

HATHERSAGE PARISH COUNCIL

Clerk – Ms Maura Sorensen, Heart of Hathersage, Main Road, Hathersage, Derbyshire, S32 1BB
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Minutes of the meeting of Hathersage Parish Council held on Tuesday 2 January 2024, 7.30pm

Councillors present: Jane Marsden (Chair); Martin Bloor; Alex Campbell; B Hanley; W Hanley; Tim Hill; James Marsden; Rosie Olle; Heather Rodgers; Pete Rowland; James Shuttleworth; Nick Williams; Anne Yule

In attendance: Chris Cave, RFO; Kathryn Fraser (Assistant Clerk); Maura Sorensen (Clerk); DDDC Cllr Peter O'Brien (part)

- 162/23 Apologies for absence **received** from DCC Cllr Alasdair Sutton; DDDC Cllr Simon Ripton; and from the police (a police report had been shared).
- 163/23 Cllrs **considered** an application, from Steve Dempsey, for the casual Councillor vacancy. Mr Dempsey was not in attendance (he had sent apologies). **Agreed Mr Dempsey's application evidenced that he met the role requirements. ACTION – Clerk to liaise with Mr Dempsey re completion of related declarations, and pecuniary interests, and induction.**
- 164/23 To **decide** any variation in the order of business – **agreed** to bring forward agenda item 17.4 (CCTV) ahead of agreeing the 2024-25 budget so an appropriate allocation could be made. A report had been circulated outlining current operational issues; ongoing revision of governance (and compliance); informal quotes and suggestions (on changes to the system) from contractors. The Clerk expanded on the report, suggesting the CCTV working group should go on to formally consider, at greater depth, scoping out and clarifying parish CCTV needs – including changes to the current system, ongoing maintenance, ongoing management; drawing up tender specifications; and completion of the compliance review. Noted advice and input had been sought (and was awaited) from the police and from the DDDC Neighbourhoods Manager. Clerk suggested asking police whether, related to footage provided since the system was installed, any perpetrators had been identified and charges brought. Cllrs noted the 2023-24 and 2024-25 budget allocations and **agreed** to increase the 2024-25 allocation to £6K; RFO to adjust the budget accordingly. **ACTION - meeting of the CCTV sub-group to be convened to discuss parish CCTV needs, compliance, and tender specifications, with any recommendations being put to full Council, for approval.**
- 165/23 **Declaration of Members Interests** – none.
- 166/23 **Public Participation.**
- a) A period of not more than ten minutes for members of the public and Members of the Council to comment on any matter.
- b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will have an opportunity to raise any relevant matter.
- DDDC (Cllr Peter O'Brien):** Cllr O'Brien had circulated details of DDDC funding on improving town and village centres and had made some suggestions on potential initiatives/projects. Suggested the emphasis was on improvements to village/town centres and their environs e.g. pavements; and major thoroughways. Cllrs identified a couple of places where narrow pavements are not pedestrian-friendly. Cllrs noted they would need sight of the funding criteria and guidance to inform further discussion. Noted groups other than town or village councils could apply. The Chair referenced discussions around flood management including discussions at the November Stange Forum meeting on measures to manage water storage upstream; she queried whether it might be possible to apply for funding from this pot for this initiative. Also queried whether the funding could be used to formally establish a parking area on the B6001 verge. **ACTION - Cllr O'Brien to flag with DDDC Officers the Parish Council's interest in accessing funding for some highways/pavement improvements, asking Officers to liaise with the Clerk.**
- Police:** a report had been received noting crimes committed in December – theft of clothing at retail premises; incidents - report of a broken-down vehicle; report of a piece of masonry that had fallen from the railway bridge. Cyclists travelling in dusk/dark without lights – noted the police

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could only take action where they came across instances while on patrol. Hathersage CCTV queries had been passed on to the appropriate police personnel (response awaited).

167/23

Confirmation of Minutes

Minutes of the HPC meeting of 5 December 2023 were **confirmed** and actions arising from the minutes **noted**.

168/23

PDNPA, DCC, DDDC matters and related reports from community groups

- .1 **PDNPA – oral report/update from Parish Member Cllr W Hanley.** Some instances of successful enforcement actions were noted. Changes/improvements to the PDNPA staffing structure – including recruitment of additional Planning Officers - noted. Cllr W Hanley referenced annual national PDNPA funding commenting that it was not enough to cover needs.

169/23

Environment Act and meeting biodiversity requirements: to **consider**. A report had been circulated. Clerk referenced points in the report including recommendations, with which Cllrs agreed. Clerk to liaise further with Cllrs to capture all ongoing initiatives, supporting by the Council, which evidence HPC meeting requirements. Further guidance – and a template policy awaited from DALC.

170/23

Future flood management in Hathersage: oral report from the Chair. Discussions, at the November Stanage Forum meeting, around flood management measures to manage water storage upstream had been referenced under minute 166/23 b). Cllr Shuttleworth referenced liaison with DCC Officers, following the October flood: on what/where is the responsibility of DCC, and of landowners; and on maintenance of culverts and drains. The Chair referenced flood-related damage to the wall of the property behind the bus shelter opposite the George Hotel; the property owner had been in touch with DCC and DCC had committed to undertaking repairs. Cllr Shuttleworth referenced other potential flood management measures including emptying an unused reservoir; the Chair referenced DEFRA funding for pond clearance. Cllr Shuttleworth suggested, as a result of the October flooding – and should there be further flooding - sections of wall on School Lane were at risk. Cllrs acknowledged the need for ongoing liaison between all bodies responsible for management and maintenance of infrastructure and upstream water management, with town and parish councils. **ACTION: Clerk to liaise with DCC on their flood management plan.**

171/23

Financial Regulations: to **approve** the list of those who have direct debit authority on the HPC account; **this item was deferred to the February meeting.**

172/23

Financial Matters:

- .1 **Received** the RFO's Report.
- .2 **Received** a statement of accounts.
- .3 **Accounts for payment** totalling £41,007.64 including £2,032.84 VAT were **approved**.
- .4 **Noted** account scrutiny arrangements and **approved** signatories (Cllrs Alex Campbell and Heather Rodgers) from the agreed schedule for the coming month, to approve and pay wages and any urgent items between this meeting and the February 2024 meeting.
- .5 **2024-25 Budget:** to **approve**. Cllrs considered the draft revenue budget and, subject to increasing CCTV expenditure, **approved** the budget. The RFO reported that Derbyshire Dales DC may be withdrawing their reimbursable grants in which case the Parish Council would not receive £1,259 included in the budget. Taking into account projected cash balances on the general account, and the need for a reserve of £10,000 against contingencies, a precept for revenue expenditure and loan repayments of £30,867 was required. Before considering any requirements for specific reserves the RFO reminded Cllrs that cash balances should only be held for specific purposes and to the amount needed to fund those purposes.
- After due consideration it was agreed to put the following amounts to reserves:**
- MUGA £22,500 towards resurfacing the area.
 - Café £2,000 towards external repairs
 - Bandstand £2,000 towards stabilising the sub structure.
 - Memorial lamp £750 towards repairs, rewiring & painting.
 - Village projects £2,000 towards improving parking.

and that other reserves held were required. The Council then **approved** a precept for 2024/25 of £60,000

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- .6 **2024-25 Precept: approved** a precept of £60K.
- .7 **2024-25 cash reserves:** reserves details noted under 172/23.5
- 173/23 **HPC staffing – appointment of an Assistant Clerk:** to **note** the resignation of the current Assistant Clerk as of 31 March 2024 and **consider** recruitment. Suggested a couple of HR committee (HRC) members meet, as soon as possible, to agree the specs ahead of advertising the post. Suggested advertising in the Peak Advertiser, DALC, community social media, the Sheffield Star; other options to be considered.
- 174/23 **Committees and Working Groups:** to **receive** minutes *where meetings have been held since the previous month's full Council meeting*; **consider** committee recommendations; **note** actions.
- 175/23 **Leisure Facilities and Amenities Committee: received** minutes of the meeting of 12 December 2023.
- Swimming Pool Committee: received** minutes of the meeting of 19 December 2023
- .1 **Summer 2024 timetable - SPC agreed to recommend the proposed timetable** but welcomed Cllrs comments/feedback. The SPC Chair expanded and Cllrs shared some thoughts and comments. SPC Chair noted that the new entry card system, alongside the session booking system, is providing detailed data on pool use. ***ACTION – recommended timetable approved; Clerk to inform pool management.***
- .2 **Season ticket charging; junior season tickets:** SPC had discussed reducing the cost of junior season tickets, for Hathersage juniors (SPC minute 126/23.3 for discussion details). **Agreed to seek input from all Cllrs** on changes to season ticket charging, and to whom charge changes should apply. The SPC Chair expanded commenting that this initiative would be very much welcomed by Hathersage residents. He suggested a charge of £25 for a Hathersage Junior Summer season ticket. Noted the associated income reduction (approx. £4K); suggested the reduced price may encourage greater take-up, reducing the deficit. Cllr Hill flagged that a forthcoming significant rise in pool energy costs will also impact pool income. The RFO referenced the extent to which the pool has benefitted from changes to VAT reclaim.
- Noted the longer term aim to encourage more Hathersage children/young people to continue to swim on a regular basis. Suggested the reduction should be publicised as widely as possible – clarifying the ages of those to whom it applies – at Hope Valley College, local surgeries – other avenues to be considered. Cllrs queried how pool staff could identify where a junior swimmer is a Hathersage resident or 'out-of-area' (OOA). A number of suggestions were made including proving a map of Hathersage (and boundaries) to pool staff; further consideration to be given to this. Suggested approx. half of junior season ticket sales are to OOA juniors; suggested reviewing the position in 12 months including whether any issues had been raised about charges to OOA juniors. ***ACTION – agreed a £25 charge for Hathersage Juniors for Summer 2024.***
- .3 **Pool entry charges:** based on a report from the RFO on current pool income/expenditure **SPC recommend there be no increase in charges for Summer 2024.** The SPC Chair expanded. Cllrs **agreed** with the SPC recommendation. The RFO clarified the decision that 2024 Summer prices would be the same as the 2023 summer prices with the following exceptions:
- Hathersage junior season tickets to be £25;
 - High Peak residents to pay the Out of Area rate following High Peak's decision to end their grant to the pool.
- RFO noted confirmation was awaited from Derbyshire Dales that they are continuing their support on which the DDDC season ticket rate is based.
- .4 **Pool staff concerns:** the Chair shared a statement from four members of pool staff. Noted the statement covered staff concerns about HPC governance and management; Council-pool staff relationships; and management of the 8 December gas leak. In relation to the gas leak, agreed to seek a full report from pool management - from initial discovery to resolution; and related staff communications. The report will be considered at the January SPC meeting and any changes – to routine maintenance checks; and to incident response protocols – to be agreed and shared with all pool staff.

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With regards to concerns raised about HPC governance and management, and Council-pool staff relationships, Cllrs noted the need to seek advice from the Council's HR Consultant (Bhayani). Further consideration to be given to which of the concerns raised could be dealt with through the HPC staff grievance procedures (*Clerk to share this with Cllrs*) and, where there was staff reference to 'a culture bordering on bullying', mechanisms for staff to flag this externally - with the appropriate evidence.

Suggested, once appropriate HR advice had been provided, convening a meeting with the staff signatories to the message, as soon as is feasible; to be agreed which Cllrs would attend – suggested including Cllrs who do *not* sit on SPC or HRC; staff signatories to be asked to clarify/ evidence some of the matters raised.

Cllrs observed that these matters could have been brought to the attention of Council through the agreed protocols - staff raising matters with pool line management, and with the Clerk, in a timely manner - matters could then have been given full and proper consideration by full Council; a sub-group; or the appropriate committee. Agreed the need to review – and clarify - protocols for staff to bring matters to the attention of Council. Suggested providing some strategic support for pool management in responding to staff concerns.

ACTION - Clerk to seek advice from Bhayani; Clerk to share Bhayani advice with Cllrs; staff signatories to be kept up-to-date on progress; meeting to be convened with staff signatories.

176/23 **Planning Committee: received** minutes of the meeting of 19 December 2023.

177/23 **Transport - received** minutes of the meeting of 28 November 2023.

- .1 **Bus services:** Cllr Hill referenced ongoing evidence-gathering evidence on the extent of the unreliability of bus services to inform a complaint to the Traffic Commissioner. Cllr Hill referenced ongoing consideration by DCC on actions they may be able to take on poor bus services.

178/23 **IT - including the HPC website; social media**

To **receive** a report covering .1, .2 and .3 and **consider** recommendations. The Clerk suggested the IT working group should consider, in greater depth, email security protocols to which all Cllrs should sign-up and adhere as well as recommendations to full Council on the benefits of dedicated governor email accounts, and a shared file system. Cllr Campbell noted her priority would be a shared file system, flagging the downside of only being able to access meeting (and other) reports via email attachments. Cllr Hill supported this view. Suggested further consideration also be given to the appropriate IT contractor to take this forward, if the Council agreed to pursue this. Cllr W Hanley referenced PDNPA and provision of tablets for their members. **ACTION – IT working group to work through the detail of the report and recommendations, to bring firm recommendations to HPC.**

- .1 **Parish Council position on emails; using a shared file system; provision of dedicated devices for data protection email accounts:** to **consider** – addressed, above.
- .2 **Cllr email accounts:** an **update** – to date three Cllrs have set up their .gov.uk email accounts. HPC is paying a monthly subscription to Fasthosts for .gov.uk email accounts for all Cllrs; should the consensus be that .gov.uk email accounts will not be universally adopted by all Cllrs, these accounts will be cancelled.
- .3 **Cllr email protocols:** to **consider**.
- .4 **CCTV:** to **consider** operational and governance matters; consider next steps; and consider recent quote and other informal quotes/costs cited. *Addressed under minute 164/23.*
- .5 **Website:** to **consider** commissioning some professional advice and input in 2024. The Clerk flagged that some initial advice/a review is needed on website compliance, security and confirming all software upgrades are up-to-date. Cllrs referenced contractors who had previously expressed interest in providing a service – and checking their qualifications – **ACTION for Clerk**. Suggested consideration also be given to longer-term support/maintenance – noted some companies provide competitive prices. Suggested, if the Council wishes to update the website look and layout, the IT/website working group should give further consideration.

179/23 **Clerk's Report/Correspondence: noted** updates/items shared since the December 2023 meeting including:

- PDNPA updates including a Castleton Visitor Centre update.
- Bakewell and Eyam Community Transport (BECT) trustee recruitment.
- Hope Cement Works – consultation summary.
- Upcoming cycling event (Tor Divide) 18, 19 May 2024 *Cllr James Marsden had some contact with the organisers; suggested Cllr W Hanley share details with PDNPA; Clerk to share HPC outdoors event policy with the organisers*
- Minutes of a High Peak and Hope Valley Community Partnership meeting.
- Stanage Forum – minutes of the most recent meeting.
- Bakewell Safer Neighbourhood Team newsletter.

180/23

Village Matters

- .1 **Hathersage News:** to **agree** HPC news/items for inclusion in the next issue: pool timetable; summer season ticket prices held and reduced charge for Hathersage juniors; Cllr B Hanley to further consider other relevant HPC items.
- .2 **New Union Jack Flag for the Heart of Hathersage flagpole:** **approved** expenditure; Cllr Shuttleworth still to purchase the flag (and reclaim costs).
- .3 **Shuttleworth Lamp repairs:** Chair noted the lamp may need rewiring - noted Tom Crooks had details of a recommended contractor. Cllr Shuttleworth suggested consideration be given – alongside any rewiring work – to replacing the current sodium bulbs with low energy alternatives. **ACTION – Clerk to liaise with Tom Crooks re contractor details; and ask contractor about also fitting a new bulb.**

181/23

Memorial Hall: to **receive** minutes of recent meetings of the Memorial Hall Management Committee and any related reports – minutes of the September and November meetings had been shared at the December HPC meeting. **Cllr Rodgers noted she had shared December minutes earlier in the day; Clerk to share them with all Cllrs.**

182/23

Note DALC circulars and other items circulated since the December 2023 meeting - **December DALC newsletter shared;** and relevant articles and training etc **flagged.**

- Update on ‘council sport’ VAT exemption.
- Update to Disciplinary Policy – issue with the model NALC policy flagged – HPC works to disciplinary procedures outlined in the staff handbook – does not reflect the original NALC wording **suggest either HRC or the Policy Review working group fully review the HPC position and recommend any necessary changes – item for February HPC agenda.**

DALC 2024 training - noted

- **Safeguarding** – 23 January – *Cllr W Hanley, Clerk and Pool Leisure Services Manager attending.*
- **Memorial management and inspection** – 3 April (whole day training) at the Whitworth Centre, Darley Dale.
- **Bespoke training – Civility and Respect** – liaise with DALC to arrange.

183/23

Date and time of next meeting – 6 February 2024, St Michael’s School; and **noted** items for the February agenda:

- **Financial Regulations:** to **approve** the list of those who have direct debit authority on the HPC account.
- **HPC Disciplinary Policy review** in light of recent DALC advice
- The Chair referenced Gatehouse Lane residents looking to get the lane resurfaced with support from HPC – possible February agenda item.

Meeting closed at 10:00pm; a meeting of the King George’s Field Charity was held directly after the closure of the Parish Council meeting.

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