

Minutes of the Annual General Meeting of Great Longstone Parish Council

held at 7.40pm on Wednesday 15th May 2024

in Great Longstone Village Hall, DE45 1TB

Present = Cllr Long (Chair), Cllr Barrett, Cllr Rigby, Cllr Briggs, Cllr J Cox, Cllr Douglass, Cllr Headington (Acting Clerk)

39/24 Apologies for absence from members.

Apologies from County Councillor A Sutton.

40/24 Declarations of disclosable pecuniary interest relating to items on the agenda.

None.

41/24 To approve minutes of the meeting held on 20th March 2024.

Proposed by Cllr Long, Seconded by Cllr Briggs. Approved.

42/24 Election of Chair to the Parish Council

Cllr Long was proposed by Cllr Headington and seconded by Cllr Briggs. All in favour.
The Chair signed the Declaration of Office.

43/24 Election of Vice Chair to the Parish Council

Cllr Cox was proposed by Cllr Long and seconded by Cllr Briggs. All in favour.

44/24 Suspension of Standing Orders for no more than 15 minutes to allow for public comments.

The editor of "Under the Edge" commented on the positiveness of the Annual Parish Meeting, held earlier that evening and which had close to 30 people in attendance.

45/24 Report from County Councillor.

No report. Apologies had been sent.

46/24 Report from District Councillor.

No report.

47/24 Report from Police Community Liaison Officer (PCLO).

No new report.

48/24 Standing Orders Resumed.

49/24 Village/Neighbourhood plan.

Cllr Douglass explained that the current intention is to launch the project September. The first task will be the creation of a steering committee. In the meantime, work will be undertaken to promote the concept over the coming months, for instance with articles in "Under the Edge".

50/24 Recreation Ground.

1.1 Playground.

1.1.1 **Update on toddler swings:** Cllr Cox reported that the new swing seats and chains are now installed.

1.1.2 **Update on painting equipment:** Cllr Cox reported that they were waiting for suitable weather to carry out the painting.

1.1.3 **Annual inspection of equipment on the recreation ground, by RoSPA's "Play Safety Ltd":** The inspections were undertaken on the 8th May and the reports had recently been received. The clerk was instructed to send copies of the reports to all councillors.

It was noted that the “basket” part of the Bird’s Nest swing was starting to get very worn, and the **Clerk was instructed to obtain costings for a replacement.**

1.2 Equipment for years 11+ and Tennis Court / MUGA:

1.2.1 Update on staining of wooden storage unit by tennis courts: Cllr Cox reported that as with above agenda item (50/24 1.1.2) they are waiting for a suitable break in the weather.

1.2.2 Repair of tennis net and gift of nets from the Clarke family: The clerk reported that he had been contacted by the daughter of a former resident, after finding spare tennis nets. These have been given to the parish and one was put immediately into use, with a new “top wire”. Notices have been added to the tennis court asking users not to “over tighten” the tension wire.

1.3 Noticeboard: The doors on the noticeboard, by the play area, has been replaced by Chris Holland at a total cost of £360. It was agreed to see if additional bolts need to be added to reduce the risk of the door being blown off again. **Cllr Barrett agreed to take a look at it.**

1.4 Cricket and Football: A question was raised about whether the alternative goalpost sockets were being used. **Clerk instructed to contact the Football Club** to find out when their season ends, so that the goal posts can be moved, and the “winter” goal mouths be rested.

1.5 Proposed New Sports and Recreation Association: Update and report on progress.

1.5.1 Update on: Registering proposed new sports and recreation association, as a charity. It was reported that villagers working on this had completed the paperwork and the application was ready for submission.

1.5.2 Update on transfer of ownership of Tea Hut and Pavilion from Cricket Club to Parish Council: It was reported that this will take place after LASRA has been formally registered.

1.5.3 Update on granting a 1972 LGA Section 127 compliant lease to a proposed new sports and recreation association, for use of land occupied by the 2 buildings, once it has been registered as a charity: As with 12.5.2 above this will be timed so that so that it links with the creation of LASRA. A villager, working on behalf of the sports association, will produce the first draft of the proposed lease and then this will be reviewed by the Council’s solicitor.

1.5.4 Update on granting the proposed new sports and recreation association a licence for the use of the Recreation Ground, once it has been registered as charity: No action has been taken yet.

1.6 Tea Hut and Pavilion.

1.6.1 Update on repairs:

1.6.1.1 Electrical Testing of building wiring and PAT Testing of electrical appliances: Cllr Douglass reported that the testing has been conducted and no issues have been found.

1.6.1.2 Replacement of glass/doors to use safety glass: It has been found that a plastic film can be used, stuck over the existing glass. Cllr Douglass to look into costings. If below £150 Clerk to proceed with purchasing.

1.6.1.3 Other tasks: Clerk to instruct T W Cox & Sons to carry out repair work to the flashings. Cllr Douglass reported that he had carried out a review using the HSE checklist and a Fire risk assessment, both of he has completed in draft format.

1.7 Managing bookings for use of the Recreation ground

1.7.1 To note existing bookings

1.7.1.1 28th May & 31st May by Jay’s Fitness

1.7.1.2 12th & 14th July for cricket matches

1.7.1.3 27th June & 16th July – School Sports Day / back-up day

1.7.1.4 20th July – Sports association event

1.7.1.5 6th September – Fell Race

1.7.2 New Requests for discussion / approval

1.7.2.1 None

1.8 Update on staining of benches: Waiting for suitable weather.

51/24 Village Greens.

1.1 Update on staining of benches: Waiting for suitable weather.

1.2 To note: That grass cutting contract will be due for retendering at the end of 2024.

52/24 Allotments.

Update on water supply project: Cllr Barrett reported that the proposed water source is looking harder to access than previously thought. It was agreed that Cllrs Cox, Barrett and Douglass will arrange a site meeting, in conjunction with the clerk, to look at the best ways of taking this project forward.

53/24 Village Hall

- 1.1 Update on repairs to leaking gutters and slipped slates at back of the Village Hall: Cllr Cox reported that this is on their list of jobs to be completed.
- 1.2 Update on having a PC letter box at the Village Hall: The Clerk reported that the Secretary to the Village Hall Management Committee was happy for this to proceed. **The Clerk was instructed** to buy a suitable letter box and to liaise with the VHMC when ready for it to be fitted.

54/24 Closed Churchyard

- 1.1 Update on the biodiversity project: It was reported that contractor has agreed to modify his mowing regime to fit in with the trial plans for this year. The conservation group is meeting again Saturday afternoon (18th May) to work on clearing Ivy and planting "plug plants" that have been grown from seed by the volunteers. It was reported that the project leader has been carrying out surveys of the plants that have been growing, since the mowing regime has been modified, with very encouraging results. **Clerk instructed to convey the thanks of the Council**, to the Conservation Group, for the work that they are undertaking on behalf of the community.
- 1.2 Update on Ivy spraying: Cllr Cox reported that this was completed on Tue 7th May.
- 1.3 To note: That grass cutting / maintenance contract will be due for retendering at the end of 2024

55/24 Footpaths and highways

1.1 Drainage/flooding issues

- 1.1.1 Update on new flooding at bottom of Church Lane (FS-Case-613117928): The chair reported that she and clerk had met a DCC Highways engineer who felt that the likely problem was caused by a collapsed culvert, that is under Main Street, immediately in front of the property "Heath Bank". The engineer will be arranging for further investigations to take place.

- 1.2 **Temporary Road Closure:** To note application received by DCC for temporary closure of the section of Moor Road from Main Street to Longstone Moor Farm from 6:30pm to 10pm on 26th June for a cycling event.
- 1.3 **Flood Warden Workshop:** 13th June 2024. No action required.
- 1.4 **Snow Warden Scheme:** Run by DCC but DDDC asking which parishes are interested. No action required.
- 1.5 **Cows and Footpaths:** No update.

56/24 Section 137 Projects

- 1.1 Well Dressing Week: Sat 13th to Sun 21st July 2024
- 1.2 Replacement bunting: The clerk was instructed to buy 50 units of outdoor bunting, at a total length of 1.5km and a cost of £1,300 + VAT. It is hoped that it might be possible to get support towards this expenditure. Cllr Douglass reported that a crate of the old bunting, in fairly good condition, had been found in the Tea Hut. Proposed by Cllr Long, Seconded by Cllr Briggs.
- 1.3 Defibrillators: A new light has been installed in the telephone kiosk that houses one of the defibrillators.

57/24 Planning Applications

1.1 Recent, for information:

- 1.1.1 NP/DDD/1223/1446 - Change of use of land to siting of 5 pitches (for motorhomes or caravans for leisure) –Reported that is has been approved by PDNPA.
- 1.1.2 NP/GDO/0322/0431 - GDO Notification - New building for mixed agricultural use - Middle Hay - GLPC not notified. Appeal to SoS following refusal.
- 1.1.3 NP/DDD/0124/0114 - S.73 application for removal or variation of a condition - Barley Croft - No comment from GLPC. Reported that is has been granted conditionally by PDNPA.

- 1.1.4 NP/DDD/0224/0174 - Lawful Development Certificate for a proposed use - Erection of garden room - 2 Glebelands - No comment required from GLPC. Reported that is has been granted by PDNPA.
 - 1.1.5 NP/TCA/0324/0333 - (28/03/24) Work to various trees in grounds of school. Reported that is has been accepted by PDNPA.
 - 1.1.6 NP/TCA/0424/0406 - (16/04/24) Fell to ground level Silver Birch tree in rear garden. The Mires - Reported that is has been accepted by PDNPA.
- 1.2** New, for consideration in meeting:
- 1.2.1 No new applications.

58/24 Council Administration.

- 1.1** Parish Clerk and arrangements for the coming year. Cllr Headington has been acting clerk for the past 3 months. He expressed his willingness to continue in the post on a permanent basis, though this would mean that he would have to resign as a councillor, effective from the end of this meeting. This offer was accepted by the council. It was noted that regulations mean that as a former councillor he cannot be paid by the Parish Council for the first 12 months in post. The clerk asked if he could buy a copy of the guide Arnold Baker on Local Council Administration (13th edition), which was agreed.
- 1.2** Ongoing Land Registration project.
 - 1.2.1 Fields, track and quarries. Update – **Clerk to visit Records Office** to look at Enclosure Act map for field numbers.
 - 1.2.2 Recreation Ground: Correcting incorrect ownership details. This will be done once the new letter box has been installed at the Village Hall.
 - 1.2.3 Updating Parish Council address on all Land Registrations: This will be done once the new letter box has been installed at the Village Hall.
- 1.3** Vacancies for Parish Councillors – We now have two vacancies for councillors. Clerk to arrange for these to be advertised.
- 1.4** Asset Register. The March 2024 version of the asset register was approved by the council. **Clerk instructed to work on a more detailed version.**
- 1.5** Parish Council Insurance, review options. Following a proposed 30% increase in the premium for insurance the clerk looked at alternative options. It was agreed to accept the lowest priced quote, which was from Zurich.
Clerk to investigate possible requirement to carry out weekly inspections of the playground equipment and report back to the next meeting.
- 1.6** Adopt April 2024 version of NALC Financial Standing Orders for Parish and Town Councils: It was agreed to look at this at the July meeting.

59/24 Financial Matters

1.1 Bank reconciliations – 1 month to year end 31 March 2024.

INCOME

Bank int £13.91

Donations £850.00

INCOME = £863.91

EXPENDITURE = £309.62

Balance of A/Cs:

RBS current a/c £1,000.00

RBS deposit a/c £12,517.34

Unity a/c £5,872.06

Credit Cards -£301.38

BAL AVAILABLE = £19,088.02

1.2 Bank reconciliations – 1 month to 30 April 2024.

INCOME

Bank int	£ 16.42
Holme Meal Charity	£ 23.72
Precept	£20,416.00
INCOME	= £20,456.14

EXPENDITURE = £1,421.44

Balance of A/Cs:

RBS current a/c	£1,000.00
RBS deposit a/c	£12,557.48
Unity a/c	£25,324.60
Credit Cards	<u>-£561.43</u>

1.3 BAL AVAILABLE = £37,320.65

1.4 To accept and approve payments since last meeting.

1.4.1	Fenland Leasure	Swing Seats	£215.67 + VAT
1.4.2	Chris Holland	Noticeboard repairs deposit	£180.00
1.4.3	CHT	Annual Subscription (Kiosk Defib)	£135.00 + VAT
1.4.4	Markovitz	Allotment Project	£224.36 + VAT
1.4.5	Village Pump	Allotment Project	£241.00 + VAT

Proposed by Cllr Long, seconded by Cllr Barrett. Approved.

1.5 To accept and approve new payments:

1.5.1	Peak Park Parishes	Subscription	£ 12.00
1.5.2	Steve Walton Electric	New light in telephone Kiosk	£128.00
1.5.3	Sports Equip	Top wire for tennis net	£ 33.00 + VAT
1.5.4	Chris Holland	Noticeboard repairs	£180.00
1.5.5	Will Bradley	Mowing contracts	£739.30
1.5.6	Cox Contractors	Install toddler swing seats	£178.00 + VAT
1.5.7	Cox Contractors	Spray Ivy in Churchyard	£125.00 + VAT
1.5.8	PlaySafety Ltd	Annual Inspection	£172.40 + VAT
1.5.9	David Longden	Repairs to playground equipment	£1,435.00
1.5.10	DALC	Clerks' Course	£ 80.00
1.5.11	Electrician	Pavilion Safety checks	£280.00 + VAT (estimate)

Proposed by Cllr Long, seconded by Cllr Barrett. Approved.

1.6 To approve Annual Governance statement for Audit 2023/24: Proposed by Cllr Briggs and seconded by Cllr Long. These were approved and signed.

1.7 To approve Accounting Statements for Audit 2023/24. Proposed by Cllr Briggs and seconded by Cllr Long. These were approved and signed.

1.8 To review bank mandates. The clerk was instructed to ensure that the previous clerk was removed from the bank mandates and Cllr Douglass added. Proposed by Cllr Long and seconded by Cllr Cox.

1.9 To update the 'Pre – authorised' expenditure. Proposal: to approve the 'Pre-Authorisation' dated May 2024, as permitted under item 5.6 of the Financial Regulations. Proposed by Cllr Long and seconded by Cllr Rigby. Approved.

1.10 Discuss transferring spare funds to RBS account, that pays interest. Clerk was instructed to transfer £15,000 to the council's (interest paying) RBS account. Proposed by Cllr Long and seconded by Cllr Cox. Approved.

60/24 Correspondence

20th March: Press release from PDNPA celebrating the work of volunteers on their projects.
20th March: DDDC Safe places scheme.
21st March: DALC - Offer of free portrait of His Majesty The King to Parish Councils.
22nd March: Office of the Derbyshire Police and Crime Commissioner: Councillor Briefing - Delivery of the Police and Crime Plan.
31st March: Bakewell Safer Neighbourhood Team report for March from Police Community Support Officer.
2nd April: Alastair Sutton. Notice about DDDC meeting in which Traveller sites is to be discussed.
4th April: Derby and Derbyshire Safer Communities team – Notice about free course on online safety.
4th April: PDNPA – Nominate National Park volunteer heroes.
5th April: DALC newsletter.
5th April: Grindleford Cricket Club Junior Coaching scheme.
8th April: DALC Training update.
12th April: DCC – Mobile Library Routes.
13th April: ROSPA Play Safety – Notice of annual inspection booked.
16th April: DALC Roadshows.
18th April: Renewal notification for GLPC insurance from “Clear Councils”.
18th April: Daughter of resident about donating tennis nets.
21st April: Notification of a fell race starting and finishing from The Crispin on Sat 11th May.
22nd April: Derbyshire FA. Notice of grounds maintenance course.
25th April: Booking for use of the Rec for two activity days 28th & 31st May.
30th April: Final invoice for noticeboard repairs.
1st May: Bakewell Safer Neighbourhood Team report for March from Police Community Support Officer.
2nd May: DALC Newsletter.
4th May: Clerks Essentials Course booking.
9th May: Flood Warden Workshop.
9th May: DDDC about DCC Snow Warden Scheme.

61/24 Items of Late Correspondence

10th May: PDNPA News
14th May: Rural Services Network bulletin
14th May: RoSPA – Play Safety Reports

62/24 Dates of next Parish Council meetings:

10th July 2024
11th September 2024
13th November 2024

The Chair closed the meeting at 9.30pm

Simon Headington
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