

**Minutes of a Meeting of Unstone Parish Council
Held at Moorland View, Apperknowle on Thursday 19 May 2022**

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Present: Cllr Hopkinson (in the Chair)
Cllr Davison, Hill, Hubbard, Rogers and Smith,

In Attendance: E Smith (Relief Clerk/RFO)
and 1 members of the Public

429/22 Election of Chair

RESOLVED Elected Cllr Hopkinson as Chair for 2022/23. Cllr Hopkinson signed the declaration of acceptance of office.

430/22 Election of Vice - Chair

RESOLVED Elected Cllr Smith as Vice-Chair for 2022/23. Cllr Smith signed the declaration of acceptance of office.

431/22 Apologies – Cllr Dale – Family Commitment
Cllr Land – Other Commitment
Cllr Lilleyman – Work Commitment
Cllr Perkins – Other Commitment
M Brown (Caretaker) - Sickness

432/22 Variation of the order of business

No variations to the agenda

433/22 Declaration of members interests

Cllr Hopkinson declared an interest and would leave the meeting for agenda item 39 – Family reasons. Cllr Smith would take the Chair for this part of the meeting.

434/22 Confidential Items – Agenda Item 39 – Staff Matter

435/22 Minutes of the UPC meeting held on Thursday 21 April 2022

RESOLVED Approved

436/22 Standing Orders 2022/23

RESOLVED approved

437/22 Financial Regulations 2022/23

RESOLVED approved

438/22 Retention Schedule

RESOLVED approved

439/22 Freedom of Information

RESOLVED approved

440/22 Equal Opportunities Policy

RESOLVED approved

441/22 Complaints Procedure

RESOLVED approved

442/22 Privacy Notice
RESOLVED approved

443/22 Safeguarding Policy, Procedure and Guidance
RESOLVED approved

444/22 Calendar of meetings for 2022/23
RESOLVED approved (Appendix 1)

445/22 Finance and Staff Working Party Membership
RESOLVED approved Cllr Smith, Rogers, Lilleyman and Hopkinson

446/22 Finance and Staff Working Party Terms of Reference
RESOLVED approved (Appendix 2)

447/22 Police Report
3 x Violent crime against a person
2 x Criminal damage
1 x Public order
1 x Theft
RESOLVED noted report circulated.

448/22 DCC & NEDDC Report - Cllr Dale reported:

1. **Cycle Path (also item 22)** – Cllr Dale circulated via the Clerk the email update from DCC that was received after the last meeting. Nothing else to report since then, although Cllr Dale will chase again now for a further update.
2. **Pooh Corner (also item 29)** – Cllr Dale knows that they have requested used of a hose pipe, which is for UPC to decide. They have highlighted a concern over lack of funds in order to pay for the tap installation, but Cllr Dale has stated to them that he is happy to look at getting some DCC funds for it.
3. **One Planet Matters (also item 25)** - not much further to discuss at this stage as Cllr Dale still needs to do an online survey or social media post to assess the level of interest within the community as previously discussed.
4. **SIDS (also item 28)** – Cllr Dale, Smith and Land met a couple of weeks ago to discuss possible locations. They have information from Dronfield to suggest that SWARCO are the cheapest provider of four that DTC contacted. For reference, for 4x plates, 2x SIDs and 2x solar power packs, plus installation and training, SWARCO quoted Dronfield £7306.25. Cllr Dale, Smith and Land agreed Unstone Parish Council should pursue buying 1x SID (with a smiley or angry face), 1x solar pack and 3x plates, plus installation and training (for using and moving them around). We discussed three rough locations:
 - Somewhere around the Ash Lane end of High St Apperknowle on the way into the village,
 - Somewhere around the Church on Crow Lane in Unstone
 - Somewhere around the Old Saw Mill on Main Road in Unstone

Cllr Dale has raised these with County officers, and they are trying to identify specific lampposts which would be suitable. Cllr Dale has also asked the officers a series of questions which arose out of the meeting, namely do the plates need to be on the same side of the road as the driver, can they be turned around so are in effect multi directional and how does it work in terms of moving them around re- working in the highway and H&S etc. Cllr Dale has not got responses yet but will chase again today.

Cllr Dale suggested the working group meets again once the answers to the above have been received and in the meantime the Parish Clerk could get a quote for the above from SWARCO. Then the group can start to complete the paperwork and get the applications off for funding.

5. A few other items:

- Old Whittington Lane flats parking – Cllr Dale has fed back Cllr Hubbard’s comments about the listing mentioning off street parking and the point was taken on board by Rykneld, so hopefully this will be changed.
 - The drainage issue on Long Lane – Cllr Dale has reported back to Cllr Rogers already but hopefully this is now resolved as DCC have jetted a silted up drain which they believe was causing the problem. Although Cllr Rogers is going to let Cllr Dale know if it is still problematic.
 - West Handley planning enforcement issues – Cllr Dale has been speaking with Cllr Rogers directly about this and it is still ongoing. A recent planned visit had to be cancelled but is being rearranged as soon as practicable.
 - £150 energy council tax rebate - NEDDC have said this should be issued before the end of the month and have apologised for any delays (which are largely down to software issues).
6. **Planning application NED 22/00349/FL** concerns the former garages site on High Street in Apperknowle. It is for quite a substantial building and due to the ground levels, Cllr Dale has already had some of the neighbouring residents raising concerns with him about it, primarily in terms of the scale and the issue of overlooking. Cllr Dale has raised some of the issues with the planning officer who is going to visit the site to assess. Cllr Dale is minded to call it into committee for a decision rather than officer delegation.

449/22 Chair’s Report - The Chair reported:

Queens Platinum Jubilee event on Friday 3 June will require volunteers to help at both the Children’s and adult’s event.

All funds raised will be donated to Brain Tumour UK charity as the bouncy castle has been paid for by a member of the Community.

Bus trips are scheduled for 4 August – Children and 14 August – OAP to Bridlington

RESOLVED approved coach trip expenditure

450/22 Clerk’s Correspondence

1. DALC newsletter – April 2022

RESOLVED Noted

2. DCC – Lets Chat campaign

RESOLVED Noted

3. NEDDC – Spring Fair 30 April 2022

RESOLVED Noted

4. Peace Funerals – Apperknowle discount

Clerk has received no response from correspondence sent.

RESOLVED Clerk to write again and ask for an appointment for Councillors to see them.

451/22 Dronfield Cycle Path

Cllr Dale received an update from DCC regarding the Dronfield Cycle Path as follows:

DCC need to complete a report assessing the options for Phases 6 and 7 of the cycleway (from Unstone Green down towards Peak Resort). DCC anticipate having this ready to share in time for the next Full Council meeting. DCC are holding off progressing Phase 2 (from the big lay-by down towards the car wash) until they have made a decision as there are a couple of complicating factors there that DCC want to consider in the whole. A slightly costly electricity diversion and some works that they may need to consult the Parish Council on. In the meantime, DCC have recently completed works between the school and garden centre and intend coming back to complete the gap between Crow Lane and the bus lay-by (outside the school) during the summer holidays. DCC have this week completed a trial hole to help ensure they can install the drainage as they intended (DCC were concerned that this might be affected by stats equipment) and they are also in the process of tying up a few loose ends of works that had not previously been completed – installing new speed limit signs

near the nature reserve and completed coloured surfacing and lining works throughout Phases 1, 3, 4 & 5.

RESOLVED Noted.

452/22 Tommy Figures

RESOLVED Deferred to the next Council meeting.

453/22 Dronfield Joint Burial Committee

Clerk received an email from NEDDC regarding the process for the decision on the Dronfield Joint Burial Committee:

In order to devise a process for NEDDC to make a decision in accordance with the legislation, NEDDC solicitor will take a report to the next cabinet meeting at NEDDC on 19 May which will ask Cabinet to delegate the decision in relation to the Burial Ground to the Managing Director of the Council. NEDDC will notify the Council of the outcome and to sort any further arrangements then for UPC's case to be put forward.

RESOLVED noted.

454/22 One Planet Matters/ Community Orchard

RESOLVED Deferred to the next Council meeting

455/22 Caretaker/Warden's Report

1. The two faulty emergency lights have now been replaced in the Community Hall
2. The broken garage door has now been repaired

RESOLVED Noted report

456/22 Responsible Financial Officer's Report

1. The RFO's payment list for May 2022 totalling £4,469.23 had been circulated to Councillors (Appendix 3)

RESOLVED Approved

2. The bank reconciliation up to 30 April 2022 had been circulated to Councillors (Appendix 4)

RESOLVED Approved

3. Internal Audit Report for 2021/22

RESOLVED Noted

4. Annual Governance Statement for 2021/22

RESOLVED Approved

5. Accounting Statement for 2021/22

RESOLVED Approved

6. Purchase of a Vauxhall Movano Dynamic vehicle

RESOLVED Approved purchase of a Vauxhall Movano Dynamic vehicle on Vauxhall finance in order to gain the best discount.

457/22 Speed Indicator Devices

RESOLVED Deferred to the next meeting

458/22 Pooh Corner – Water Issue

RESOLVED Clerk to notify Pooh corner that hoses will not be accepted in this area and water used will need to be reimbursed to the Council.

459/22 Peak Resort Update

No update on the Peak Resort to report

RESOLVED Noted

460/22 Ukraine Support

RESOLVED Council resolve to support the Ukraine. Clerk to obtain a price for a flag pole and installation costs associated with this at the entrance to the Fred Hopkinson Memorial Hall.

461/22 Planning Applications

NED 22/00349/FL – Change of use of brownfield site to housing land and construction of 5 bedroom dwelling with attached garage at Garage Block to the rear of 39 High Street, Apperknowle.

RESOLVED Clerk to request an extension on this planning application until the next Full Council meeting.

NED 22/00375/FLH – Outbuilding on raised decking area at Ouzlebank Farm, Highgate Lane, Dronfield

RESOLVED Council support this application.

NED 22/00374/FLH – Single storey extension to front and new porch, new dormer to rear and alterations to openings (Revised scheme of 21/00388/FLH) at Ouzlebank Farm, Highgate Lane, Dronfield

RESOLVED Council support this application.

462/22 Planning Decisions

NED 21/01267/DISCON – Discharge of conditions 3 (Surface water drainage works), 4 (Foul drainage works), 5 (Materials), 6 (External lighting), 7 (Ground Levels) and 8, (Landscaping details) pursuant of 19/00697/FL at The Derek Oldman Memorial Ground, Windmill Lane, Apperknowle –

Conditions Discharged – 13 April 2022

NED 22/00164/LDC – Application for a certificate of lawfulness for conversion of existing outbuildings to facilitate the construction of swimming pool with pool hall, including changing room/shower/toilet to be built within the domestic curtilage/garden of the main property for homeowners private use at The Old School House, Lightwood Lane, Middle Handley – **Certificate Issued – 19 April 2022**

RESOLVED Noted

463/22 Other Planning Matters

Proposed changes to speed limit on the B6057 from 40mph to 30mph

RESOLVED Between the old boat yard and Peak Resort entrance this should also be 30mph for consistency.

464/22 Planning Applications circulated after the agenda was issued

NED 22/00138/FL – Construction of a manege for personal use at Land South of Woodland and Unstone Grange and the North side of Hundall Lane, Hundall, Apperknowle

RESOLVED No comment

NED 22/00440/FLH – Single storey rear extension at 9 Sylvia Road, Unstone

RESOLVED No comment

465/22 Public Participation

A resident raised the matter of the parking due to commence outside Moorland View.

466/22 Date of the next meeting was confirmed for Thursday 16 June 2022 at 7.00pm.

467/22 Items to note for the June Agenda

Flagpole

That in view of the confidential nature of the business about to be transacted, a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss these items has been resolved.

Cllr Hopkinson left the meeting and Cllr Smith chaired the meeting.

468/22 Staff Matters

RESOLVED Clerk to write to the staff member and state that further information was required before making a decision on this matter. Clerk to arrange an appointment with DALC HR to discuss the matter further.

The meeting closed at 8.30pm

Chair's signature.....16 June 2022

Appendix 1**UNSTONE PARISH COUNCIL MEETING DATES FOR 2022/23**

	DAY/DATE	TIME	VENUE
JUNE	16 June 2022	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
JULY	21 July 2022	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
AUGUST	NO PARISH COUNCIL MEETING IN AUGUST		
SEPTEMBER	15 September 2022	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
OCTOBER	20 October 2022	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
NOVEMBER	17 November 2022	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
NOVEMBER	17 November 2022	6.00pm	FINANCE AND STAFF WORKING PARTY (BUDGET) MOORLAND VIEW, APPERKNOWLE
DECEMBER	NO PARISH COUNCIL MEETING IN DECEMBER		
JANUARY	19 January 2023	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
FEBRUARY	16 February 2023	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
MARCH	16 March 2023	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
MARCH	16 March 2023	6.30pm	FINANCE AND STAFF WORKING PARTY (STAFF) MOORLAND VIEW, APPERKNOWLE
APRIL	20 April 2023	7.00pm	MONTHLY PARISH COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE
MAY	18 May 2023	7.00pm	ANNUAL PARISH MEETING MOORLAND VIEW, APPERKNOWLE
MAY	18 May 2023	7.30pm	ANNUAL COUNCIL MEETING MOORLAND VIEW, APPERKNOWLE

Appendix 2

Finance and Staff Working Group Terms of Reference

4 Members on working group to include Chairman. Quorum 3 Councillors

Finance

To include at the November meeting budget setting.

Staff – this part of the meeting to be held in confidence

Annual review of staff/employment policies

Review of staff salaries

Review of any staffing issues/appraisals

A recommending working group – all decisions to be recommended to Full Council

Meets minimum of twice a year

Appendix 3

May		<u>Cheque Requests</u>				
	<u>Payee</u>	<u>Details</u>	<u>Amount</u>	<u>Vat Rec</u>	<u>Total</u>	
D/D	Leasys	Van HP Charge 22/SAT/00046619	£223.85	£44.77	£268.62	
D/D	Leasys	Van HP Charge 22/CAP/00001035	-£195.27	-£39.05	-£234.32	
D/D	British Gas	Electric Bill (09/03/2022 to 09/04/2022)	£49.92	£2.50	£52.42	
D/D	British Gas	Gas Bill (03/03/2022 to 07/04/2022)	£143.16	£7.15	£150.31	
D/D	Waterplus	Water Charge	£85.12	£0.00	£85.12	
D/D	Nest	Pension Contributions May 2022	£97.95	£0.00	£97.95	
S/O	Wish Computers	Web site management	£23.00	£0.00	£23.00	
BACS	B Wood	Internal Audit 2021/22	£172.50	£0.00	£172.50	
BACS	NEDDC	Rent for Brierley Road play area	£1.00	£0.00	£1.00	
BACS	Sorted 4 Safety	PPE	£26.49	£5.30	£31.79	
BACS	E D Steel	Superglue, Gloves, Wedge & Araldite	£27.93	£5.57	£33.50	
BACS	Whiston Connect	Emergency bulk head lights replacement	£190.00	£0.00	£190.00	
BACS	ASI Security Systems	CCTV Whittington Lane play area	£25.00	£5.00	£30.00	
Cash	Posh Hand Car Wash	Vehicle Clean	£10.00	£0.00	£10.00	
BACS	DCS Cleaning	Cleaning of the hall	£200.00	£40.00	£240.00	
BACS	Miscellaneous	Payroll May 2022	£2,600.78	£0.00	£2,600.78	
BACS	HMRC	Payroll May 2022	£716.56	£0.00	£716.56	
		May 2022 Payments Total	<u>£4,397.99</u>	<u>£71.24</u>	<u>£4,469.23</u>	

Appendix 4

UNPRESENTED PAYMENTS

<u>DATE</u>	<u>PAYEE</u>		<u>AMOUNT</u>		
	Moorland View	300267	£100.00		
	OPENING BALANCE		£ 30,257.95		
	PLUS INCOME SHEET		£ 47,401.60		
			£ 77,659.55		
	PLUS UNPRESENTED PAYMENTS	CHQS	£ 100.00		
			£ 77,759.55		
	MINUS EXPENDITURE		£ 7,728.76	UNITY	£70,030.79
			<u>£ 70,030.79</u>		<u>£70,030.79</u>