

Bonsall Parish Council
Minutes of the Bonsall Parish Council Meeting held on Tuesday 15th March 2022 at 7.30pm at
Bonsall Village Hall

Chair of the Council: Cllr Mark Harris

Clerk: Tony Payne 27 High St Bonsall DE4 2AS; telephone: 07306 311451; email: bonsallclerk@gmail.com

Minute No	Item	Action
15/3/1	Present: Cllrs Addis Barry Grover Harris J. Smith and Taylor. District Cllr Purdy and District and County Cllr Murphy. Mr T Payne (Clerk/RFO). Two members of the public.	
15/3/2	Apologies for Absence: Cllr S. Smith; K. Potter Peak Park Forum	
15/3/3	Variation to the Order of Business: none.	Clerk
15/3/4	Declaration of Interests: Cllr Harris and J. Smith declared non-pecuniary interests in item 15/3/8 (b) (Village Hall); Cllr Harris on the basis that his wife was a member of the Village Hall Committee, and Cllr Smith as a Committee member. Their interests were such that they were still able to speak and vote on the issue. Cllr Grover declared a non-pecuniary interest in item 15/3/8 (h) (Slinter Top Quarry) on the basis that noise levels he had experienced meant that he had an interest in the issue as a resident as well as a Councillor, but that he was able to speak and vote on the issue in order to represent the views of residents that had been passed on to him.	
15/3/5	Casual Vacancy: noted that no applications had been received to date, and that a new notice about the vacancy was being prepared for circulation.	Clerk / Cllr Taylor
15/3/6	Public Speaking: Motocross on the moor: a member of the public updated the Council with information that they had received relating to developments in action taken by District Council on the Noise Abatement Notice and lead contamination issues through a Freedom of Information request to Derbyshire Dales District Council. The member of the public offered to provide the supporting documentation to the Council. In relation to this matter, Cllr Purdy (DDDC) said that this is a confidential and complex case, and that there was a review meeting on 18th March and that after that he would send the Clerk any further available information. Another member of the public questioned the lead monitoring method being applied and the need for warning signs on the site. See further item 15/3/9(g). Refuse collection: Cllr Purdy referred to the independent report into the SERCO contract which he said showed that Serco were responsible for the collection problems that had occurred. He said that there were continuing problems, that the Council were looking at different options for the future, and that residents should continue to report problems with collection. Drainage work in the village: Cllr Murphy said that the County Council were looking at schemes for improvement of the highway drainage and culverts and that they were currently at the design stage. Bankside: Cllr Murphy said he had passed on the Parish Council's request for additional signage and was waiting for a response. Cllr Addis reported that another HGV had become stuck on the lane the previous weekend, and that the retaining wall was now bulging. This had also been reported to the County Council. Cllr Murphy said that he would chase progress on this. Slinter Quarry: Application CM3/0817/40 extension of the quarry to the south west: Cllr Murphy said that the County Council were still assessing the responses to the Environmental Impact consultation to which the Parish Council had responded in January 2022. In relation to the application for time extension on the current permission, Cllr Murphy said that this was being held in abeyance until it is considered to be a valid planning application, and that a Scoping Request was currently being prepared by the applicant. He said that the Council must follow statutory guidance and the Environmental Impact Regulations, and could not proceed until all information was available or they would be vulnerable to legal challenge. In response to questions from Cllr Grover and concerns about the current activity on site, noise	

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	levels and the status of planning permission for those activities, Cllr Dermot said that he would invite a Council officer to meet with concerned residents. (See further item 15/3/9(h)).	
15/3/7	Minutes of the last meeting: The Chair signed the minutes of the meeting held on 15 th February 2022.	
15/3/8	Chair's Announcements: the Chair welcomed Julia Milverton to the meeting who had just been offered the role of Clerk and Responsible Finance Officer from 01 April, and said that he wanted to record the thanks of the Council to the outgoing Clerk Tony Payne for his work on behalf of the Council over the previous 8 years.	
15/3/9	<p>VILLAGE MATTERS.</p> <p>a) Public toilets and CCTV: the Council considered a detailed report from Cllr S. Smith in relation to provision of a CCTV unit on the village hall to cover the public toilets in response to recent vandalism problems. Costs for a suitable unit were estimated at £700. After discussion it was agreed not to proceed with the proposal at present but to keep the situation under review and revisit if needed. The Council recorded thanks to Cllr Smith for his report.</p> <p>b) Village Hall: Cllr J. Smith reported that the Village Hall Committee was applying for lottery funding for a new disabled access and towards the cost of investigating structural problems at the front of the building. They were seeking Council support for that application; Cllr Addis proposed that the Council support the application and that was agreed.</p> <p>c) Local Government Boundary Commission Ward Boundary Review 2nd Consultation: the Clerk explained that there was a second round of consultations by the Boundary Commission in relation to ward boundaries. After discussion it was agreed to submit the circulated draft comments, which were based on those approved at the meeting on 18 January 2022 with minor amendments to meet the new consultation process.</p> <p>d) Personnel Committee: it was agreed (1) to adopt terms of reference for the committee as set out below, (2) to authorise the Clerk in consultation with Chair and Vice Chair to organise a first meeting; (3) that Cllrs Addis Grover J. Smith and S. Smith be members, and (4) that the Clerk seek person training for members:</p> <ul style="list-style-type: none"> • To determine all matters relating to terms and conditions of employment for staff • To determine staffing levels and management structure (subject to the full Council approving any changes causing a variation of more than 5% to the approved payroll budget) • To consider the salaries of all employees (subject to the full Council approving any changes causing a variation of more than 5% to the approved payroll budget) • To ensure that all employees are graded as per DALC / NALC guidance • To oversee the recruitment procedures for all employees • To keep under review staff work/life balance, working conditions and wellbeing, including the monitoring of absence • To ensure proper arrangements are in place to consider any appeal against a decision on pay issues • To consider and set objectives for the Clerk to the Council and, with the Clerk, monitor and review all staff performance annually • To make arrangements for staff training. • To monitor the Council's responsibilities for health and safety, welfare and employee support • To review and make recommendations to the full Council on all employment related policies, including Disciplinary and Grievance and the Recruitment, Selection and Equality and Diversity Policies. 	<p>Clerk</p> <p>Clerk</p>

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	<p>Membership</p> <ul style="list-style-type: none">• The Committee shall be appointed by the Council from amongst its members and shall consist of four councillors, with a quorum being 3 councillors.• The Committee shall elect a Chair and a Vice-Chairman for the year at its first meeting in every council year.• The Clerk of the Council is Secretary to the Committee; should there be matters requiring the Clerk to absent them self, the Chair will record that part of the meeting or delegate this task to another member of the committee.• Where a councillor is co-opted to the council after the committee membership has been selected for the current council year, if there is a vacancy, the committee may ask that councillor to join the committee but is under no obligation to do so. <p>Admission of the Public and Press</p> <ul style="list-style-type: none">• The initial position should always be in favour of disclosure of as much information as possible about the decisions the council takes, and only in limited circumstances should information be withheld, where there is a justification, in law, for doing so.• The Public and Press will be admitted to all meetings of the Committee in line with the Council's Standing Orders.• If required, the Committee will have the right to pass a resolution to exclude the press and public in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960 considering the specific permissible reasons detailed in Local Government Act 1972 Schedule 12A (as amended). Schedule 12A contains 10 categories of information which can be exempt, 3 of which relate specifically to Standards Committee or Sub-Committee meetings. All of them require consideration of the public interest (via the application of the public interest test in Section 2 of the Freedom of Information Act 2000) before passing a resolution to withhold the information by excluding the Public and Press.• Given the likely confidential nature of the discussions, it is likely that parts of these meetings will be in closed session, excluding not only the public but also on occasion, the staff <p>Meetings</p> <ul style="list-style-type: none">• The Committee will meet a minimum of twice per year• Public notice will be given of the meeting in accordance with the Local Government Act 1972 so as to allow a minimum of three clear working days notice (excluding Sundays and public holidays).• Declaration of Interests for Councillors will be a standing item on the agenda. <p>e) Highway storm damage: councillors discussed damage caused by recent storm water in particular on Yeoman Street (where the road surface had lifted again) High Street and Clatterway. Residents Councillors and the Clerk had all reported damage to the County Council via their website, and it was agreed to seek to encourage residents to do this to reinforce complaints. There were still deep potholes on High Street and Clatterway, and the Yeoman Street surface had not been fully repaired. It was agreed to report those further if not dealt with.</p> <p>f) Park and Vehicle Park: (1) Footpath condition: the Clerk reported a request to improve the surface area at the base of the steps following a fall by a resident. The problem had been referred to the County Council as highway authority responsible for the footpath surface, and it was agreed to await their response before taking any further action; (2) Vehicle Park group: it was agreed to meet on 30 March 2022; (3) Walling: it was agreed to ask the contractor when this was likely to be done; (4) Vehicle without tax/MOT: it was agreed to seek removal.</p> <p>g) Motocross site former White Low mine: the Council considered the comments made in Public Speaking by Cllr Purdy and members of the public. It was agreed to</p>	
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	<p>write to the District Council to seek the full background to the issues that had been raised, for an written update on the current state of enforcement action on noise and lead, and to express concern that the Parish Council had been provided material on this by a member of the public rather than by the District Council.</p> <p>h) Quarrying update Slinger Quarry: the Clerk reported five representations received from residents (previously circulated) complaining of recent noise levels attributed to the quarry and objecting to the delays in resolving the planning issues, and the processes adopted. It was noted that Cllr Murphy was seeking to arrange a meeting with residents, and it was agreed to request an update from the County Council on progress with the current applications.</p> <p>i) Churchyard: (1) Lychgate: the Clerk reported that repairs had been identified as needed to the lychgate in the closed churchyard area and that the PCC have referred this to the District and Parish Councils to consider responsibility. It was agreed to await the comments of the District Council before considering this further.(2) New wall in the DDDC area: the Council recorded their thanks to Mr. Biggin for his voluntary work in rebuilding the wall at the lower end of the District Council part of the churchyard, and for the professional quality of the work;(3) Mowing equipment maintenance: the Chair reported that a longstanding arrangement for the District Council to maintain Parish Council equipment (understood to have applied since the Council cemetery opened in about 2000) had been questioned by DDDC, who were seeking a service level agreement to govern the arrangement. It was agreed that the Clerk would respond to this to provide information on the maintenance work needed.</p> <p>j) Peak District Rural Housing Association: the Council had received a request to discuss provision of affordable housing in the Peak National Park area. It was agreed that, in view of the very small area of potential housing land within the Park area the Association be asked to confirm whether they thought discussions would be useful.</p> <p>k) DDDC Jubilee grant: the Clerk reported that there was grant funding up to £500 available for Parish Council organised Jubilee events, or for funding via the Parish Council for local groups holding events. It was agreed the Council would not be able to be involved in event organisation, but that the availability of the grant for groups should be publicised.</p> <p>l) DDDC Projects Fund: further to minute 18/1/9 (c) of 19th January 2022, the Clerk reported that a grant application had been sent to the County Council Community Leadership fund for the Welcome Pack. It was agreed to apply to the DDDC Projects Fund in relation to the cost of planter boxes.</p> <p>m) Parish Council plan: it was agreed to refer this for public consultation at the Annual Parish Meeting.</p> <p>n) Cemetery: it was agreed to approve the request for the first plot in the area of the cemetery, and noted that a memorial application would be submitted in due course. Also noted that an amendment to the Burial Policy to require memorial tablets would be brought to the next meeting.</p> <p>o) Clerk/RFO: (Julia Milverton left the room for this item); the Chair reported on interview arrangements and it was agreed to confirm the appointment of Julia Milverton as Clerk and Responsible Finance Officer subject to receipt of satisfactory references. It was also agreed that Tony Payne would be asked to stay for a further three months period in an assistant role to deal with induction training and year end finance work.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
15/3/10	<p>Finance:</p> <p>a) Monthly Payments received: none.</p> <p>b) Statement/ Annual Accounts: the statement for period 11 detailing income and expenditure to 28 February 2022 was approved.</p>	

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	<p>c) Internal audit: Cllr Taylor reported that she had conducted a random audit of three items of income and expenditure from the bank account; she confirmed that they were properly authorised, documented, and accounted for. Noted.</p> <p>d) Bank Charges: the Clerk reported that a request to waive charges had been turned down;</p> <p>e) Pay rates: (1) the NALC 1.75% increase for all staff from April 2021 was noted; (2) Current Clerk/RFO pay rate (the Clerk left the room during this item) it was agreed that with effect from February when DALC had evaluated the Clerk/RFO role, the current Clerk should be paid at his equivalent point at the top of the new pay scale (point 28), and that this rate should be applied until the end of his employment.</p>	Clerk																																																																												
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15/3/11	<p align="center">Planning</p> <ul style="list-style-type: none"> T/22/00027/TCA; 22 Church Street: fell 2 no. Western Red Cedar T1 and T2; and T/22/00028/TCA; H Strange And Son The Fountain the Dale: to fell 2 no. T1 and T7 Ash trees, cut Ivy and leave to die off at base of 2 no. T3 and T4 Sycamore trees, fell 1 no. T5 Thorne tree. Coppice approximately 15 no. G1 Elm trees and approximately 20 no. G2 Elm trees: these two applications had already been determined by the District Council at the time of the meeting so there was no discussion or decision on these by the Council. T/22/00034/TCA; 1 Hollow Brook Clatterway: To fell 3 no. Alder trees to as near to ground level as practicable; after viewing the plans and discussion it was agreed to make no objection to this application. 	Clerk																																																																												
15/3/12	<p>(1) Next Parish Council meeting: Tuesday 19th April 2022 at 7.30pm; (2) August meeting: it was agreed that for the future there should be no August meeting unless urgent business required it; noting that the Planning Committee could meet if needed.</p>																																																																													

Signed