

**CASTLETON PARISH COUNCIL - MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD
on 26th May 2022, Village Hall, Castleton**

These Minutes are hereby approved as a true and accurate record of the above annual meeting following Resolution of the Council at its meeting on 25th May 2023.

Signed Chair of meeting

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

Also in attendance was the Clerk, Mrs T. Dale.

Meeting commenced 7.01pm.

01/05/22 New Council:

A: Cllr. Moorhouse stood down as Chair. Cllr. Bradley was nominated for Chair, agreed to take on the Office and was duly elected. (Prop NT, 2nd AD, unan) Cllr. Bradley signed the Declaration of Acceptance and collected the Chain of Office from the Cllr Moorhouse.

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

02/05/22 Apologies were received from HPBC Cllrs. J. Collins and C. Farrell.

03/05/22 No declarations of personal or pecuniary interests or requests for dispensations were received from Members as to any items to be discussed.

04/05/21 Annual Review of Policies and Documents

Following discussion it was agreed to adopt the following policies and to review them again in 12 months, or sooner, where necessary (Prop NT, 2nd AD, unan)

- i) Standing Orders
- ii) Financial Regulations
- iii) Code of Conduct
- iv) Burial Ground Policy and fees
- v) Equal Opportunity Policy
- vi) Data Protection Policy, Privacy Policy, Record Retention
- vii) Freedom of Information Policy
- viii) S.137 Policy
- ix) Complaints Procedure
- x) Risk Assessment
- xi) Facebook Policy

Clerk to update website according and circulate a zip file of policy documents to all Councillors (AP)

05/05/22 Annual Review of Inventory of Land, Buildings and Other Assets
Resolved, updated Asset Register includes the new Burial Ground planters purchased in 2021 (prop BM, 2nd JB, unan) Clerk to update website accordingly (AP)

06/05/22 Council Ordinary Meetings

Agreed that 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 NS, 2nd JS, unan)

07/05/22 Reports:
A: Chair Report – None this month
B: County Councillors Report – None this month
C: Borough Councillors Report – None this month
D: Police Report – None this month
E: Minutes of Last Meeting and Matters Relating Thereto: Clerk apologised for not including on this agenda, due to use of last years agenda as a template, which had omitted reference to minutes. However the Minutes of the Annual Parish Council Meeting held on 26th May 2021 were agreed as a true and accurate record of that meeting upon agreement of all those present (Prop JB, 2nd JS, majority JJ Abstained as not in attendance).

08/05/21 Public Participation
No members of the public remained for the meeting.

09/05/21 Finance:
A: The Councils monetary assets were noted, and are as follows:
i) National Westminster Bank Current Account
ii) National Savings Investment Account

	Current Account	NS&I
Balance brought forward 01/04/22	13,458.21	18,511.35
Total Income	7,194.50	0.00
Total Expenditure	1,228.09	0.00
Balance	19,424.62	18,511.35
Last Statement Balance 15/05/22	19,979.18	18,511.35
Less un-presented cheques	554.56	0.00
Less this month's payments	0.00	0.00
Add uncleared deposits		0.00
Available Balance 26/05/22	19,424.62	18,511.35

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

- i) A. Hulbert – Valley Landscapes (Derbyshire) - £228.00
- ii) Castleton Village Hall – 3 hours hire for April 2022 meeting - £30.00
- iii) T. Dale – Clerk's salary, allowance - £302.85
- iv) S. Hayes – Printing of fliers, inviting residents to Jubilee Celebration - £10.00
- v) Hiscox Insurance Company Limited – Insurance - £449.44
- vi) John Marriott – Internal Audit - £100.00
- vii) HMRC – Employer payment - £5.00

C: To note income and receipts of the Council.

- i) HPBC – Precept - £6,744.50
- ii) HPBC – Jubilee Celebration Funding - £450.00

D: For the Chair of the meeting to agree and sign the latest current account bank statement and RFO's bank reconciliation.

E: Certificate of Exemption of the Annual Governance and Accountability Return - form 2, considered and agreed. Signed by Clerk and Chair (Prop AD, 2nd JS, unan)

F: Section 1 of the Annual Governance and Accountability Return Part 3 – Annual Governance Statement 2021/22, considered and agreed. Signed by Clerk and Chair (Prop NS, 2nd AD, unan)

G: To consider and sign Section 2 of the Annual Governance and Accountability Return Part 3 – Accounting Statements 2021/22, considered and agreed. Signed by Clerk and Chair (Prop NT, 2nd BM, unan)

Clerk to forward relevant forms/information to external auditor, update website accordingly and prepare Notice of Public Rights in readiness to update Website Monday 13th June (AP)

10/05/21 **Items arising from Annual Parish Meeting:**

The Chair report, included in the Annual Parish Meeting, referred to a “Sub-Committee of the Council has spent some time on looking at the effects of tourism, private traffic, and public modes of transport”. To note this is incorrect, it is a Working Group not a Sub-Committee.

11/05/22 **Council Matters:**

A: TEE group gave a brief update on the Castleton code. A spreadsheet has been compiled of comments following the distribution of seventy-one copies of the poster to B & B's, Pubs, etc. Youth Hostel had been visited and provided with poster/s, feedbacking they are happy to liaise with the council and are mindful and advised residents on behaviour in the village. Five further outlets have been identified and these will be targeted for posters. The Rotary Club was visited, and whilst there the club were requested to remind all, including visitors, of Millbridge speeding concerns, action point from April's Council meeting. A request was put forward to provide sticky posters for indoor use, this is to be considered.

Cllr Simm was thanked for all posting completed.

A brief overview of the Ecar event which took place on the 23rd May was given. Thirty-Six individuals attended of which twenty-four were residents. The speakers were good and enthusiastic, providing for good feedback. It was felt that the format was okay but needs some tweaking. Feedback given at the Council meeting was that it was good if considering purchasing an Ecar, giving a clear steer on what to consider, although it was felt it fell short on financial specifics.

A big topic was Ecar charging, both public and domestic. And costs and reliability of chargers, infrastructure issues/funding. During the event the attendees were asked for suggestions on any other community events. Repair Café, Insulation, a Clothes Swap, a plant diet – vegetarianism and veganism explained and Renewables.

It was raised that the Peak Park Planning authority are currently reviewing their planning policies and that now might be the time to raise the issue of charging points with planning. They are currently at the consultation stage, providing a survey for Parish Council input. Although it is unclear at present what the survey is asking, Clerk to contact Adele Metcalfe for clarification and add to the next agenda. (Clerk – AP)

Chair – requested TEE group to send out overview prior to meeting, to allow councillors to prepare. (JS, NS, AD - AP)

B: An update on the Jubilee celebrations was given. Two events had been planned with both being held at the Village Hall, one on Saturday 4th June, providing an evening of entertainment with music acts, and the other to be held on Sunday 5th providing afternoon tea. Unfortunately due to other commitments the evening event on Saturday 4th June is cancelled. A bulletin will be going out shortly to advise the residents.

C: The Council were briefed that lobbying has been taking place regarding the increasing of holiday homes in the village. Recognising that this is a complicated issue and not specific to Castleton, with issue increasing in the Lake District, Norfolk etc. Council to continue pressure and lobbying. (BM - AP)

D: Following a meeting held at the Village Hall a brief update on Land use circulated prior to the meeting (Annex A). The group organising the meeting were seeking views, reaction for the rural community where farming is prevalent.

E: No urgent issues arose.

12/05/22 **Condition of Village:**

A: Discussions regarding dog fouling issues

i) Following previous meetings re the signage placed on Market Place Triangle, as to, should they be removed or not, a vote took place. As the votes were equal the Chair had a casting vote. By the majority the signage will remain.

ii) Regarding the matter of dog fouling on and near the War memorial, arguments were put forward for not allowing dogs in the vicinity. The argument against “Dogs not allowed” being that the area is used by individuals, families, and their dogs, as a place to sit, sitting on the bench under the tree, simply to enjoy the surroundings, to shelter from sun or rain, and or picnic. Locals as well as visitors enjoy the space.

To ban dogs from the area altogether would discriminate against a high proportion of visitors to Castleton, and many locals. There are very few places in the village that people can sit without paying for the

privilege. To deal with the issue the Council to consider polite signage requesting that villages and visitors be responsible and respectful.

The argument for “Dogs not allowed” being that this is a serious problem. The area should be clean and safe with no risk of having to navigate dog mess. The area itself is small and everyone will still be able to approach and view the memorial. The council has an opportunity to deal with this problem and whilst not in favour of signs, it was proposed that if needed then they had to be specific.

This item dovetailed into the item below.

iii) To resolve various options on wordage of Signs for the War Memorial. A resolution was not gained. Each Councillor (that wishes to do so) will produce a template sign for the next meeting for a resolution to be obtained. **(ALL – AP)**

Items not on the agenda that were discussed:

The Council was requested to make a decision on whether to remove or leave the foliage on the tree in the Burial Ground. It was agreed to remove the foliage. (prop AD, 2nd JB, unan) Valley Landscape to be notified of outcome. **(AD – AP)**

It was brought to the attention of the Council that the wall rendering on toilets near the bus station in the village is in need of repair. Clerk to email HPBC to be made aware. **(Clerk- AP)**

13/05/22 **Planning:**

A: The following applications were discussed, and the clerk instructed to report the Council’s views to PDNPA:- **(Clerk- AP)**

NP/HPK/0522/0640 - Losehill Farm, Unnamed Road from Squires Lane to White Lea Farm, Castleton. - Erection of a single storey extension – No objections raised

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

14/05/22 **Correspondence and DALC Circulars**

Note, correspondence received and pre-circulated to Members by email, unless otherwise indicated, including the following:

- i) DCC – Community News
- ii) NALC – Bulletins, Events, Newsletter, Star Council Awards 2022 Local Elections 2022
- iii) HVCA – Newsletter
- iv) HPBC – Agenda
- v) Public Sector Executive – Along the green brick road to carbon neutrality, Net Zero Government, Transport Public Procurement, Developing Renewable Energy Projects
- vi) Citizen Advice – Annual Impact Report
- vii) PDNP – News
- viii) Kier Highways Solutions – DCC roadworks in your area
- ix) DALC – Newsletter
- x) Robert Largan MP – Dogs, Roadworks, Prince Charles, and Bus Stops

15/05/22 **Items for Peveril Post/Parish Magazine:**

No issue this month.

MEETING CLOSED 8.35pm.

The next Annual Meeting of the Council will be on Thursday 25th May 2023 in the Village Hall, Castleton.