**TIDESWELL PARISH COUNCIL**

**MINUTES OF THE ANNUAL ASSEMBLY MEETING OF THE COUNCIL HELD ON TUESDAY**

**7th MAY 2019**

**PRESENT:-** 6 Councillors, no members of the public and the Parish Council Clerk.

The Annual Assembly Meeting for the Parish of Tideswell is to be convened in accordance with Scheduled 12 of the Local Government Act 1972

(a)Appointment of Clerk to the Meeting

Mrs Hannah Owen was appointed as Clerk for the Meeting.

(b)Minutes of the 2018 Annual Parish Meeting.

The Minutes of the 2018 minutes were accepted as correct.

(c)Income and Expenditure 2018-19 and Precept 2019-20

The Parish Council’s income and expenditure and bank reconciliation was presented to the Council. The Precept for 2019-20 was noted as £54000.

(d)Members attendance at Parish Council Meetings 2018-19

Details of Parish Council Members attendance at meetings were circulated.

(e)Parish Council Chairman’s Report

Cllr Andrew gave a report on the Parish Council’s activities over the last year. He thanked all the Councillors for their hard work.

(f) Ward and Division Members Reports

The ward and division members were not present.

(g) Parish Matters raised by the Council or Local Government Electors.

No matters were raised.

The Meeting closed at 6.50pm.

**TIDESWELL PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD AT 6.45PM**

**ON TUESDAY 7th MAY 2019**

**PRESENT:-** Cllrs R Andrew, D Horne, J Kilner, P Lawrence, R Moore, D Whitehouse and Mrs Hannah Owen, Parish Clerk.

**01.05.2019** **COUNCILLORS SIGN DECLARATION OF ACCPTANCE OF OFFICE**
All Councillors signed their declaration of acceptance of office forms.

**02.05.19 ELECTION OF CHAIR**

Cllr Horne proposed that Cllr Andrew be elected as Chairman. Seconded by Cllr Kilner and all voted in favour. Cllr Andrew signed the Chairman’s declaration of office form.

**03.05.19 APOLOGIES**

Apologies were received from Cllr Chapman and Cllr Daniels

**04.05.19 ELECTION OF VICE CHAIR**

Cllr Whitehouse proposed that Cllr Horne be elected as Vice Chair. Seconded by Cllr Lawrence and all voted in favour.

**05.05.19 ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES AND COMMITTEES**

It was RESOLVED that the following committees would be put in place with immediate effect.

Village Committees: Ad hoc projects decided in meetings moving forward.

Personnel Committee - members being Cllr Andrew and Cllr Horne

Finance – members being Cllr Chapman, Cllr Moore and Cllr Horne

Bishop Pursglove Trust – members being Cllr Chapman and Cllr Whitehouse.

Tideswell and District Sports Association- Cllr Horne will be Parish Council representative with other councillors attending meetings when Cllr Horne is unavailable.

It was agreed that members would attend other outside bodies as they arose.

**06.05.19 REVIEW OF ASSETS**

The only new assets this year were new Benches.

**07.05.19 AUTHORISATION OF SIGNATORIES**

It was RESOLVED that Cllr Andrew, Cllr Chapman, Cllr Horne, Cllr Moore and Cllr Whitehouse will be the signatories for the bank account. After problems trying to amend the signatories, Cllr Andrew will contact Natwest and ask for assistance.

**08.05.19 APPOINTMENT OF INTERNAL AUDITOR**

It was RESOLVED to reappoint J Bettney as internal auditor.

**08.05.19 DATE OF FUTURE MEETINGS**

It was RESOLVED to meet on the 2nd Monday of each month. As and when meetings need to be moved this will be documented in the minutes from the meeting before if possible and a notice placed in the Village Voice and notice board.

There being no further business the meeting closed at 19.05pm

**TIDESWELL PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE COUNCIL HELD**

**ON TUESDAY 7th MAY 2019**

**PRESENT:** - Cllrs Andrew, D Horne, P Lawrence, J Kilner, R Moore, D Whitehouse and Hannah Owen( Clerk)

**01.05.19 APOLOGIES**

Cllr Chapman and Cllr Daniels

**02.05.19 VARIATION OF BUSINESS**

There was no variation of business.

**03.05.19   DECLARATION OF INTERESTS**

There were no declarations of interest.

**04.05.19 PUBLIC SPEAKING**

There were no matters raised.

**05.05.19 MINUTES OF THE LAST MEETING**

The Minutes of the Parish Council Meeting held on Monday 8th April 2019 were proposed as correct by Cllr Moore , seconded Cllr Lawrence , and with all unanimously agreeing were signed by the Chair. It was noted that after the last meeting the date for the May meeting was changed.

**06.05.19 DETERMINE IF ANY ITEMS ARE TO BE MOVED TO PART II CONFIDENTIAL**

No items moved to confidential.

**07.05.19 CHAIRS ANNOUNCEMENTS**

Cllr Andrew welcomed everyone to the meeting. .

**08.05.19 VILLAGE REPORTS**

1. **Play Areas**Cllr Moore and the Clerk will continue to look into grants for a new playground.

b) **Footpaths and Highways**The Clerk has circulated information about the Planters. There is a delay with the DCC Legal team, but the permission has been granted. The PC just has to wait to receive the licence. Cllr Whitehouse offered to visit TDP, who supply our recycled plastic benches, to view some possible planters.

The Clerk suggested we contact the new District Councillor, Neil Buttle, to ask for assistance regarding the light at Pinfold which has still not been switched back on. The Clerk has continue to chase the estates department at DDDC but has so far had no response. Cllr Chapman has suggested he go and speak to the property owner and ensure it isn’t just that the bulb needs replacing.

It was RESOLVED that the PC purchase the illuminous or reflective paint to highlight the steps between Pinfold and Gordon Road. It was agreed to ask Mick Dalton to complete the work.

The Clerk requested that DCC raise the concerns regarding the flooding problem on Buxton Road. Severn Trent and British Gas are each stating it is the others responsibility.

 **ACTION- CLLR WHITEHOUSE TO VIEW PLANTERS
 ACTION- CLERK TO CONTACT NEW DISTRICT COUNCILLOR AND REQUEST SUPPORT
 ON ISSUES IN THE PARISH
 ACTION- CLERK TO INSTRUCT MICK DALTON TO PAINT STEPS**

**(c) Toilets**

It was reported that the electricity issue reported has been resolved.
An enquiry was received by Cllr Whitehouse asking if a water tap could be installed outside the toilets for walkers to fill drinking bottles and for dog bowls to be filled. It was agreed that this was not something the Council were not able to introduce at this time. The Clerk wished to express gratitude to Mick Dalton for all his hard work in keeping the toilets clean and tidy. All the Councillors agreed with the comments.

**(d)Cemetery**

 Due to bad weather the working party had to be postponed again. It was RESOLVED to select a date when there is a good forecast for the Saturday and invite people to attend via Tideswell People Facebook page. It will mean there is only a couple of days’ notice but it is the only option.

**(e)Gardens, Mowing/Strimming and Trees**

The Clerk has circulated areas that require watering. This was discussed further and it was agreed the watering required was in hand.

The Clerk has had confirmation from DDDC that spraying will commence at the end of this month and be repeated at the end of October.

The Clerk has had no response from DDDC estates about the Witches Hat. DCC Claim it is not theirs. It was RESOLVED to contact Land Registry and find out if the land is registered, If not the PC will claim ownership of the site.

Cllr Kilner gave information regarding a request from Janine Morris, PC Gardner, to see if she could have a small space at the bottom of Wheston Bank to store plants which she is growing for the Parish Council. It was RESOLVED to approve this request subject to confirmation the area she wishes to use is PC land.

Cllr Kilner raised a query from a resident who had emailed the Clerk regarding a tree which was encroaching on power cables and her house. The Clerk advised the resident to contact the Power Company to discuss the situation and had since not heard anything further. It was RESOLVED that if the Power Company are not addressing the situation, the Clerk will contact Paul Storer and ask for the trees to be felled. It was noted this would have to be done after the nesting season.

**ACTION- CLERK TO CONTACT LAND REGISTRY TO CONFIRM WITCHES HAT OWNERSHIP
ACTION- CLERK TO CONTACT PAUL STORER REGARDING TREE FELLING
ACTION- CLLR KILNER TO DISCUSS THE PLANT STORAGE PLAN WITH THE GARDNER**

**(f)Bins and Street Furniture**

The Clerk has received information that the bin at Gordon Road by the Grit bin has been removed. There is now no bin from Gordon Road to Cherry Tree Square. The Clerk has contacted DDDC to request the bin be replaced.

The Clerk has had another discussion with the resident who is donating the benches and the locations of Tideswell Moor/Town Head, Manchester Road, Wheston Bank and on the boundary of the Cricket pitch were all approved. The Clerk will instruct a selected contractor to secure the benches in position. It was agreed to also ask Rod Baraona and Nigel Megson for quotes to fit the benches. James Warriner has quoted £35 per bench plus fittings.

A request has been received to change the footpath signs at Church Street to say Footpath to Litton, not just footpath. It was RESOLVED to contact DCC and ask for this. If this request is turned down the Clerk will seek quotes to purchase such a sign and the Council will decide at a future meeting if they wish to purchase.

Cllr Chapman circulated information in advance of the meeting about a request to clean and paint the green and white road signs around the Parish. Cllr Moore said she would be interested to work on this.

**ACTION- CLERK TO CHASE DDDC REGARDING BIN REPLACEMENT FOR GORDON ROAD**

**ACTION – CLERK TO SEEK QUOTES FROM ROD BARAONA AND NIGEL MEGSON FOR BENCH FITTING
ACTION- CLERK TO REQUEST FOOTPATH SIGN AND QUOTES IF REQUIRED**

**(g) Housing Needs Update**

 No further update.

 **(h) Common Land**

 The letter has been sent to James Burns re livestock
 access across common land subject to approval of gate by the Council.

**(i)War Memorial**

Cllr Chapman updated the Councillors in advance of the meeting of the ongoing progress of the war memorial project. There has been pledges of £1000 from TDCA and Tideswell Cinema Club. The Bingham Trust have also pledged £2000 subject to the total funds being raised. £70 was collected at the Food Festival. Collection tins have been placed in the local businesses around the Parish. The Clerk has received application forms for funding from The Co-Op and Tarmac.

Following the Social Media thread on Tideswell People Facebook Page it was RESOLVED to put a standard response to all Social Media comments inviting individuals to attend the next Parish Council meeting to voice concerns. If Councillors see any PC related posts on Facebook, they will advise the Clerk, who will make this response.

 **(j)Sports Complex**

 The next meeting of the TDSA is the AGM and will be held on Thursday 9th May 2019.

**09.05.19 PLANNING**

**Applications:**

None Received

**Decisions:**

None received

Cllr Andrew was proposed by Cllr Moore to be nominated for the Peak Park Parish Ballot. This was seconded by Cllr Whitehouse and all voted in favour. The Clerk signed the nomination form on behalf of the Parish Council.

**10.05.19 CASUAL VACANCY**

The Parish Council now has two vacancies. Cllr Andrew informed the Councillors he had spoken to a resident who is interested in joining the Council. The vacancy will be advertised in the Village Voice.
 **ACTION- CLERK TO ADVERTISE VACANCIES IN VILLAGE VOICE**

1**1.05.19 OPEN DAY 2019**

It was RESOLVED for the Clerk to contact Fountain Square Church to discuss the cost of hiring the space. The Clerk will report back to the Councillors. It was suggested to try a different format and hold the event in an evening.

**ACTION- CLERK TO CONTACT FOUNTAIN SQUARE CHURCH**

**12.05.19 COMMUNITY AWARDS**It was RESOLVED to hold the Community Awards on the same date as the Open Day. The Clerk will put a notice in the Village Voice to seek nominations. The plans will be discussed further at the June meeting.

**ACTION- CLERK TO WRITE ARTICLE FOR THE VILLAGE VOICE**

**13.05.19 WINTER WEATHER GRIT PLAN**

It was RESOLVED to seek quotes for a contractor to grit the village on a request basis during bad weather. The Clerk will speak to Calver and Stoney Middleton Parish Council who have a similar contract in place.

**ACTION- SEEK QUOTES FOR WINTER WEATHER GRIT CONTRACTOR**

**14.05.19 UPDATE FROM CLERK ON ON-GOING MATTERS**The clerk informed the Council that she has written to HMRC regarding the historical fine and is waiting for a response.

It was RESOLVED to contact DDDC to request information on what action is being taken against Natwest for the alarm issues. It was agreed that the time taken to fix the issue was unacceptable and penalties should be faced.

**ACTION- CLERK TO CONTACT DDDC REGARDING BANK ALARM ISSUES**

**15.05.19  FINANCE**

The Annual Governance statement was read out to the Councillors and the responses completed. The accounts will now go to the Internal Audit before being passed to the external audit for completion.

Accounts for Payment were proposed by Cllr Horne, seconded Cllr Lawrence and all voted in favour.

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| **Cheque for:** | **Cost purpose** | **Cheque Amount** |
| Hannah Owen | Salary  | £920.52 |
| Hannah Owen | Expense | £42.93 |
| Janice Jackson | Salary  | £121.28 |
| Mick Dalton | Salary | £378.60 |
| HMRC | PAYE  | £181.88 |
| Eyres  | Cleaning  | £25.84 |
| Will Brindley | Mowing | £335 |
| Janine Morris | Gardener | £570 |
| James Warriner | Mowing | £934 |
| Janice Jackson | Expenses for Website | £273.28 |
| Came and Company | Insurance | £2001.72 |
| John Chapman | War Memorial Expenses | £174.98 |

**16.05.19 ITEMS FOR INFORMATION**

**Playground Emails, War memorial trust information, election information.**

**17.05.19 DATE OF NEXT MEETING**

It was RESOLVED that the next Monthly Meeting of the Parish Council will be held on Monday 10th June 2019.

**18.05.19 CONFIDENTIALITY RESOLUTION**

No matters raised

The meeting closed at 20.35