donation for bench			£299.00	£338.20
BACS	NEDDC	Precept			£12,500.00	
AJ/01	R JUBB	HHD 04/11			£25.00	
AJ/02	J BACON	HHD 29/10			£25.00	
AJ/04	L BAILEY	HH 23/09			£70.00	
AJ/05	A KNOWLES	HH 30/09			£157.50	
AJ/06	KEEP FIT	Cash HH July 4x			£40.00	£317.50
	Red Barrows	HHD 18/11/17			£25.00	
	Hounds	HHD 11/11/17			£25.00	
	S. Johnson	HHD 16/12/17			£25.00	
	S. Sanderson	HHD 11/11/17			£25.00	
	B. D. Parker	HHD 04/11/17			£50.00	£150.00
TOTAL						£12,967.50

