

**Minutes of Outseats Parish Council Meeting held on Monday 16 May 2011 in the Hathersage  
Methodist Church Lounge at 7.30pm**

Present: Councillor Jane Marsden – Chairman  
Councillor Jean Hodgkinson  
Councillor Bill Hanley  
Councillor Bill Gordon  
Councillor Anne Claxton

In attendance  
Councillor Rosie Olle (Hathersage PC)  
  
Clerk: David Palmer

No members of the public were present.

- 48/11 Election of Chairman and Vice-Chairman  
It was resolved unanimously that Councillor Jane Marsden should be appointed Chairman of the Council and Councillor Pauline Whitney Vice-Chairman for the forthcoming year. Councillor Marsden signed a Declaration of Acceptance of Office.
- 49/11 Declaration of Acceptance of Office  
Each of the Councillors present signed a Declaration of Acceptance of Office, as required following the election in May.
- 50/11 Apologies  
There were apologies for absence from Councillors Pauline Whitney and Simon Taylor (both on holiday).
- 51/11 Variations in Order of Business  
There were no variations in the Order of Business.
- 52/11 Declaration of Members' Interests  
Councillor Bill Gordon declared an interest in minutes 59/11 and 67/11 because he is employed by Peak District National Park Authority.
- 53/11 Public Speaking  
  1. No members of Derbyshire Constabulary or District or County Councillors were present.
  2. Councillor Rosie Olle gave a report on the changes to Hathersage Parish Council following the election.
  3. Councillor Olle also reported, as a member of the public, that the footpath from Jagers Lane to Castleton Road was very overgrown and becoming impassable in places. The Clerk was asked to write to the owners of relevant hedges on the path, to ask them to cut back growth.
- 54/11 Parish Council's Register of Member's Interests  
Councillors confirmed that their Register of Financial and Other Interests forms were accurate and up to date. Councillors Marsden, Hodgkinson and Hanley updated their forms.
- 55/11 Review of Delegation Arrangements to Committees, Employees and Other Local Authorities  
  1. The Terms of Reference for the Hathersage & Outseats Parish Councils Joint Transport Committee (JTC) were reviewed and it was resolved that the Clerk should write to the JTC Clerk to recommend the following change: that item 3 should read "Frequency of Meetings – four per year, with the proviso that extra meetings can be called, *or meetings postponed*, at any time when circumstances dictate".
  2. It was noted that no one present was aware of a similar Terms of Reference being available for the Recreation Committee. The Council decided that it was concerned at the level of representation that it had on this Committee, given the significant amount of expenditure that the Council provided on matters decided upon by the Recreation Committee. It was resolved that the Clerk should write to Hathersage Parish Council, highlighting these issues and asking for their thoughts on these matters.

56/11 Committee Representatives

It was resolved that Councillors should represent the Council on committees as follows:-

- a) Churchyard, Church Charities & Burial – Councillor Marsden
- b) Hathersage Gala – Councillor Taylor
- c) Hathersage Memorial Hall – Councillor Hodgkinson
- d) Neighbourhood Watch – Councillors Gordon and Marsden
- e) Hathersage School Governors – It was hoped that Mrs. J. Wood would continue to represent the Council. Council Marsden agreed to approach her about this.
- f) Hathersage & Outseats Joint Transport Committee – Councillors Marsden, Gordon and Hanley
- g) Hathersage & Outseats Village Plan Steering Group – Councillors Hodgkinson and Marsden
- h) Hathersage Village Centre Group – it was not felt appropriate to send a representative, since the Village Centre Group had not requested a Council representative.
- i) Hathersage Parish Council Recreation Committee – Councillor Whitney (Councillor Hanley also expressed an interest in being included on this Committee, in addition to Councillor Whitney, but it was felt it would be more appropriate to discuss this after the matters in minute 55/11 had been resolved).
- j) Hathersage & Outseats Joint Website Committee – Councillors Claxton and Whitney
- k) Hope Valley & High Peak Transport Partnership – It was agreed that Councillor Furness should continue to represent the Council's interests and it was also noted that Mr Stephen Briscoe of Hope Valley Rail Users Group was very good at keeping the Council updated of developments.
- l) Lafarge Liaison Committee – Councillor Claxton
- m) Friends of the Millennium Garden – Councillor Taylor
- n) Stanage Forum – Councillors Gordon, Marsden and Hodgkinson
- o) Forum for Ancient Byways – Councillors Gordon and Hodgkinson.

57/11 Minutes of Parish Council Meeting

It was resolved to confirm as a correct record minutes of the meeting held on 18 April 2011.

58/11 Finance

1. It was resolved to note the Statement of Accounts as at 30 April 2011.
2. It was resolved to authorise the following accounts for payment (total sum £527.68):

Clerk	salary, office allowance and expenses for May	£216.53
Broker Network Ltd	parish insurance	£311.15

59/11 Planning

Applications NP/DDD/0411/0362 and NP/DDD/0411/0363 – Upper Hurst, Gatehouse Lane. Alterations and improvements to two storey barn including part raising of roof, rebuilding of existing single storey link to form additional residential accommodation and occasional use of part for bed & breakfast accommodation. Erection of one and half storey outbuilding to form garaging in ground floor with home office above and occasional use thereof for residential courses in arts and crafts in association with the bed and breakfast accommodation. Partial alterations to alignment of existing vehicular access track. Plus listed building consent with respect to the above changes.

It was resolved that the following response would be sent to Peak District National Park Authority (PDNPA):

Applications NP/DDD/0411/0362 and NP/DDD/0411/0363

*Outseats Parish Council have made repeated requests for information regarding the above applications over more than 3 weeks. These requests have been made by both the Clerk and a Councillor. Sadly, the Planning Officer assigned to these applications has not provided any of the information requested and other Planning Officers at PDNPA have been unable to assist. Therefore, Outseats Parish Council can only reiterate their comments to the previous planning applications for this property (NP/DDD/0910/0897 and NP/DDD/0910/0910) and request yet again that any significant changes (if any) between the previous applications and those currently under review are explained to them. Furthermore, if PDNPA plan to remove any of the conditions attached to the previous planning consents (approved 21/1/2011) then Outseats Parish Council ask that they be given the opportunity to comment on this before any final Planning Decision Notice is issued.*

60/11 Review of System of Internal Audit and Appointment of Internal Auditor for Financial Year 2011-2012

Council reviewed the system of internal audit and deemed it to be satisfactory. It was resolved that Councillor Claxton would remain as the internal reviewer of the Council's accounts and that Mr Brian Wood would be the formal Internal Auditor and make the annual review of the Council's accounts.

61/11 Review of Policies

It was resolved to approve the following policies as circulated to the Councillors in advance of the meeting:

- Standing Orders
- Financial Regulations
- Complaints Procedure
- Grant Awarding Policy
- Model Publication Scheme.

62/11 Risk Assessment

It was resolved to approve the Risk Assessment as circulated to the Councillors in advance of the meeting.

63/11 Assets and Insurance

1. It was resolved to approve the updated Inventory of Assets.
2. It resolved that the Insurance Cover provided to the Council by its current policy was adequate and that the cost was acceptable.

64/11 Review of the Council's and Employee's Membership of Other Bodies

The Council's membership of Derbyshire Association of Local Councils and of Peak Park Parishes Forum was reviewed and considered worthwhile and acceptable. The Clerk's membership of the Society of Local Council Clerks was also reviewed and supported. It was resolved that the Council and Clerk should remain members of these bodies.

65/11 Review of the Council's Relationship with the Press/Media

The Council's relationship with the Press was reviewed and considered to be working well.

66/11 Staff Matters

1. The Chairman read the Clerk's Annual Appraisal to the other members of the Council and it was resolved to approve this.
2. A report of the hours worked by the Clerk was reviewed. It was noted that these were well above the Clerk's contracted hours and that he was not claiming overtime for the additional hours worked (except in very exceptional cases). The Clerk said that he was very comfortable with the hours that he was working and that he was not concerned that these were largely unpaid. As Responsible Financial Officer, the Clerk also noted that the current budget did not allow the Council any opportunity to increase his contracted hours or to offer him an increase in salary. The Council resolved to note that it wished to increase the Clerk's contracted hours to a more appropriate level as soon as its budget allowed this and it was decided that this matter would be revisited when the Council's budget for the next financial year was considered in November. The Clerk reiterated that he was very happy with the current situation.
3. The Council resolved to defer any increase in the Clerk's salary, as required in his Contract of Employment, until the Council's budget allowed this. It was agreed that this matter would also be revisited in November. The Clerk confirmed that he was perfectly happy with this decision.

67/11 Review of Arrangements with Other Local Authorities

1. It was noted that the matters discussed under minute 55/11 were also relevant to the Council's relationship with Hathersage Parish Council (HPC). Councillor Claxton said that at HPC's last meeting they had discussed the possibility of a meeting between the two councils, in order to discuss the way that they worked together and the financial arrangements between them. While this idea was looked upon favourably, it was felt that the Council should wait for a formal request from HPC and also the Council wanted first to know the answers to the questions discussed in minute 55/11. Nevertheless, it was agreed that the relationship between the Councils should be a focus in the coming months, so that both bodies could better serve all the residents of Hathersage and Outseats.
2. The Council's relationship with Derbyshire Dales District Council was considered to be excellent and working well for both parties.
3. The Council's relationship with Derbyshire County Council was considered to be satisfactory and working acceptably for both parties. It was felt that there was little that could be done to enhance the relationship, given the regular meetings that already took place. It was hoped that the discussions that would be required over snow and ice clearance over the coming months might be concluded to everyone's benefit.
4. The Council's relationship with Peak District National Park Authority was considered to be satisfactory and working acceptably for both parties. It was noted that the relationship with the Ranger Service was particularly good and that they had helped with footpath improvements. It was felt that there was little that

could be done to enhance the relationship with the Planning Department, given the regular meetings that already took place.

68/11 Dates of Meetings for the Next Year

It was resolved to approve the list of dates of meetings for the year to April 2012 that had been circulated before the meeting and that are attached as an appendix to these minutes.

69/11 Correspondence for Decision

1. It was resolved that Councillor Claxton would represent the Council at Hathersage & Outseats Allotment Group AGM on 25 May at 7.30pm in Lawrence Hall.
2. It was resolved that Councillors Marsden and Gordon would represent the Council at a Peak District National Park Management Plan Workshop on 20 June at 6pm in Aldern House, Bakewell.
3. Councillor Hanley noted that he would be attending the Friends of Hathersage Pool AGM on 25 May and would be happy to report back to the Council about this.

70/11 Items for Information

It was resolved that the following items for information should be received:

Derbyshire Association of Local Councils      Circulars 22/11 – 27/11  
Hathersage Parish Council      Minutes 5/4/11, 10/5/11; Agendas 10/5/11 and Annual Meeting 10/5/11  
Recreation Committee      Agendas 12/4/11, 3/5/11; Minutes 12/4/11; Fundraising Minutes 6/4/11  
Village Centre Group      AGM Minutes and Other Papers 19/4/11; Minutes 19/4/11, 3/5/11  
Memorial Hall      Minutes 7/3/11; Agenda 9/5/11  
Derbyshire Police      Selected Ringmaster mailings  
Derbyshire Dales District Council      Walking for Health brochure April-June 2011  
PDNPA      Selected press releases; Approved version of documentation re Hathersage Conservation Area Appraisal  
Stanage Forum      Report of 10<sup>th</sup> Stanage Forum  
Hope Valley College      Newsletter April 2011; Letter re proposal to convert to Academy Status  
The Observer      Article by Roy Hattersley re 4x4s in the Peak District (published 21/3/11)  
Rural Action Derbyshire      Rural Matters Spring 2011

71/11 Committee Reports

1. Hathersage Parish Council (HPC) – Councillor Claxton gave a report on the last meeting of HPC. It was resolved that Councillor Gordon would attend the next meeting of HPC on 7/6/11.
2. Memorial Hall – Councillor Hodgkinson reported that the new doors had been fitted. Grants to pay for a new back porch were under investigation.

72/11 Parish Matters and Items for Next Agenda

1. No Councillor wished to stand for election as a Parish Member on the Peak District National Park Authority. It was noted that the timeline for voting was very tight and that the Clerk would be absent for much of this time. It was resolved that the ballot paper should be sent to the Chairman and the Clerk was instructed to organise this.
2. The Parish Footpaths Officer had noted that some of the Stepping Stones near the centre needed realignment and Councillor Hanley added that some stones were set at difficult angles or were so far apart that children needed to jump between them. It was resolved that the Clerk should contact Tom Lewis about this, to see if any repairs could be undertaken by PDNPA.

Date of Next Two Meetings

The dates of the next two meetings are 27 June and 25 July at 7.30pm in the Sampson Room, Hathersage Memorial Hall.

The meeting closed at 10.50pm.

## APPENDIX

### OUTSEATS PARISH COUNCIL DATES OF COUNCIL MEETINGS 2011/2012

All meetings are in the Sampson Room, Hathersage Memorial Hall except those marked (Lounge) which are in the Hathersage Methodist Church Lounge.

#### Annual Parish Meeting for all the residents of the Parish of Outseats

Monday 23 April 2011 at 7.15pm

#### Annual Meeting of Outseats Parish Council

Monday 16 May 2011 at 7.30pm

#### Ordinary Parish Council Meetings

All the ordinary Parish Council meetings commence at 7.30pm

2011	Monday 16 May
	Monday 27 June
	Monday 25 July
	Monday 26 September
	Monday 24 October
	Monday 28 November
2012	Monday 23 January
	Monday 27 February
	Monday 26 March
	Monday 23 April (following Annual Parish Meeting)

#### Finance Committee Meeting of whole Council to consider Precept

Monday 7 November 2011 at 7.30pm

#### Planning Meetings

Planning applications are to be considered at the regular Parish Council meeting, except for the occasions when the time limit on the application is too short when a Planning Meeting will be convened.