

CASTLETON PARISH COUNCIL

NOTICE OF ORDINARY MEETING: THURSDAY 24th June 2021, 7PM

Village Hall, How Lane, Castleton

Dear Councillor,

You are summoned to attend a meeting of Castleton Parish Council to be held at 7.00pm on Thursday 24th June 2021, for the purposes of transacting the business below:

D. Shoults

Mrs D. Shoults, 18th June 2021.

Clerk to Castleton Parish Council

Email: clerkrfocpc@gmail.com

01/06/21 To consider accepting any apologies for absence.

02/06/21 To record declarations of personal or pecuniary interests from Members as to any items to be discussed and as necessary or appropriate to receive and approve any Members' requests for dispensations on matters in which they have any Disclosable Pecuniary Interests.

03/06/21 **Reports:**

A: County Councillor's Report

B: Borough Councillor's Report

C: Police Report

D: Chair's Report

04/06/21 **Public Participation:** Members of the public will be allowed to speak to the meeting upon items included in the Agenda in accordance with Standing Orders and at the discretion of the Chair of the meeting.

05/06/21 **Minutes of Last Meeting and Matters Relating Thereto:**

A: To consider for approval the Minutes of the Annual Parish Council meeting held on 27th May 2021, and to arrange for the Chair of this meeting to sign them as a true and accurate record of the meeting to which they relate.

B: To note, discuss, consider, and instruct further upon if appropriate or necessary items previously discussed and requiring further attention if not included elsewhere on this Agenda.

06/06/21 **Finance:**

A: To note the Council's monetary assets: National Westminster Bank Current Account and National Savings Investment Account, and for the Chair of the meeting to examine, approve and arrange to sign the bank reconciliation and latest current account statements.

	Current Account	NS&I
Balance brought forward 01/04/21	12,682.59	24,673.44
Total Income	8,979.44	154.06
Total Expenditure	2,724.24	6318.00
Balance	18,937.79	18,509.50
Last Statement Balance 15/06/21	20,441.34	18,509.50
Less un-presented cheques	0.00	0.00
Less this month's payments	0.00	0.00
Add uncleared deposits	0.00	0.00
Available Balance 24/06/21	18,937.79	18,509.50

B: To approve and instruct the payment by cheque, of presented invoiced items, including the following:

- i) A. Hulbert – Valley Landscapes – Burial Ground Maintenance - £564.00 total (incs. VAT £94.00)
- (1. B.Ground mowing £216.00; 2. Supply/planting bulbs/compost in new B. Ground planters £348.00)

- ii) G. Johnson – Village areas Grass cutting and maintenance - £302.42
- iii) Castleton Village Hall – 3 hours hire for Annual meetings 27/05/21 - £30.00
- iv) DALC – 2 x Training Courses@ £50, Cllr. Bradley – £100.00
- v) J.S. Marriott & Co. – Internal Audit of 2020-21 Accounts - £90.00
- vi) D. Shoults – office, stationery, postage – £86.69 total
- (1. Microsoft365 5/6/21-5/6/22 - £59.99; 2. P.O. Castleton - £22.30 – return Special Delivery accounts for audit; 3. P.O. Castleton - £2.25 – DCC ROW Claim postage; 4. Coach House Stores – envelopes - £2.15)
- vii) D. Shoults – Clerk’s salary, allowance 21/5/21-17/6/21 - £340.72
- viii) Chris Bugg – Repairs to cobbles around War Memorial - £455.00

C: To note the income and receipts of the Council – none this month

D: To consider transferring VAT reclaim of £1,869.94 from current account to NS&I investment account.

E: To note Cllrs. Bradley and Simm are confirmed as signatories for NatWest Current Account.

07/06/21

Council Matters:

- A: To receive update on new clerk recruitment process and agree timescale.
- B: To consider possible actions regarding increase in permanent holiday lets within the village.
- C: To receive update on resident’s enquiry as to ownership of a parcel of land on Pindale Road.
- D: To agree use of DCC’s 2021-22 grant for minor ROW maintenance. (allocation £495)
- E: To feedback on TEE Group’s draft “Castleton Code” poster.
- F: To receive update on meeting with location manager, re planned filming on Cavedale 3rd September.
- G: To review and discuss existing policies and documents and resolve to adopt or amend where and as necessary (at this or in subsequent meetings or via appointment of appropriate committees):
 - i) Standing Orders
 - ii) Financial Regulations
 - iii) Code of Conduct
 - iv) Burial Ground Policy and Fees
 - v) Equal Opportunity Policy
 - vi) Data Protection Policy
 - vii) Freedom of Information Policy
 - viii) S.137 Policy
 - ix) Complaints Procedure
 - x) Risk Assessment / Post Covid face-to-face meetings Risk Assessment
 - xi) Privacy Policy
 - xii) Records Retention Policy
- H: To discuss requirements for content of Council Facebook Policy.
- J: To note and if urgently required to discuss (but not to have decisions taken upon if not otherwise specified elsewhere in this Agenda) any other issues which merit the Council’s attention.

08/06/21

Condition of the Village

- A: To note, and thank, Rita Moorhouse, for dealing with recent plastic littering on and by the Old Road.
- B: To note and if urgently required to discuss (but not to have decisions taken upon if not otherwise specified elsewhere in this Agenda) any other issues which merit the Council’s attention.

09/06/21

Planning:

A: To discuss, consider and instruct reporting of the Council’s views on applications received and available to view on www.peakdistrict.gov.uk, including the following:

- i) NP/HPK/0521/0560 – 35, Weaving Avenue, Castleton –
Two storey side extension and rear single storey lean-to with internal remodelling.
- * NB consultation period between meetings, ending 23.6.21. Paper copy received for written comments.

B: To note any planning decisions as notified by the Peak District National Park Authority:

i) NP/HPK/0321/0370 – Knowlegates Farm, Castleton –
Erection of a single storey, timber framed, glazed conservatory.

10/06/21 **Granted, subject to conditions.**

Correspondence & Circulars:

To note and discuss if necessary, correspondence received and pre-circulated to Members by email, unless otherwise indicated, including the following:

- i) HV Climate Action – June 2021 Newsletter.
- ii) Robert Largan – various local updates, incs Keep BBQs off our moors.
- iii) DALC – Meeting notes 2/6/21 (incs Code of Conduct update)
- iv) NALC – Chief Exec. Bulletin inc info. On Thank You Day 4/7/21
- v) A resident – concerns regarding speeding cyclists and parking issues (The Stones)

11/06/21 **Items for the Peveril Post**

The following Ordinary Meeting of the Council is currently planned to take place at the Village Hall, How Lane, Castleton on Thursday 29th July 2021, at 7.00pm.