

Bonsall Annual Parish Meeting
Minutes of the Annual Parish Meeting held on Tuesday 15th May 2018 from 7.00pm to 7.30pm at
Bonsall Village Hall.

Clerk: Tony Payne 27 High St Bonsall DE4 2AS Telephone: 01629 822311 email: bonsallclerk@gmail.com

Present

Parish Councillors Addis, Barry, Grover, Pountain and Watson, District Cllr Pawley, Mr T Payne (Clerk) and one member of the public.

1. Minutes of the last meeting: the minutes of the meeting of 16th May 2017 were approved

2. Report from the Chair of the Bonsall Parish Council for 2017/18

Councillor Addis delivered the Chair's report on behalf of Councillor Harris who was unable to attend.

The last 12 months have been another extremely busy year for the Parish Council (PC). There have been several significant developments that have been completed and a number that we are still very much ongoing. Overall, I believe we have made further significant improvements and I would like to thank all Councillors and staff as well as the many Bonsall residents who have supported us during the year. I would particularly like to recognise our RFO and Clerk Tony Payne for his ongoing professionalism and commitment during the year. I would also to convey a huge thanks as well to Peter Spencer, Leigh Johnson and Mick Biggin for their continued hard work in supporting the village.

In no particular order, I would like to highlight the following key developments over the last 12 months:

- **Park Lease Update**
 - We had a very successful public consultation during the summer that also received some very good publicity. We had over 280 responses to the questionnaire from both within the village and beyond. 99.2% of responses were in favour of retaining the play area and vehicle park.
 - The Diocese reconsidered their Heads of Terms and reissued these proposing a 5-year lease with their requirement if they wanted to break the lease of having to notify us at least 2 years before the end of the 5-year term. Final discussions and agreement are still to be made but we hope this can be completed in the next few months.
 - Further significant increase in the precept was agreed to fund the lease and legal costs.
- **The closure of the Via Gellia** in the Autumn of last year posed a number of serious challenges for the PC, villagers, businesses and Derbyshire County Council. The closure did cause major issues but I believe we mitigated the issues as best as we could. We were very well supported by our DDDC and CC Councillors.
- **Many new / revised policies** have been adopted during the year, these include;
 - New employment Terms and Conditions
 - Grievance and disciplinary policy
 - Bonsall PC Co-option policy
 - Recruitment, Selection, Equality and Diversity policy
 - Environmental policy
 - Financial Regulations
 - Grant policy
 - Health and Safety policy
 - Standing Orders
 - Churchyard Management Plan (thanks to Mick Biggin)
 - Document Retention policy
 - Planning Committee Terms of Reference
- **New Notice board for Uppertown** purchased and sited

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- **With the co-ordination of Liz Stoppard we have a rebuilt bus shelter** in the village that is an excellent facility in keeping with a Peak village. Thanks to Liz for her endeavours.
- **We have just purchased 2 new defibrillators** for the village (Dale and Townhead). Thanks to the working group who enabled this to happen with such pace.
- **Speedwatch.** We have carried out Speedwatch training to 5 PC councillors / village residents and further to this carried out 3 speed monitoring exercises during the last 6 months. Further are needed as speeding is still an issue in the village (particularly the Clatterway).
- **Churchyard**
 - Burial Working group have met several times to review and progress the need for further burial plots. Studies have been completed to assess the feasibility of extending the existing burial ground.
 - Bonsall PCC have agreed to make safe the Lime trees on the Church Street boundary (subject to ongoing discussions about responsibility for this area).
 - Burial ground risk assessment completed March
 - Responsibilities for maintenance in the Church yard have still not been clarified. This needs to be progressed as a matter of priority.
- **Moor Lane and Moor End Lane signs** have finally been erected.
- **Public toilet consultation.** DDDC are looking to pass responsibility of maintaining the public toilets on to the Parish and we are keen for this to happen. We need to satisfy the DDDC that ownership of toilet block by a village resident is not an issue in progressing handover of maintenance.
- **Lamp post poppy** campaign successful for Remembrance.
- **Slinger Quarry.** We have had many complaints from residents about noise from the Slinger Quarry extension. We the PC had initially had no objections to the Planning application but once work started we raised our objections to the planning application. There have been serious concerns regards the lack of pre-planning consultation, these are being progressed by our DDDC and CC Councillors. The noise is primary as a result of the new access route that is being created, this was due to be completed by 4-6 months. This is now looking more like 9-12 months.
- **We have had to revise our approach to gritting** during the winter. Many thanks to Sam Hopkinson who supported us in collecting grit for the grit bins over the last few months.
- **We co-opted a new Parish Councillor** following the resignation of a PC. A huge welcome to Roger Watson who recently joined Bonsall PC.

The report was received with thanks by the meeting.

3. . Report from the Finance officer of Bonsall Parish Council Income and Expenditure 2017/18 and Precept: (see accounts at end of minutes appendix 1)

Precept: it was reported that the precept for 2018-19 had increased from £14,134 to £18,500 in order to accommodate the cost of taking over management responsibility of the Park Bottom and vehicle park during the course of the financial year, in particular to cover the legal and agents fees on the transfer. The accounts were approved by the meeting.

4. Discussion on means of improving communication within the village and between village organisations: Cllr Richard Grover produced a report showing examples of communication methods used by local villages (appendix 2). Villages differed; some used a village or parish FaceBook page in addition to a

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website, and/or a monthly newsletter. The more successful villages seemed to be those that pooled resources between organisations to communicate rather than relying on the Parish Council. It was felt that a FaceBook page for the village may be very useful, but it needed to be administered by a group or individuals who were separate from the Parish Council, so as to be more independent and less reliant on the Council's resources.

Cllr Denise Pountain reported that the Carnival Committee were keen to use the 'Parish Council' website. This was welcomed, as the website was always intended to be a resource for the village as a whole.

There was discussion on the limitations of the current site, in particular that it was not straightforward to input new information, the Parish Council section needed to be separated out for ease of access to key documents, and certain areas, such as the 'Information' pages, needed to be fully updated. It was agreed that ideally a new village website should be commissioned.

It was agreed to put this subject on the next agenda of the Parish Council with a view to reactivating a village working group to look at this, and in the meantime to work with the Carnival committee to enable them to access the current website.

The meeting thanked Cllr Richard Grover for his report.

5. To Consider any other Parish Matter that may be brought forward by the Council or local government electors: none.

Signed

Appendix 1: Annual Accounts 2017-18

BONSALL PARISH COUNCIL FINANCIAL STATEMENT for 01 April 2017 to 31 March 2018

<u>INCOME</u>	<u>YTD</u> £	<u>Budget V3</u> £	<u>Variation</u> £
Precept	14,134.00	14134	0
DDDC Churchyard Maintenance	0.00	1200	-1200
DCC p3 agreement - Footpaths	990.00	495	495
Bank Interest	4.19	6	-2
Burial Fees	2,130.00	1000	1130
VAT refund	304.16	275	29
Defibrillator fund	720.00		
Miscellaneous (Transparency Fund grant)	725.00	100	625
Income for month			
Total Income	19,007.35	17,210	1797
<u>EXPENDITURE</u>	<u>YTD</u> £	<u>Budget V3</u> £	<u>Variation</u> £
Clerk's Salary	4278.47	5788	-1510
RFO's Salary	1170.08	1849	-679
Footpath Maintenance (Salary)	1173.78	1786	-612
Footpath Maintenance Materials	211.73	315	-103
Churchyard Maintenance (Salary)	839.84	1091	-251
Churchyard Maintenance Materials	87.10	103	-16
Village Handyman (Salary)	291.40	496	-205
Payroll and Accounts	222.00	245	-23
PAYE	2597.42	0	2597
Admin Expenses	1135.33	450	685
Lighting	215.21	258	-43
Insurance	559.93	560	-0
Training	20.00	200	-180
DALC / Subscriptions	96.00	430	-334
Machinery & service	188.04	400	-212
Village Hall Rent	192.00	192	0
Web site fee	126.89	118	9
Plants & Christmas trees	305.85	229	77
Grit, litter bins benches and signs	987.28	800	187
WC cleaning	1125.00	1250	-125
General grants and Donations	250.00	500	-250
Burial ground maintenance (Parish C'I area)	140.90	1900	-1759
Legal/admin costs Vehicle Park	60.00	1500	-1440
Rent park area	0.00	200	-200
Maintenance park area	0.00	1000	-1000
Park play equipment	0.00	0	0
Funding available for new projects	0.00	500	-500
Month Expenditure			
Total Expenditure	16274.25	22160	-5886
Projected Budget Surplus (Deficit)		-4,950	
Surplus/(Deficit) for the Year to date			2,733.10

Appendix 1: Annual Accounts 2017-18

BANK RECONCILIATION

		£		£
Opening balance from previous year b/f		10,956.46		
Add: Surplus/Deficit to date		<u>2733.10</u>		
	Sub total	13689.56		
Add unpresented cheques:				
	1787	102.00		
	1788	621.05		
	1789	20.00		
			Current Account	500
			<u>Deposit Account</u>	<u>13932.61</u>
	Total	<u>14,432.61</u>	Total	<u>14432.61</u>

Appendix 2: Typical Village Communication Methods

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Village Communication methods - (Typical samples)						
Population	Parish Council	UK Council PC	Village Website	Parish Council Facebook	Village / Social Facebook	Monthly paper /
850	Yes	No	No	No	No	Yes
500	Yes	Yes	Yes	Yes Joint with PC		No
600	Joint	No	Joint	Yes Joint with PC		Yes
1,500	Yes	No	No	No	Yes	No
600	Sort of	No	Yes	No	Yes	Yes
1,900	Yes	Yes	No	No	No	No
2,000	Yes	No	No	No	No	No
3,000	Yes	Yes	Yes	No	Yes	on line
2,800	Yes	No	Yes	No	Yes	Yes
3,100	Joint	No	Joint	No	Yes	Ad hoc
3,900	Yes	No	No	Yes	Yes	No
5,500	Yes	N/A	Various	Yes	Yes	on line