**HATHERSAGE PARISH COUNCIL**

Clerk – Mr. Steve Wyatt, Heart of Hathersage, Main Road, Hathersage, Derbyshire, S32 1BB

Mob: 07 432 422 470 Email: [clerk@hathersageparishcouncil.gov.uk](mailto:clerk@hathersageparishcouncil.gov.uk)

Minutes of the meeting of Hathersage Parish Council, 7:30pm on Tuesday 14th May 2019 in the School Hall, Hathersage St. Michaels School, School Lane, Hathersage.

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| Councillors Present: | R Olle, Jane Marsden, H Rodgers, James Marsden, B Hanley, W Hanley, J Shuttleworth, J Hammerton, W Eames, S Turner. |
| Also In attendance: | Chris Cave (RFO), Steve Wyatt (Clerk), Mr. P Mander (part). |

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| 001/19 |  | Appointment of chair - Outgoing Chair Mr. Peter Mander asked for nominations for the role of chair. Cllr. Jane Marsden was nominated by Cllr. Rodgers and seconded by Cllr. Shuttleworth. As there were no other nominations Cllr. Jane Marsden accepted and was appointed as chair of Hathersage Parish Council.  Mr Peter Mander left the meeting. |
| 002/19 |  | To receive apologies for absence - Cllrs K Kirkham, DCC Cllr J Twigg. |
| 003/19 |  | Confirmation of members signing Declaration of Acceptance of Office and Declaration of Business and Pecuniary Interest – it was confirmed that all members present had signed their documents. Cllr. Kirkham will be contacted to sign documents ASAP. |
| 004/19 |  | The Chair asked for nominations for Vice Chair – Cllr. Rodgers was nominated by Cllr. James Marsden and seconded by Cllr. Shuttleworth, Cllr. Bill Hanley was nominated by Cllr. Jane Marsden and seconded by Cllr. Hammerton. Neither nominee wished to be the subject of an election and each offered to stand down. The option of having two Vice Chair was discussed as being beneficial in a busy Parish Council like Hathersage. The Clerk was asked to contact DALC to check if 2 vice chairs are possible or advisable. The position of Vice Chair was not filled but carried forward to the next meeting. |
| 005/19 |  | To decide any variation in the order of business – none. |
| 006/19 |  | Declaration of Members Interests – Mrs J Wedgewood, although not present was in receipt of expenses from April 2019 from when she was a Council Member. |
| 007/19 |  | Public Participation. |
| 007/19 | .1 | There were no members of the public present. |
| 007/19 | .2 | Neither District or County Councillors or Police attended. |
| 008/19 |  | Minutes of HPC meeting of 2nd April 2019 were **approved** and signed by the chair. |
| 009/19 |  | **Financial Matters** – RFO’s Report and supporting documents had been circulated prior to the meeting. It was stated that sales of season tickets are 566 this year compared with 686 last year. Hathersage season tickets sales in particular are lower. Cllr. W Hanley stated that the Swimming club is about to make a deferred payment. The SPC will discuss season ticket sales at their meeting. |
| 009/19 | .1 | To receive the statement of accounts – these were received. |
| 009/19 | .2 | To approve accounts for payment – these were scrutinised and **approved** for payment. |
| 009/19 | .3 | To note account scrutiny arrangements and approve signatories for 4th June from the agreed schedule and to authorise Councillors from the agreed schedule to approve and pay wages and any urgent items between this and the 4th June meeting. – It was **agreed** that **Cllrs Hammerton and Rodgers** were **approved** for next month. |
| 009/19 | .4 | Reviews of insurance cover.  There was agreement last year to not insure the playground equipment. After discussion it was agreed that Chris Cave (RFO) should obtain a quote for a ‘New for old’ policy with an estimated equipment value of £80k. Other than the foregoing, it was agreed that the scope and level of cover was appropriate. |
| 009/19 | .5 | It was suggested and **agreed** that both the clerk and RFO are defined in the insurance policy as *key persons* to allow cover for expenses in urgent cover for either. |
| 009/19 | .6 | Risk assessments – Copies of reviewed Risk Assessments relating to the swimming pool, playing field and MUGA had been received from Ashley Watts. All risk assessments were provided to all Council Members for their information. The Members had no concerns about risks identified and confident that the control measures stated were adequate. It was noted that the risk assessments were again carried out by Professional Consultant Ashley Watts (DDDC, Head of Community & Environmental Services).  The Council then considered the risk assessment, previously circulated, relating to other Council activities. This was approved with the addition of a trip hazard at the toilets being added. |
| 009/19 | .7 | Approval of Direct Debits – these were reviewed and **approved**. |
| 009/19 | .8 | Annual Governance Statement – each question on the statement was read out by Chris Cave RFO, to which each received a positive responses from all members present. The Statement was signed by the Chair. |
| 009/19 | .9 | Internal Audit – this had been carried out and there were no matters raised. It was suggested that a statement should be put on the Parish Noticeboard and website to inform that the documents are available for download for anyone wanting to view them. |
| 009/19 | .10 | Approval of the 2018/9 Accounting Statement – the statement was reviewed and approved and signed by the Chair and Clerk on behalf of the Parish Council. |
| 009/19 | .11 | Cyber insurance – the RFO was still awaiting one declaration from a Councillor. |
| 009/19 | .12 | Deeds box - a letter of confirmation of receipt of the deed box has been received from Franklin’s Solicitors, Bakewell.  The key to the box is currently with Cllr. Rodgers. |
|  |  | There was a break for KGF Business after which the meeting resumed. |
|  |  | **Committees and Working Groups** |
| 010/19 |  | Review Committee Membership – the Committee Membership was reviewed with the current membership appended to these minutes |
| 011/19 |  | It was **agreed** that an HR, Complaints and Grievances committee should be established, the membership being included in the appended document. |
| 012/19 |  | **Swimming Pool Committee**. To receive minutes of 9th April 2019 meeting and note matters arising. |
| 012/19 | .1 | Various fund-raising events have arranged – open farm day, talk about Antarctica, auction of promises. |
| 012/19 | .2 | Pumping and filtration upgrade – the work was currently out to tender awaiting Reponses |
| 013/19 |  | **Recreation Committee**. To receive minutes of any meeting and note matters arising. The Tree Survey had recently been received from PDNPA and Cllr. Hammerton will review the actions required and will tend to these in his professional capacity. It was confirmed that Cllr. Hammerton had liability insurance for carry out this work.  The Clerk was asked to write to the Hardwick family (Constable Cottage, Station Road) with regards offering to cut back trees adjacent to One Stop, Station Road or would they like to do it, |
| 014/19 |  | **Planning Committee** – To receive minutes meetings and note matters arising. Applications reviewed were stated.  It was noted that application for a change of use to Hot food take away was granted by PDNPA.  The Clerk provided an update on the results of the query from residents about the use of the car park at Bank House Restaurant in that there is nothing in planning approval that prevents this being used as an outside seating area for food and drink. |
| 015/19 |  | **Amenities Committee** – To receive minutes of meetings since the last Parish Council meeting. |
| 015/19 | .1 | Lease with Mr Mee for right of access – the Clerk has prepared a draft email to be sent to Mr Mee. |
| 015/19 | .2 | Leased land Booths Edge. In response to a request from Mrs Judith Jepson to take over the lease on Booths Edge Quarry the Clerk was asked to write to Mrs. Jepson stating that until the lease comes up for renewal she can pay two thirds of the lease and then at renewal the lease will transfer to her in its entirety with the agreement of the Gary Bates the other lease holder. |
| 015/19 | .3 | Village Millennium map boards – these have been in store for some years and are now at Thorpe Farm. The chair asked for suggestions for locations in the village for the maps – the station platform was suggested and Cllrs. Olle and Shuttleworth will make enquiries. |
| 016/19 |  | **Transport Committee** – To receive minutes of meeting and note matters arising.  A meeting is required as suggested by Northern Rail with regards station car park charging. The Clerk was asked to contact Mr Myers for his availability for a meeting. |
| 016/19 | .1 | The Clerk reported that no correspondence had been received about the TRO. |
| 017/19 |  | **Website Update** – To receive any report of the Website Working Group.  A meeting held and the notes circulated., maps on website, walks leaflet, millennium map on website? Cllr. Rodgers will discuss with the Historical Society for the use of the Walk Around Hathersage leaflet being used on the website. |
| 018/19 |  | **Burial Ground Committee** – To receive minutes of meetings since the last Parish Council meeting. Nothing to report. |
| 019/19 |  | **Clerk’s Report/Correspondence** – |
| 019/19 | .1 | Village magazine – An email had been received from a resident about a co-ordinated village newsletter. The editors of Hathersage News are themselves in need of help and if the resident knows anyone who could help HPC will pass this on. |
| 019/19 | .2 | Annual Report printing quote – a further quote is to be obtained by the Clerk |
| 019/19 | .3 | Post code amendments – this will be supported by HPC if the resident will provide the information re Crossland Road. It is anticipated that approval from the affected residents will be required. |
| 019/19 | .4 | Documents for approval – The Publication scheme, Financial Regulations, Standing Orders, Code of Conduct. had been provided to members for review. All were approved and staggered future reviews and approvals will be scheduled by the Clerk. |
| 019/19 |  | **Village Matters** |
| 019/19 | .1 | Café lease – no progress to report, awaiting tenants solicitor to finalise this. |
| 019/19 | .2 | Library – a watching brief on this will be maintained. |
| 019/19 | .3 | Bowling Club access – the Clerk updated the meeting on a recent meeting with the Bowling Club chair and secretary. |
| 019/19 | .4 | Neighbourhood Plans – it was suggested that meetings with people who have worked on these should be arranged – suggest initially Adele Metcalf (PDNPA) when she is available and to determine how much time is required to discuss. Also, possibly Bradwell PC and someone from Dore in the future. It was acknowledged that to establish a Neighbourhood plan a lot of effort and commitment is required. |
| 020/19 |  | **Memorial Hall** - To receive Memorial Hall Management Committee Minutes. April minutes had been received.  The general view was that the acoustics in the Memorial Halls are vastly inferior to tonight’s venue in the school hall. Cllr. Rodgers will make comment to the Memorial Hall Management Committee that acoustics are causing problems for meetings and suggest a report is obtained on how this can be improved. In the short term the Clerk was asked enquire of school if future meetings could be held in the School Hall. |
| 021/19 |  | To note DALC circulars and other items circulated. |
| 022/19 |  | Confirmed the next meeting will be at 7.30 pm Tuesday 4th June 2019 in the Stanage Hall. |
| 023/19 |  | To note items for the June 2019 agenda – none. |