**HATHERSAGE PARISH COUNCIL**

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

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Minutes of the meeting of Hathersage Parish Council, 7:30pm on Tuesday 7th July 2020 on-line.

Councillors Present: Jane Marsden, James Marsden, James Shuttleworth (part), Bridget Hanley, Tim Hill, Pete Rowland, Rosie Olle, Heather Rodgers, Stuart Turner (part).

Also In attendance: Steve Wyatt (Clerk), Maura Sorenson (Asst. Clerk), Chris Cave (RFO), DDDC Cllr. Peter O’Brien, DCC Cllr. Judith Twigg and a members of the public.

**MINUTES**

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| 001/20 |  | To receive apologies for absence. |
| 002/20 |  | To decide any variation in the order of business – it was agreed to bring forward agenda 12.2 Traffic calming in the Hope Valley. |
| 003/20 |  | Declaration of Members Interests – none. |
| 004/20 |  | Public Participation. |
|  | .1 | A period of not more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter.  Following the receipt of a letter (circulated to all members) from the Hope Valley Climate Action group (HVCAG) a member attended to talk about making the roads safer and help with social distancing when getting about. The group was approaching HPC about a campaign, encouraging using other modes of transport than cars and requesting £300 towards the campaign – a request was made for information on what the money will be spent - Social media images, by professional photos, to encourage cycling and walking; short term social distancing; children going to HVC; promoting cycling and walking as a good thing to do. It was confirmed that a constitution was in place and bank account are held. As the request for a donation was not detailed in the agenda it was agreed to carry the decision to donate, forward to the next meeting. Support from HPC was given for the initiative and the clear need for a joined-up effort across the area. The HVCAG representative agreed to provide the Council with their detailed budget. |
|  | .2 | If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.  The Police had sent their apologies and had provided a brief report that had been circulated to members.  DCC Cllr. Twigg – asked about the recent meeting of DCC to meet in the village to talk about implementing safe distancing. Cllr. Olle confirmed the meeting did take place and a tour of the village was given.  Cllr. Twigg confirmed that a new member of the DCC Highways team has been appointed.  DDDC Cllr. O’Brien –   * Top priority – supporting local businesses under Corona Virus restrictions, financial support has been provided. * There is a hospitality sector issue over rateable values and the limit for HMG financial grants. * DDDC are looking to reduce the number of councillors but appointing 2 new senior managers. * Funding for Covid-19 safety measures – there has been success in getting DCC and DDDC funding and prioritisation of areas is currently on-going. * Increasing biodiversity is a current topic including highway verges and not using glyphosate. * Grass cutting is currently in backlog, nothing can be done at the moment. * Hathersage Fish and Chips and the development at Bank House are being monitored and reviewed. Bank House has an outside bar permitted during Gala week. * It is hoped to still make BBQs illegal in public areas.   There was a discussion about the reduction in DDDC councillors and a request made to write to DDDC about councillor deductions (saving £27k) while recruiting senior managers costing more. It was understood that the consultation about this was carried out at the end of last year. The 15th of July is when DDDC will be discussing this further. The Clerk was asked to write stating concerns and requesting more information. |
| 005/20 |  | Confirmation of Minutes of HPC meeting of 2nd June 2020 and to note any matters arising. These were reviewed and **approved** in principle and will be signed at the next face to face meeting.  Signed: Date: |
| 006/20 |  | Review Committee membership – Transport, Finance, Recreation – a vacancy has been created by a recent resignation. It was agreed that the Finance Committee is a priority the others can be left for now as they are functioning ok. Following discussion, it was **agreed** that Cllr. Rowland would join the Finance committee. |
| 007/20 |  | **Financial Matters** – RFO’s Report had been circulated and noted as received. KGF has received the HMG C19 small businesses grant and it was agreed the Trustees will be asked for this to be forwarded for pool running.  Cllr. W Hanley asked about having a closer relationship with consultants with fees agreed up front. Further details in relation to one invoice received were requested to understand the costs. A process is required to ensure that when engaging with consultants the remit of the work to be carried out is understood, the terms of payment, and invoicing terms. |
| 007/20 | .1 | To Receive statement of accounts – the accounts are noted as received. |
| 007/20 | .2 | To approve accounts for payment – the Institute of Swimming invoice was for courses that took place in December but invoiced in March. The accounts for payment, as previously circulated, totalling £49,735.88, inclusive of £4,961.43 VAT, were **approved** under the Scheme of Delegation. |
| 007/20 | .3 | To note account scrutiny arrangements and approve signatories for 4th August meeting from the agreed schedule to approve and pay wages and any urgent items between this and the 4th August meeting.  Cllrs. B Hanley and K Kirkham were **approved**. |
| 007/20 | .4 | Service Level Agreement for 2020/2021 with High Peak for inspection and emergency repairs was **approved** for renewal at £723 but the RFO Chris Cave was asked to confirm the completion of recent inspections since December 2019. |
| 007/20 | .5 | Review and re-approval of the Scheme of Delegation – this was **re-approved** and will be reviewed again next month. |
| 007/20 | .6 | Approval of Chris Cave RFO being auditor for Peak Park Parishes Forum (PPPF) – this was acknowledged with no concerns. |
| 007/20 | .7 | Chris Cave RFO reported that the accounts are with the external auditor. |
|  |  | There was a break for KGF Business after which the meeting reconvened. |
|  |  | **Committees and Working Groups** |
| 008/20 |  | **Swimming Pool Committee and Pumping and filtration upgrade**: To receive minutes of recent meetings. The minutes had been circulated and noted as received.  Cllr. Turner gave a brief update:   * Weekly meetings to assess any HMG announcements that may affect staffing have been taking place. * Work is essentially finished and Practical Completion is expected very soon. * Slippage test has been carried out. * Training of staff within furlough terms has started. * A letter has been received from Sarah Dines MP about anticipated opening of pools. * Further filming at the pool took place last Friday. * Drains are being CCTV inspected this week and the drainage channel across the car park has been replaced. * Electric meter replacement issue with Eon, an inspection is to be carried out of the installation this week. * Surface under the covers needs relaying, suggestion with rubber crumb – rather than impact the date of reopening it **agreed** not to rubber crumb this area. * Slippage test costs are yet to be agreed by the architect. |
| 008/20 | .2 | Chlorine Dosing Pump – a decision is required on the purchase of a new pump – this was **agreed** at £1,448. The Clerk will advise Tom Crooks, Architect. |
| 008/20 | .3 | Signage – advertising legislation is being checked for a replacement sign at the bottom of the drive.  Cllr. Olle is to confirm if straight replacement is allowed. |
| 008/20 | .4 | Cllr. Kirkham – reported on the bund and marking out of specific areas to re-wild. Cllr Kirkham asked if she could liaise with J Slater (Redwood Landscapes) with regards grass cutting on grass verges – this was **approved**. |
|  |  | Cllr Kirkham left the meeting at 9:00pm |
| 009/20 |  | **Recreation Committee.** To receive minutes of recent meetings – the minutes had been circulated and were noted as received. |
| 009/20 | .1 | Confidential item - Bowling Green access – a site meeting was held with solicitor and a meeting is to be arranged in Stanage Hall on a date to be confirmed.  Signed: Date: |
| 009/20 | .2 | Playing Field wall – the pointing of the wall is progressing and looking very good. |
| 009/20 | .3 | Pruning of the commemorative tree in the Playing Field – the top of the tree needs pruning as advised by PDNPA but this would be costly. The PDNPA have also advised that weeds are removed from around the base oak saplings should be left. A quote should be obtained for pruning. The Assistant Clerk is to obtain these. |
| 009/20 | .4 | It was generally felt more signs should be put in place to state that equipment is not in use. Cllr Turner suggested amending a sign form Sheffield CC or Dronfield TC. The example signs are to be emailed and laminated (4 off) and put in place by Cllr. Hill. |
| 009/20 | .5 | It was noted that the MUGA is open for use. |
| 010/20 |  | **Planning Committee** – To receive minutes of recent meetings. No meetings since the last HPC meeting, an on-line meeting are being arranged for 15/07/20. |
| 011/20 |  | **Amenities Committee** – To receive minutes of recent meetings. A meeting is to be arranged following the next recreation committee meeting. |
| 011/20 | .1 | Update on covered seating and planters. To be discussed at the next meeting that is to be arranged. |
| 011/20 | .2 | Café lease – The 5 outstanding items are to be clarified in the next few days. The meeting further **authorised** Cllr Jane Marsden and the Clerk to finalise the details of the lease. |
| 011/20 | .3 | Café quarterly rent holiday request – The Parish Council felt that a decision on whether to consider this request should await the signing of the current lease. |
| 011/20 | .4 | David Jackson is to be engaged to negotiate on the lease rent review – **approved**. Cllr. W Hanley requested that an agreement is put in place for the rent review. The Clerk is to speak to David Jackson and obtain a quote for the next meeting. |
|  |  | Cllr. Turner left the meeting at 21:20. |
| 011/20 | .3 | Purchasing of barriers for parking management on the HoH, cost £22 to £25 each plus delivery - It was **agreed** to purchase a number of these. Cllr. W Hanley suggested also putting a sign on the barriers to explain why they are there – this was **agreed**. |
| 012/20 |  | **Transport Committee** – To receive minutes of recent meetings – the minutes had been circulated and noted as received. Notes from the recent positive site meeting about changes to ensure Covid 19 compliant areas of the village, are to be sent to all members by the Asst. Clerk. A reminder was requested to Steve Alcock for his response. |
| 012/20 | .1 | It was noted that cyclists are causing problems going very quickly down rural lanes nearly causing accidents. Simple changes could be made that would support and encourage cycling. |
| 012/20 | .2 | Overhanging hedges – letters are be sent to households on Station Road emphasising support for social distancing. The Clerk will provide a copy of the previous letter used to the Assistant Clerk to draft the letter. |
| 012/20 | .3 | Update on the DCC TRO – it was reported that the TRO was not yet fully implemented around the village. |
| 012/20 | .4 | Traffic calming in the Hope Valley – letter from a resident – this item was brought forward to Public Participation. |
| 013/20 |  | **HR Committee** – To receive minutes of recent meetings. |
| 013/20 | .1 | A decision is required on the flexible furloughing of pool management – cost to HPC are £1,100 per week, training should be carried out as much as possible under furlough terms – Cllr. W Hanley agreed to speak to the Pool Management about the work that is outstanding to be completed.  There was a request that at least one manager is at the pool every day.  It was agreed that the pool managers will be flexible furloughed from 1st July. |
|  |  | Chris Cave RFO left the meeting at 22:00 to amend the wages based on the previous decision re flexible furloughing. |
| 013/20 | .2 | Employee Handbook – the Clerk reported that this had still not been received but would be chased up again. |
| 013/20 | .3 | Operating Procedures – Cllrs. W Hanley and Turner are to speak to the Pool Management about finalising these. |
| 014/20 |  | **Website Update** – To receive any report of the Website Working Group – no meeting had taken place. |
| 015/20 |  | **Burial Ground Committee** – To receive minutes of recent meetings – no meeting had taken place but the report had been received from Redwood Landscapes re headstone safety. |
| 016/20 |  | **Clerk’s Report/Correspondence** – |
| 016/20 | .1 | Littering in the village – the Clerk reported on a promising meeting with the Chip Shop owners. |
| 016/20 | .2 | Chapel Drive seat to be added to the caretaker’s route – The Clerk was asked to ask the Village Caretaker to add this to his route but to also check his view on his current workload. |
| 016/20 | .2 | Letter about Hope Valley Venders – The meeting felt that this initiative was commendable but that before any donations could be considered their bank account details and a constitution would be required plus details of what the money would be spent on.  Signed: Date: |
| 016/20 | .3 | Country Market using HoH outdoor space – a request for the use of the HoH had been received. Before this could be considered the meeting asked the Clerk to check with PDNPA but agreed to go ahead if ok with them. |
| 017/20 |  | **Village Matters** |
| 017/20 | .1 | Flagstaff for VJ Day 14-16th August – a request from British Legion – this was agreed and in-line with the usage policy, |
| 017/20 | .2 | Hedges obstructing footpaths – discussed under agenda item 012/20.2 |
| 017/20 | .3 | Royal British Legion request Parish Council to arrange the event to utilise public liability insurance and request road closures – Chris Cave RFO is to be asked if our insurance would cover this. The British Legion would still do the arranging and formal requests to DCC. It was felt this would be an event similar to the Christmas Lantern Parade. |
| 018/20 |  | **Memorial Hall** - To receive Memorial Hall Management Committee Minutes. |
| 019/20 |  | To note DALC circulars and other items circulated – noted. |
| 020/20 |  | To confirm the next HPC on-line meeting will be at 7.30 pm Tuesday 4th August 2020. Apologies Heather and James S |
| 021/21 |  | To note items for the 4th August 2020 agenda – Funding agreement for HVAG; British Legion events; consultants appointment policy; disposable bbqs. |

Signed: Date: