

LITTON PARISH COUNCIL
Minutes of the Annual Meeting
held on 18th May 2026 at 7.15pm in Litton Village Hall

PRESENT: Cllr Saxby in the Chair
Howe, Rennie & Rooke

IN ATTENDANCE: G Turner, Clerk

3158 ELECTION OF CHAIR

The first item of business transacted was the election of a Chair. Councillor Howe proposed and Councillor Rooke seconded that Councillor Saxby be elected as Chair.

There being no further nominations **IT WAS RESOLVED:** That Councillor Saxby be re-elected as Chair of the Parish Council for the period to the next Annual Meeting of the Council.

Councillor Saxby signed the Declaration of Acceptance of Chair and took the Chair.

3159 ELECTION OF VICE-CHAIR

Councillor Rooke proposed and Councillor Saxby seconded that Councillor Howe be elected as Vice-Chair.

There being no further nominations **IT WAS RESOLVED:** That Councillor Howe be elected Vice Chair of the Parish Council for the period to the next Annual Meeting of the Council.

Councillor Howe signed the Declaration of Acceptance of Vice Chair.

3160 APOLOGIES FOR ABSENCE were received from Councillors Brunt & Gregory

3161 DECLARATION OF INTERESTS - There were no interests declared for agenda items.

3162 PUBLIC PARTICIPATION – There were no members of the public present at the meeting.

3163 MATTERS TO BE DISCUSSED FOLLOWING THE EXCLUSION OF THE PUBLIC AND PRESS

There were no agenda items that required the exclusion of members of the press and public under the Public Bodies (Admission to Meetings) Act 1960 s1.

3164 MINUTES OF THE MONTHLY COUNCIL MEETING HELD ON 21ST APRIL 2026

IT WAS RESOLVED: That the Chair be authorised to sign the minutes of the monthly council meeting held on 21st April, as being a true and correct record.

ACTIONS FROM THE MINUTES

- **2990 Update on War Memorial and Land at Cressbrook & 3083 Tree Maintenance at the War Memorial Land Cressbrook** – It was noted that the Stone Waller has looked at the wall but that his quote and recommendations have not yet been received.
- **3128 Update on the incursion onto the Village Greens**
It was noted that Councillors Rooke and Saxby, together with the Clerk, had met with the owners of The Cottage, Litton Dale, to discuss the improvements they wish to make to the area immediately outside their property. This area comprises a bridleway owned by DCC and a piece of Village Green owned by the Parish Council.

Councillors Rooke and Saxby explained to members that the property owners propose to replace the existing paving slabs—originally placed on the Village Green by previous owners—with slabs more in keeping with the surrounding area. They also assured Councillors that there would be no further encroachment onto the Village Green.

The owners would additionally like to install a small edging along the boundary of the Village Green outside their property to clearly distinguish it from the bridleway that runs immediately alongside. Councillor Rooke stated that he had reminded the owners that the track in front of the property is a designated bridleway and that any alterations to this area would need to be discussed with DCC.

IT WAS RESOLVED: that as long as there was no further encroachment onto the Village Green the Parish Council could accept the replacement of the paving slabs that have already been laid and the edging of the village green between the bridleway and the village green.

IT WAS ALSO AGREED: That to ensure the Village Green is protected, an agreement should be signed setting out the proposal and responsibilities.

3165 PLANNING APPLICATIONS - none

3166 FINANCE

- (i) The Clerk submitted a schedule of payments in the sum of £2,883.60 for approval together with a bank reconciliation as at 18th May 2026.

IT WAS RESOLVED: That the schedule of payments be signed and the accounts to which they relate be paid.

The current account balance as at 18th May 2026 was £21,592.55 and the reserve account balance was £8,063.81.

- (ii) The Annual Internal Audit Report was received and noted.
(iii) The Annual Governance Statement 2025/26 – AGAR Part 3, Section 1 was approved and signed by the Chair and the Clerk.
(iv) The Accounting Statement 2025/26 – AGAR Part 3, Section 2 was approved and signed by the Responsible Finance Office and the Chair.
(v) The Variance Analysis 2025/26 was received and noted.
(vi) The Bank Reconciliation at 31 March 2026 was noted and signed by Councillor Rennie.
(vii) It was noted that the dates for publication of the unaudited AGAR will commence on 3rd June and end on 14th July 2026.

3167 TO CONSIDER ENTERING INTO A 3 YEAR INSURANCE CONTRACT

IT WAS AGREED that as this will offer insurance premium stability for the next 3 years it would be prudent to enter into a 3-year agreement as advised by the insurance broker.

3168 CONSIDERATION OF THE MONTHLY PLAYGROUND REPORT AND REPLACEMENT SLIDE UPDATE

Councillor Rooke stated that there were no changes to the condition of the playground equipment.

The Clerk stated that she had not yet managed to contact any of the play equipment companies regarding a replacement slide.

3169 TO CONSIDER THE LEANING TREE ON THE VILLAGE GREEN IN LITTON DALE

It was noted that the tree surgeon has yet to visit the leaning tree on the Village Green at Litton Dale to determine what maintenance is required.

3170 TO CONSIDER FEEDBACK/ACTIONS FROM THE ANNUAL PARISH MEETING

Following further consideration of a pond at the Cemetery, Councillor Rooke proposed and Councillor Rennie seconded that a pond would be difficult to maintain and that an alternative plan for that area of the Cemetery should be found. **ALL AGREED.**

IT WAS AGREED: That due to the frequency of the fencing at Cressbrook carpark requiring maintenance, the Parish Council will look at the feasibility of installing recycled plastic post and rail fencing. Councillor Saxby will find out how much the materials would cost from William Eyres & Son.

IT WAS AGREED: That as the wall has not yet been repaired on Cressbrook Village Green the Parish Council will look to get it repaired.

It was noted that BT have put the repainting of the telephone box at Litton Mill on their maintenance schedule, however it may not be done this year.

3171 REVIEW OF THE STANDING ORDERS

The Standing Orders were circulated to members for review.

IT WAS RESOLVED: That the Standing Orders be approved for the next 12 months.

3172 REVIEW OF FINANCIAL REGULATIONS

The Financial Regulations were circulated to members for review.

IT WAS RESOLVED: That the Financial Regulations be approved for the next 12 months.

3173 REVIEW OF THE RISK ASSESSMENT

A revised Risk Assessment was circulated to members for review.

IT WAS RESOLVED: To adopt the Risk Assessment for the next 12 months.

3174 TO CONSIDER ADOPTING THE DRAFT BUSINESS CONTINUITY

A draft Business Continuity Plan was circulated to members for review and adoption.

IT WAS RESOLVED: To adopt the Continuity Plan for the next 12 months.

3175 TO REVIEW THE FIXED ASSETS

The Council's fixed asset register was circulated for review. It was noted that the Council's old laptop was removed from the register during the year.

IT WAS RESOLVED: That the Register of Fixed Assets accurately records the Parish Council's assets.

3176 TO CONSIDER SIGNAGE ON THE VILLAGE GREEN IN FRONT OF THE GREEN ASKING CARS NOT TO BLOCK THE LANE OR PARK ON THE VILLAGE GREEN

Following discussion **IT AS AGREED** to place 3 signs saying 'No Parking Access Required' on the Village Green in front on the access road to the cottages on The Green in Litton.

3177 TO CONSIDER PLACING PLANTERS WHERE THE AIR AMBULANCE RECYCLE BINS HAVE BEEN REMOVED

Following discussion **IT WAS RESOLVED:** Not to place planters on the Village Green in the area where the recycle bins were removed.

3178 CORRESPONDENCE

Correspondence received by Clerk since the last Council Meeting:

- Request from Tideswell Parish Council that the Council supports a request to DCC for a new dog mess bins on Conjoint Lane. **IT WAS RESOLVED:** To support an application for a bin on Conjoint Lane and suggested an ideal place might be at the finger post pointing towards Litton Edge. The Clerk will contact DCC.

There being no further business the Chair declared the meeting closed at 9.12pm.

DRAFT UNADOPTED