

**CASTLETON PARISH COUNCIL - MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD
on 27th May 2021, Village Hall, Castleton**

These Minutes are hereby approved as a true and accurate record of the above meeting following Resolution of the Council at its meeting on 24th June 2021.

Signed Chair of meeting

Present: Cllr. N. Topping (Chair), Cllr. B. Moorhouse (Vice Chair), Cllr. A. Darlington, Cllr J. Simm, Cllr. J. Bradley.

Also in attendance was the Clerk, Mrs D. Shoults.

Meeting commenced 7.03pm.

01/05/21 **New Council:**

A: Cllr. Topping stood down as Chair. Cllr. Moorhouse was nominated for Chair, agreed to take on the Office and was duly elected. (Prop NT, 2nd, JB, unan) Cllr. Moorhouse signed the Declaration of Acceptance and will collect the Chain of Office from the Clerk at the end of the meeting.

B: Cllr. Moorhouse stood down as Vice-Chair. Cllr. Bradley was nominated for Vice Chair, agreed to take on the Office and was duly elected. (Prop. BM, 2nd JS, unan.). Cllr. Bradley signed the Declaration of Acceptance.

Due to the current exceptional circumstances Cllrs. Topping and Moorhouse had agreed for Cllr. Topping to chair the rest of today's meeting.

02/05/21 Apologies were received from Cllr. N. Spooner, DCC Cllr. N. Gourlay, HPBC Cllrs. J. Collins and C. Farrell.

03/05/21 No declarations of personal or pecuniary interests or requests for dispensations were received from Members as to any items to be discussed. Clerk received form from Cllr. Simm, filled in previously.

04/05/21 **Annual Review of Policies and Documents**

Councillors asked for more time to check content of policies and make necessary amendments. Clerk to add to June agenda for review.

05/05/21 **Annual Review of Inventory of Land, Buildings and Other Assets**

Resolved to approve updates to the Asset Register, subject to altering number of new Burial Ground planters from 10 to 12. (prop AD, 2nd BM, unan)

06/05/21 **Council Ordinary Meetings**

Resolved the Council shall continue to hold its Ordinary Meetings in Castleton Village Hall (or such other place as specified on the Agenda for the appropriate meeting), commencing at 7pm on the last Thursday of every calendar month excepting August and December. (*unless this be required to be changed by Law or Public Holiday) (prop BM, 2nd JS, unan)

07/05/21 **Reports:**

A: Chairman's Report – After encountering experiences of other Parish Council Chairs while attending DALC's Zoom meetings, Cllr. Topping recognised that Castleton is fortunate to have an ideal venue for face-to-face meetings, in the Village Hall. He also noted that other Derbyshire Councils were regularly reporting serious crimes.

Cllr. Topping has been involved in the initiative led by PDNPA to focus on visitor management. Topics so far have included traffic, parking, footpath erosion, obstruction of rights of way etc, and it is hoped future meetings will involve further stakeholders.

The purchase of a flood pump is on hold until an adequate pump can be sourced. Awaiting further advice from Flood Wardens.

Plans for a post-covid celebration for the villagers are still under way, with possibly an outdoor event on the Playing Fields, and a fun night with music, at the Village Hall. Fingers crossed, and to be announced!

B: Recently elected DCC Cllr. Gourlay provided a written report, including guidance in reporting highways issues, eg potholes.

Moving forward, Cllr. Gourlay will be Cabinet Support Member for Education, focusing on the County's smallest schools and reading programmes for the youngest children.

He recently met with Hope Valley College representatives and Robert Largan MP to discuss long-term improvement of school buildings.

C: HPBC Cllrs. were unable to attend this meeting but have provided valuable support to the Council over the past year, helping with a variety of issues.

D: Police Report was covered by PCSO Brockett, during the Annual Parish Meeting.

08/05/21 **Public Participation**

No members of the public remained for the meeting.

09/05/21 **Correspondence and DALC Circulars**

*Temporary car park on How Lane – noted that, under new legislation, landowners can open their ground for parking for up to 56 days per year without consultation or planning permission, unless the arrangement becomes dangerous.

*Councillors appreciated a resident's record keeping concerning speeding traffic on How Lane, and agreed to ask advice from the new PCC, and attach the resident's correspondence. Cllr. Darlington to draft, Clerk to send.

*Noted that the YHA camping pods are part of a previously granted application. Agreed to monitor. Cllr. Topping to re-establish contact with PDNPA, via Rosie Ollie.

*A meeting of residents to discuss parking issues at The Island is to be set up by Val Burgess, with an offer from the Council to help mediate, if required.

There may be a possibility of obtaining an annual parking permit for one of the nearby car parks.

Cllr. Judge joined the meeting at 7.30pm

*Cllr. Topping had done some research after a resident contacted the Council with concerns about drones flying over residential areas. If regulations are breached then there are potential civil actions, which are explained on the website. Clerk to initially seek advice from PCSO Brockett.

*Agreed to write to location manager of TV company proposing filming at Cavedale with questions around vehicle numbers, and concerns over parking and access disruption, as both weeks suggested are within the school summer holidays, and Castleton already has huge visitor numbers.

*Robert Largan MP – various updates.

*DALC & NALC – various updates, legislation, newsletters.

*DCC – May Community News and new DCC Cabinet.

*Debbie White – Derbyshire Victim Services information.

10/05/21 **Finance:**

A: The Councils monetary assets were noted, and are as follows:

	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	1,622.69	6318.00
Balance	20,039.34	18,509.50
Last Statement Balance 14/05/21	20,441.34	18,509.50
Less un-presented cheques	402.00	0.00
Less this month's payments	0.00	0.00
Add uncleared deposits	0.00	0.00
Available Balance 27/05/21	20,039.34	18,509.50

B: Payment by cheque of the following invoiced items were approved (Prop. BM, 2nd JB, unan.):

- i) Mr. G. Middleton-Taylor – Care4Castleton – planters for bus terminal - £116.78
- ii) DALC – Understanding Planning Course – Cllr. Bradley - £50.00
- iii) The Community Heartbeat Trust – 2 x defibrillation electrodes - £88.80
- iv) G. Johnson – Village Grounds Maintenance - £215.00
- v) A. Hulbert, Valley Landscapes – Burial Ground Maintenance - £288.00

vi) D. Shoults – Clerk Salary, Allowance, Expenses - £342.97

C: The following income and receipts of the Council were noted:

i) HPBC – precept - £6,809.50

ii) DCC – Minor ROW Maintenance Grant 2020-21 - £300.00

iii) HMRC – VAT Reclaim 2018-2021 (3 years) - £1,869.94

D: The Chair of the meeting examined and approved the bank reconciliations and latest current account statement. To keep the meeting brief the Chair will collect all documents requiring signing from the Clerk at the weekend.

E and F: Sections 1 and 2 of the Annual Governance and Accountability Return Part 3, of the Annual Governance Statement 2020/21 were considered and agreed, already signed by the Clerk. The Chair will sign on collection from the Clerk.

11/05/21 **Planning:**

A: There were no planning applications received this month.

*The Clerk advised of a planning application just received for 35, Weaving Avenue, with a consultation period between meetings. Agreed for the Clerk to request a paper copy, and to correspond via email once all Councillors have had sight of it.

B: Resolved to note there were no planning decisions as notified by PDNPA.

12/05/21 **Items arising from Annual Parish Meeting:**

Agreed to combine the two residents' requests for help with parking at Spital Bridge and speeding on How Lane/Buxton Road in a single letter to the DCC Transport Dept.

13/05/21 **Council Matters:**

A: The Playing Fields reports were covered earlier in the Annual Parish Meeting.

B: Cllr. Darlington to obtain quotation for repairs to path along field belonging to Riding House Farm, as a potential use of the 2021-22 DCC ROW Minor Maintenance Grant.

C: Cllr. Moorhouse has received further complaints regarding an A board on the pavement outside the Bay Tree. Still chasing Highways for clarification.

14/05/21 **Condition of Village:**

A: Noted the funding for Parish Councils to help with increased tree planting was applied for, with the help of the Playing Fields Committee.

B: Cllr. Bradley will organise siting of the new planters at the Burial Ground once given the go-ahead.

C: Cllr. Simm introduced the TEE Group's draft of a "Castleton Code Plan", adapted from the Countryside Code, to be incorporated into a proposed poster for display within village pubs and shops. Clerk to add to June agenda to give councillors the opportunity to review before feedback.

D: Cllr. Bradley advised that the Burial Ground records are missing entries and require a complete overhaul and update.

15/05/21 **Items for Peveril Post/Parish Magazine:**

No issue this month.

MEETING CLOSED 8.08pm.

The next Meeting of the Council will be on Thursday 24th June 2021 in the Village Hall, Castleton.