

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 19 March 2018 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs N Gregory, R Rennie, G Rooke & C Thirtle

IN ATTENDANCE: G Turner, Clerk

1911 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1912 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

Councillor Thirtle reported on behalf of PCSO Ian Phipps that there have been a few incidents of sheep rustling in the area and that residents should be vigilant for any suspicious looking vehicles, especially at night.

1913 MINUTES OF THE COUNCIL MEETING HELD ON 12th FEBRUARY 2018

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1914 ACTIONS FROM THE LAST MEETING

-1847 Memorial Playing Field – benches, notice, waste bin

Councillor Evans reported that no progress had been made due to the adverse weather. It was noted that DDDC are not authorising further waste bins and that to position one at the MPF would require one to be moved from elsewhere in the village.

IT WAS AGREED: to defer benches and notice to the April meeting and to consider whether a waste bin needs to be moved to the MPF at a later date in the light of waste becoming a problem.

-1863 It was reported that the parts to repair the slide had been delivered.

IT WAS AGREED: that Councillors Thirtle and Rooke will fix the slide as soon as practicable.

IT WAS ALSO AGREED: That the Council will erect a post and rail fence across the top of the playground with the land beyond the fence being set aside as a natural area.

IT WAS FURTHER AGREED: That the Council will write to DDDC requesting that they remove the herring fence recently erected at the playground to enable the fence to be erected.

IT WAS FURTHER RESOLVED: That Councillor Rooke will attend the annual ROSPA inspection due in May.

-1871 A report was circulated to members.

IT WAS RESOLVED: To offer the Handy Person a new 1 year rolling contract at a cost to the Council of £1,400 per annum.

-1895 It was reported that the transfer of ownership of the land at the playground had been agreed and that there would now be a consultation period.

-1897 **IT WAS AGREED:** That the Council will hand Neil and Kerry Burrows its land registry compliant survey of the areas of land to be exchanged and request that they instruct a solicitor so that this matter can be progressed.

MATTERS TO BE DISCUSSED FOLLOWING THE EXCLUSION OF THE PUBLIC AND PRESS It was resolved under the Public Bodies Admission of Meetings act 1960 s1 to exclude members of the press and public for the discussion on the following part of action 1881 under item 5, 1905 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

-1905 **IT WAS RESOLVED:** To offer P. Riley Groundcare the Parish's grass cutting contract, initially for 1 year, at a cost to the Council of £5,400.

-1906 Councillor Gregory informed members that Phase 2 of the tree maintenance programme will commence on 9th April with the removal of the pine tree on Litton Mill village green, followed by maintenance on the trees on the village greens outside The Old Shop and Curzon Farm in Litton on 10th and 11th April.

IT WAS AGREED: That a copy of the before and after views of Phase 2 of the tree maintenance programme be placed on the village noticeboards and website.

-1907 It was reported that James Warriner and Councillors Thirtle and Evans had cleared much of the boundary hedges at the cemetery.

IT WAS AGREED: That James Warriner be engaged to clear the remaining boundary at a cost of £185.

IT WAS FURTHER AGREED: That the overgrown berberis at the entrance to the cemetery should be removed and that Councillor Thirtle will ask the contractor laying the new driveway for a cost for its removal.

1915 APPOINTMENT OF COUNCILLORS

It was noted that Councillor Thirtle had submitted his resignation and that he would leave the Council immediately after the Annual Meeting in May.

A number of councillor applications were circulated to members.

RESOLVED: That Jayne McMillan and Kevin Oscroft be co-opted as councillors.

IT WAS ALSO RESOLVED: That when the next 2 vacancies arise preference will be given to applicants from Litton Mill and Cressbrook.

1916 ANNUAL PARISH MEETING

The Chair presented the Annual Parish Meeting slides to members.

IT WAS AGREED: That the slides be approved.

1917 PLANNING APPLICATIONS

Application Number NP/DDD/0218/0139 Mayfield Farm, Litton Slack

RESOLVED: To support the application as the Council consider that farming is an essential part of the Peak Park, contributing to the local economy in many ways.

1918 DALC SUBSCRIPTION 2018/19

IT WAS AGREED: That as there will be a number of new councillors requiring training this year the Council will pay the DALC subscription that includes Group 1 training for 2018/19.

1919 SNOW WARDEN

The Snow Warden's report was circulated to the meeting.

IT WAS RESOLVED: To thank Nicky Loveday for her work as Snow Warden, especially during the recent bad weather.

1920 ABANDONED CAR

It was noted that the police and DVLA are aware of the abandoned car in Litton and they are pursuing their procedures for its removal.

1921 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1569 to 1575 in the sum of £5,750.22 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

ALSO RESOLVED: That the comparison between budget and actual spend is approved.

1922 CORRESPONDENCE

An email from Friends of Litton School, requesting that the Christmas trees be delivered in time for the school's Christmas Fair on 1st December, was circulated to members.

Councillors noted that for the tree to be decorated in time for the Christmas Fair it would need to be delivered by 23rd November and that this was perhaps a bit early for other villages.

IT WAS THEREFORE RESOLVED: That Councillor Rennie would ask Friends of Litton School whether the fair could possibly be held a week later on the 8th December.

There being no further business the Chair declared the meeting closed at 9.58pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 12th February 2018 at 7.30pm at Cressbrook Club

PRESENT: Cllr J Evans in the Chair
Cllrs N Gregory, R Rennie & C Thirtle

IN ATTENDANCE: G Turner, Clerk

1900 APOLOGIES FOR ABSENCE

Cllr G Rooke – work commitments

1901 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1902 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

Councillor Thirtle reported on behalf of PCSO Ian Phipps that as well as the continued spate of vehicle thefts and thefts from outbuildings, there had been recent reports of lead being stolen from churches. Residents are therefore reminded to remain vigilant.

1903 MINUTES OF THE COUNCIL MEETING HELD ON 22nd January 2018

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1904 ACTIONS FROM THE LAST MEETING

-1847 Memorial Playing Field – benches, notice, waste bin

IT WAS AGREED: to defer this item to the March meeting.

-1863 Playground – notice, repair to slide

IT WAS AGREED: to defer this item to the March meeting.

-1871 Councillor Thirtle outlined discussions that he and Councillor Gregory had had with the Handy Person, regarding additional works in the year 3 contract.

IT WAS RESOLVED: That Councillor Thirtle will discuss with the Handy Person the possibility of aligning the handy person contract with the Council's financial year and thereby starting the new expanded contract in April.

-1895 Playground land transfer to Parish Council

AGREED: to defer this item to the March meeting.

-1897 Sunnybank and Registration of Village Greens

IT WAS AGREED: to defer this item to the March meeting.

1905 GRASS CUTTING CONTRACT

A report was circulated to members.

IT WAS RESOLVED: That Councillors Rennie and Gregory will meet with two of the applicants to discuss their working methods in more detail.

1906 TREE WORK

Councillor Gregory reported that he had received only positive comments so far to Phase 1 of the tree work undertaken at the cemetery and on the village greens in Litton.

Councillor Gregory also informed members that the estimated cost for Phase 2 of the project was £270 overbudget at £2,350.

IT WAS AGREED: That the additional expense of £270 be approved.

IT WAS RESOLVED: That in light of the positive comments following Phase 1 of the tree maintenance schedule the Council will instruct N&G Tomlinson to start Phase 2 in April.

IT WAS ALSO RESOLVED: That a diagram showing the work to be undertaken in Phase 2 of the project should be displayed on the Council noticeboards, the pub and also the Council's website.

1907 CEMETERY MAINTENANCE

Councillor Thirtle outlined plans to cut back the trees and undergrowth along the boundary of the cemetery. It was noted that for £185 per day the Council could enlist the help of James Warriner who would bring with him the necessary machinery to complete the clearance work.

RESOLVED: That the work will be undertaken on 19th February and that James Warriner will be employed for one day to help with the work along with any available volunteers.

1908 ANNUAL PARISH MEETING

A report, draft flyer and presentation were circulated to Councillors.

IT WAS AGREED: That the Annual Parish Meeting will be held on Wednesday 21st March, 7pm until 8pm in Litton Village Hall.

IT WAS FURTHER AGREED: That the flyer is approved and the Clerk will print copies for distribution the week beginning 12th March.

IT WAS ALSO RESOLVED: That following discussion and minor amendment the presentation is approved.

1909 PLANNING APPLICATIONS

It was noted that no planning applications had been received since the last Council meeting.

1910 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1566 to 1568 in the sum of £725.69 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

An invoice, in addition to those on the schedule, from N&G Tomlinson in respect of Phase 1 of the tree maintenance project, in the sum of £1,570, was also submitted,

IT WAS AGREED: That the invoice in the sum of £1,570 be paid.

There being no further business the Chair declared the meeting closed at 9.35pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 22nd January 2018 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs N Gregory, R Rennie & C Thirtle

IN ATTENDANCE: G Turner, Clerk

1888 APOLOGIES FOR ABSENCE

Cllr G Rooke – work commitments

1889 ELECTION OF VICE CHAIR

Councillor C Thirtle proposed and Councillor R Rennie seconded that Councillor N Gregory be elected as Vice Chair.

There being no further nominations it was therefore

RESOLVED: That Councillor N Gregory be elected Vice Chair of the Parish Council for the period to the next Annual Meeting of the Council.

It was noted that Councillors Evans & Thirtle have stated their intention to resign at the next Annual Meeting in May and it is therefore imperative that new Councillors are found in the near future.

RESOLVED: That an appeal for new Councillors will be made on the Annual Parish Meeting Flyer, to be distributed to all households and that current Councillors actively seek out prospective candidates.

1890 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1891 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

1892 MINUTES OF THE COUNCIL MEETING HELD ON 20th November 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1893 ACTIONS FROM THE LAST MEETING

- 1841 A map showing the white lining and signage markings proposed by DCC for the roads in Litton, was circulated to members.

RESOLVED: That the proposed road marking scheme is approved and that the Parish Council would prefer solid white lines rather than 'Keep Clear' markings.

- 1847 It was reported that the 2 picnic benches for the Memorial Playing Field had been delivered but that they still needed fixing into position and the plaques attached.

RESOLVED: That the original notion of erecting a 'dos' and 'don'ts' list at the memorial playing field was not necessary and that Councillor Rooke should order a 'No dogs allowed' sign instead.

An email from DDDC regarding the placing of a new waste bin near the Memorial Playing Field, was circulated to members.

IT WAS AGREED: That a small lidded waste bin should be attached to a post on the green just outside the Memorial Playing Field.

RESOLVED: That the Clerk contact DDDC to ask whether there are any criteria that the Parish Council should be aware of before purchasing the bin.

- 1863 An email from Proludic Ltd, stating that the repairs required to the slide would not be covered under its warranty, was circulated to members. It was noted that they had however offered a 30% discount on the parts required.

IT WAS AGREED: That the Clerk should order the parts at a cost of £245.73 with the cost being met from the playground sustainment fund.

It was noted that the 'no dogs allowed' sign had been received and would be put on the gates in the near future.

- 1871 Councillor Evans outlined, for the benefit of the Councillors who were absent from the November meeting, the discussions which took place in relation to the expansion of year 3 of the handy person contract.

IT WAS RESOLVED: That Councillor Thirtle will hand over the management of the Handy Person contract to Councillor Gregory.

- 1874 **IT WAS RESOLVED:** That the plan under the Rights of Way minor maintenance agreement to lay a hard base on the muddy footpath leading off Bottomhill Rd could not reasonably be completed in this financial year. The Council will therefore not participate in the scheme for 2017/18.

-1885 It was noted that the contract with TCL North, for mowing and strimming in the parish, had been terminated and an advert inviting tenders for a new 3 year contract had been placed in the Peak Advertiser, Village Voice and various noticeboards.

IT WAS RESOLVED: That the Clerk will contact TCL North asking for all outstanding invoices to be submitted as soon as possible, but at the latest by the end of March 2018.

-1886 It was reported that work on cutting down of the diseased cedar tree in the cemetery and Phase I of the tree maintenance schedule would start on 30th January 2018.

It was also noted that Phase II of the tree maintenance schedule had been approved by the Peak District National Park Authority.

RESOLVED: That Councillor Gregory will ask Tomlinson (the firm contracted to undertake Phase I), whether it is possible to schedule Phase II to start before April.

IT WAS ALSO AGREED: That a notice will be placed on the Litton noticeboard alerting residents to the fact that the large sycamore on Old Shop Green is to be removed, as it has a considerable lean and is intertwined with power cables. Its removal will allow the smaller Lime below it to flourish.

1894 BUDGET AND PRECEPT FOR 2018/19

A copy of the draft budget and precept was circulated to members.

Councillors were asked to consider a 3% increase in the precept for 2018/19 to allow more work to be undertaken as part of the handyperson contract.

IT WAS RESOLVED: That the budget and a 3% increase in the precept for 2018/19 be approved.

1895 PLAYGROUND

A letter from DDDC regarding the transfer of the land at the playground to the Parish Council was circulated to members.

RESOLVED: That following a number of assurances and clarifications from DDDC, the Council agrees to the land being transferred from DDDC ownership to the parish Council's.

IT WAS ALSO RESOLVED: That the Council will approach Mr Outram to act on its behalf in the transaction.

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

It was resolved under the Public Bodies Admission of Meetings act 1960 s1 to exclude members of the press and public for the discussion on the following part of action 1881 under item 9 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

1896 VILLAGE GREEN LICENCES

A further letter from Favell Smith & Lawson, solicitors was circulated to members.

IT WAS AGREED: That a response to the letter will be drafted and circulated via email for comment prior to being sent.

Following the above item, the press and public were readmitted to the meeting.

1897 SUNNYBANK AND REGISTRATION OF VILLAGE GREENS

Councillor Evans gave members an update on the current position with regards to the land swap with Sunnybank.

IT WAS RESOLVED: That the Council will obtain costings for all the village greens to be surveyed and registered at the Land Registry.

1898 PLANNING APPLICATION

NP/DDD/1117/1193 – 1 River View, Litton Mill

Extension and alterations to out buildings.

It was noted that following consultation, per the agreed recess procedure, a response to this application had been sent.

1899 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1557 to 1565 in the sum of £1,453.96 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

There being no further business the Chair declared the meeting closed at 9.40pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 20th November 2017 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs L Rayner, R Rennie & G Rooke

IN ATTENDANCE: G Turner, Clerk

1875 APOLOGIES FOR ABSENCE

Cllr C Thirtle – training course
Cllr N Gregory – work commitments

1876 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1877 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

1878 MINUTES OF THE COUNCIL MEETING HELD ON 16th October 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1879 ACTIONS FROM THE LAST MEETING

-1756 A report was circulated to members comparing and contrasting the quotes for the work to resurface the cemetery main drive.

RESOLVED: That the contract to resurface the cemetery driveway will be offered to Woods.

-1831 It was noted that despite sending a chasing letter, the Council is still awaiting a response from Mr & Mrs Brown's solicitor.

RESOLVED: to defer this item to January's agenda.

-1841 Councillor Rooke reported that he had not received a response to his email to DCC, regarding the amendments to the proposed road marking scheme, which were agreed at the October Council meeting.

RESOLVED: That the Clerk will write to DCC reiterating the proposed

amendments to the road marking scheme.

- 1847** It was reported that the 2 picnic benches for the Memorial Playing Field will be delivered on Tuesday 28th November.

RESOLVED: That Councillor Rayner will liaise with Mike Renger regarding attaching the memorial plaques to the benches.

IT WAS FURTHER AGREED: That Councillor Rayner will circulate the 'dos' and 'don'ts' list for the Memorial Playing Field via email for approval, before arranging for them to be made into a sign.

- 1860 RESOLVED:** That Tomlinson be the contractor for Phase 1 of the tree maintenance programme based on the lowest quote.

- 1863** Councillor Rooke reported that he had ordered a sign saying 'No ball games please use Memorial Playing Field', for the playground field gate.

Councillor Rooke also reported that he had identified the part number required for the repair to the slide and had been in contact with Proludic.

IT WAS AGREED: That as the part in need of repair might be covered by the Certificate of Guarantee issued by Proludic, the Council will write to them requesting the process for having the part replaced under the guarantee.

- 1871** A report was circulated to members in relation to the expansion of the handy person contract for 2017/18.

RESOLVED: That the following items under the recommendations section of the report are agreed:

- (a) to increase the hours in year 3 of the contract to 118.5.
- (b) that subject to finance being available additional work in the playground is undertaken (£211.10)
- (c) that subject to finance being available and the status of Cressbrook Community Project being clarified a grant of £70 be made
- (d) to delay a decision on the Cressbrook benches until a policy for the whole parish on bench maintenance has been developed.
- (e) that the 4 handy-person hours available be re-profiled to Litton playground
- (f) that the Council will include the cost of the above in the 2018/19 budget.

- 1874 . IT WAS RESOLVED:** That the Council will contact DCC to ascertain whether laying down a hard base on muddy footpaths would be acceptable to them as part of the Rights of Way maintenance agreement.

1880 PROFESSIONAL FEES

Members were informed that Mr Outram had agreed to act as solicitor for the Council in the Sunnybank/Playground land swap and that he will provide a price when he has assessed the full extent of the work to be undertaken. Also a land survey had been completed at a total cost of £185.

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

It was resolved under the Public Bodies Admission of Meetings act 1960 s1 to exclude members of the press and public for the discussion on the following part of action 1881 under item 6 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The chair outlined a number of options available to the Council regarding progressing the Village Green Licences.

IT WAS AGREED: That the Council should ascertain the benefit to households of access across the Village Green.

Following the above item the press and public were readmitted to the meeting.

1881 REVIEW OF CEMETERY FEES

The current cemetery fees were circulated to members for review.

IT WAS AGREED: That the cemetery fees be increased by 1% rounded up to the nearest pound.

IT WAS FURTHER AGREED: That the fees be reviewed again in November 2018.

1882 BUDGET TO ACTUAL SPEND COMPARISON YEAR TO DATE

A report and budget comparison were circulated to members.

IT WAS AGREED: That Councillors Rennie, Rayner, Gregory and Rooke will meeting with Councillor Evans and the Clerk during December to look at the current year budget and actual spend in more detail and prepare the 2018/19 budget figures.

1883 DATES FOR FUTURE MEETINGS

Proposed monthly council meetings for 2018 were circulated to members. It was noted that January's meeting would take place on the 4th Monday in 2018 and February's on the 2nd Monday. This is instead of the usual 3rd Monday of the month.

RESOLVED: That the proposed dates are agreed and that the Clerk will check availability for either Litton Village Hall or Cressbrook Club for the amended dates.

1884 GRASS CUTTING CONTRACT

A report was circulated to members.

IT WAS AGREED: That the Council will give notice, before the end of December, to the current contractors that their services will not be required for 2018.

IT WAS ALSO AGREED: That the Council will advertise a new 3-year grass cutting contract, along the same lines as the current contract, in January, with a deadline for tenders mid-February 2018.

1885 ADDITIONAL TREE WORK

A report was circulated to members relating to a proposed phase II of the tree maintenance programme.

RESOLVED: That approval be sought from PDNPA for Phase 2 of the tree maintenance programme as set out in the report presented to the Council; and that Tomlinson should be the contractor for Phase 2 but the approved work should not commence until Phase 1 has been completed and viewed as satisfactory by residents and the Council.

1886 PLANNING APPLICATION

NP/DDD/1017/1051 – Eastsides Lane, Litton

Use of previously refurbished barn as holiday accommodation, construction of generator and battery house and laying out of parking/turning area.

RESOLVED: That the council do not support the application and will write to PDNPA setting out the reasons.

1887 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1554 to 1556 in the sum of £3,128.86 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

There being no further business the Chair declared the meeting closed at 9.50pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 16th October 2017 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs N Gregory, L Rayner, R Rennie, G Rooke, C Thirtle & S
Warriner-Rowarth

1864 APOLOGIES FOR ABSENCE

None.

1865 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1866 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

Councillor Thirtle reported that he had received an update from PCSO Ian Phipps to the effect that there had been another Land Rover theft in the area and that residents should remain vigilant.

1867 MINUTES OF THE COUNCIL MEETING HELD ON 18th September 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1868 ACTIONS FROM THE LAST MEETING

-1651 It was noted that there had been an exchange of letters during the month between the Council and Neil & Kerry Burrows regarding the proposed land swap and that the Council was currently waiting to hear from Neil & Kerry Burrows and/or their solicitor.

-1756 Councillor Thirtle reported that he has received a third quote for the driveway and paths at the cemetery.

RESOLVED: That the third quote was far in excess of the other two quotes and should therefore be discounted.

IT WAS ALSO RESOLVED: That Councillor Thirtle will prepare a report

comparing and contrasting the remaining two quotes prior to November's meeting.

-1804 Councillor Gregory informed members that the handyperson had now repaired the raised beds at the playground.

-1831 It was noted that the Council is awaiting a response from Mr & Mrs Brown's solicitor.

-1836 Councillor Rennie reported to members the progress which had been made on the new Council website.

RESOLVED: That the Council should purchase the domain name littonparishcouncil.com.

IT WAS ALSO RESOLVED: That a notice advertising the new web address would be displayed on the Council notice boards once the website goes live.

-1841 A map of the DCC proposed road marking scheme was circulated to members.

It was also reported that the 30mph road sign by Christ Church was leaning and that also the one coming into the village from Wardlow, was obscured by overhanging branches.

RESOLVED: That a KEEP CLEAR sign on the road at the junction where Hall Lane meets the main road in Litton is not necessary.

IT WAS FURTHER RESOLVED: That road markings should also be renewed along Dale View and Bottomhill Road.

IT WAS AGREED: That Councillor Rooke will write to DCC in the manner discussed.

-1846 The Clerk reported that the licence agreement between the Council and Mrs Jackson in respect of the stall on Litton village green had been sent to Mrs Jackson for signature.

-1847 It was reported that the 2 picnic benches for the Memorial Playing Field had been ordered and will be sited at the top of the playing field.

RESOLVED: That a rubbish bin should be placed just outside the Memorial Playing Field, on the grass to the right of the gate post. As this is DDDC land the Council will write asking for permission to site a rubbish bin on its land.

IT WAS FURTHER RESOLVED: That Mike Renger will arrange for memorial plaques to be attached to the benches once they arrive.

IT WAS FURTHER AGREED: That Councillor Rayner will put together a 'dos' and 'don'ts' list for the Memorial Playing Field along the same lines at the Playground.

-1860 Councillor Gregory reported that he will be meeting with Derwent Tree Scapes on Thursday to get a further quote for the planned tree maintenance work.

-1863 IT WAS AGREED: That an additional 'no ball games' sign would be placed on the right-hand side of the field gate at the entrance to the Playground and which directs users to the Memorial Playing Field.

Councillor Rooke reported that during an inspection of the Playground he had found that the platform at the top of the slide was showing significant signs of wear and was in need of repair.

IT WAS RESOLVED: That the slide at the Playground should be taped off with a notice stating that it is temporarily out of use.

IT WAS FURTHER RESOLVED: That Councillor Rooke will investigate whether the worn part of the slide is still under guarantee and arrange for the repairs to be carried out.

1869 REPORT ON LIAISON WITH CRESSBROOK COMMUNITY GROUP

Councillor Warriner-Rowarth reported on the community group meeting that herself and Councillor Rayner had attended in Cressbrook.

RESOLVED: That Councillor Rayner will attend the meetings on a regular basis.

1870 LAND AT CHURCH LANE

A letter from DDDC was circulated to members.

RESOLVED: That the Council ask for copies of the proposed insurance indemnity and title deeds for inspection.

1871 HANDY PERSON'S QUARTERLY REPORT

The Handy Person's report for the last quarter of the 2016/17 contract was circulated to members.

IT WAS RESOLVED: That the Handy Person's contract be rolled into a third year.

IT WAS FURTHER RESOLVED: That Councillors Gregory, Rennie and Thirtle look at the Handy Person's report and consider the proposals together with additional work to be added into year 3 of the contract.

Councillor Warriner-Rowarth commented that there didn't currently appear to be sufficient hours allocated to weeding the sensory garden.

IT WAS AGREED: That additional hours would be authorised for weeding the sensory garden.

1872 PLANNING APPLICATION

NP/DDD/0917/0983 - 1 New Houses, Bottomhill Road, Cressbrook

Replacement double garage with bedroom over, Home office to rear and log store.

RESOLVED: That the council supports the application and will write to PDNPA accordingly.

1873 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1549 to 1553 in the sum of £1,979.55 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

The Clerk also circulated to members the External Auditor Report and Certificate in respect of the 2016/17 Annual Return, which showed that they had completed their review and discharged their responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

1874 CORRESPONDENCE

Councillor Thirtle reported that Nicky Loveday has once again agreed to act as Snow Warden for the parish this winter.

As Snow Warden, Nicky has checked all the grit bins and reported any that are low to DCC.

A letter from DCC inviting the Council to participate in the Rights of Way Minor Maintenance Agreement for 2017/18 was circulated to members.

RESOLVED: That Councillor Evans will investigate whether anything can be done to improve the footpath leading off of Bottomhill Rd, which is particularly muddy.

There being no further business the Chair declared the meeting closed at 9.35pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 18th September 2017 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs N Gregory, L Rayner, C Thirtle, R Rennie & S Warriner-Rowarth

1853 APOLOGIES FOR ABSENCE

G Turner, Clerk (illness)
Cllr G Rooke (delayed by traffic, arrived 8.05pm)

1854 CO OPTION OF NEW COUNCILLOR

In August the Council issued a Notice of Vacancy in the office of Parish Councillor. As no request was forthcoming for an election to fill the vacancy the vacancy should be filled by co-option.

Councillor Evans proposed and Councillor Rayner seconded that Rachel Rennie be co-opted as Councillor to the Parish Council.

There being no further nominations it was therefore

RESOLVED: That Rachel Rennie be co-opted as a Councillor to the Council.

1855 DECLARATION OF INTERESTS

No declarations of interest were declared by Councillors.

1856 PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

Councillor Thirtle reported that he had received an update from PCSO Ian Phipps and that a general warning for residents to be vigilant was given as there had been a notable increase in the number of vehicle thefts as well as thefts from sheds in the area in recent months.

Councillor Gregory reported that he had received complaints from residents about dog fouling on Bottomhill Road, Sterndale Close and Dale View.

RESOLVED: That the Chair will include a reference to dog fouling in his next Village Voice submission.

1857 MINUTES OF THE COUNCIL MEETING HELD ON 17th JULY 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1858 ACTIONS FROM THE LAST MEETING

-1651 It was noted that the Council is still awaiting a response from Neil & Kerry Burrows concerning meeting with the solicitors regarding the proposed land swap.

RESOLVED: That the Clerk will send a follow up letter to Neil & Kerry Burrows.

-1756 Councillor Thirtle reported that he is still in the process of obtaining quotes for the driveway and paths at the cemetery.

A further quote from Woods for the wall and gate repairs at the entrance to the cemetery was presented to members. It was noted that this was the only quote from a company to undertake both the wall and the gate repairs together and that as such it offered the best value for money.

RESOLVED: That the Council will instruct Woods to undertake the wall and gate repairs at a cost of £2,235 plus VAT.

IT WAS ALSO RESOLVED: That the gates will be painted black for future maintenance purposes.

IT WAS ALSO AGREED: That renewing the driveway and paths will be take place in 2018.

-1804 Councillor Gregory informed members that the handyperson will be repairing the raised beds at the playground imminently.

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

It was resolved under the Public Bodies Admission of Meetings act 1960 s1 to exclude members of the press and public for the discussion on action 1831 under item 6 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

-1831 The Chair informed members of progress on the Village Green Licence agreement for Ashleigh.

RESOLVED: That the Village Green Licence agreement be amended as discussed.

Following the Chair's update on Agenda action 1831 under item 6 the press and public

were readmitted to the meeting.

-1832 Councillors Rooke stated that the replacement parts for the bucket swing in the early years section of the playground had been ordered.

-1836 Councillor Rennie reported to members the progress which had been made on the new Council website.

RESOLVED: That the website should go live in October 2017.

IT WAS ALSO RESOLVED: That the priority should be to load the Agendas and Minutes onto the website.

-1841 Councillor Rooke reported that he, Councillor Rayner and Matthew Willis had met with DCC to discuss reinstatement of the white lines in Litton.

RESOLVED: That Councillor Rooke will obtain a map of the DCC road marking scheme.

-1846 RESOLVED: That the Clerk type up the licence agreement between itself and Mrs Jackson in respect of the stall on Litton village green in aid of the High Peak Food Bank.

-1847 It was stated that the Heritage Lottery Fund has approved the purchase of 2 picnic benches for the Memorial Playing Field.

RESOLVED: That Councillor Rayner will order the benches as discussed.

1859 COUNCILLOR VACANCY

Councillor Warriner-Rowarth informed the meeting of her intention to resign as a Councillor from October 2017.

The Council thanked Councillor Warriner-Rowarth for her contribution during her time with the Council, especially in respect of planting at the playground and cemetery.

RESOLVED: That the Clerk will prepare a Notice to be posted on the Parish Notice Boards, advertising the casual vacancy and send a copy to the Returning Officer at DDDC.

1860 TREE MAINTENANCE

The matter was discussed in the light of feedback received from residents following the public meeting on 15th September.

RESOLVED: That Councillor Gregory will obtain 2 quotes from tree surgeons that are on the approved PDNPA list.

IT WAS FURTHER RESOLVED: That the Council will investigate whether there will be a need for road closures whilst the work is carried out.

1861 PLANNING APPLICATIONS

NP/DDD/0817/0891 Holland Twine, Sterndale Lane, Litton
Porch extension to rear of dwelling and greenhouse.

The above planning application was circulated to members for consideration.

RESOLVED: That the council do not support the application and will write to PDNPA setting out the reasons.

NP/DDD/0817/0895 Holland Twine, Sterndale Lane, Litton
Proposed livestock building.

The above planning application was circulated to members for consideration.

RESOLVED: That the council do not support the application and will write to PDNPA setting out the reasons.

NP/DDD/0517/0489 The Hillock, Litton
Two storey extension on residential property – resubmission following boundary ownership amendments.

The above planning application was circulated to members for consideration.

IT WAS AGREED: That the council do not support the application and will write to PDNPA setting out the reasons.

1862 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1541 to 1548 in the sum of £3,522.93 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

IT WAS ALSO RESOLVED: That the Annual Return 2016/17 conclusion of audit item be deferred to the October meeting.

1863 CORRESPONDENCE

An email from Mr J Burrows regarding the playground was circulated to members.

RESOLVED: That the Clerk write to Mr Burrows explaining that there is a clear notice of 'dos' and 'don'ts' at the Playground and no ball games is listed. The Council will however consider the need for additional notices at its next meeting.

An email was also circulated from Mr J Burrows regarding vehicular access across the village green.

RESOLVED: That the Clerk will write to Mr Burrows in the manner discussed.

There being no further business the Chair declared the meeting closed at 10.10pm.

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 17th July 2017 at 7.30pm at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs A Evans, N Gregory, L Rayner & S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

1839 APOLOGIES FOR ABSENCE

Councillor Thirtle – training course
Councillor Rooke - holiday

1840 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

1841 PUBLIC PARTICIPATION

There was one member of the public (Matthew Willis) present at the meeting, who wished to speak on item 9 of the Agenda. Rachel Rennie was also at the meeting.

IT WAS AGREED: to take item 9 of the Agenda under public participation at the meeting.

Mr Willis requested that the Council arrange for the white lines at the junctions in Litton to be reinstated, as cars are parking too close to the junctions and obscuring drivers view along the main road and are not warned of the need to stop on entering the main road.

RESOLVED: That the Council will write to DCC requesting that where the white lines are faded they be reinstated.

1842 MINUTES OF THE COUNCIL MEETING HELD ON 19th JUNE 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1843 ACTIONS FROM THE LAST MEETING

-1651 The Chair reported that Councillor Thirtle had met with Neil & Kerry Burrows

regarding the process required for the land swap between Sunnybank and the Council. The next step is to arrange a meeting with the solicitors who will act on behalf of Neil & Kerry Burrows.

- 1804 Councillor A Evans reported that she will treat the raised beds at the playground with bleach and preservative prior to the handy-person repairing them.

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

It was resolved under the Public Bodies Admission of Meetings act 1960 s1 to exclude members of the press and public for the discussion on action 1831 under item 5 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- 1831 The Chair informed members of the progress on the Village Green Licence agreements.

Following the Chair's update on Agenda item 5 the press and public were readmitted to the meeting.

- 1832 It was reported that Councillors Rooke and Thirtle had addressed the issues highlighted in the ROSPA Play Area Safety Inspection report. Although not mentioned in the report they also inspected the bucket swing in the early years section and found that the restraining straps are cracking and need replacing.

RESOLVED: That Councillor Rooke is authorised to order the replacement straps.

IT WAS ALSO RESOLVED: That Councillor Gregory will see if the bin at the playground can be relocated away from the gate.

- 1834 **RESOLVED:** That Councillor Gregory will liaise with the handy-person regarding the schedule of maintenance at the playground.

- 1835 It was noted that the village greens had been cut.

RESOLVED: To allow the contract to continue.

- 1836 It was reported that the Council now had control of the domain name www.littonparishcouncil.co.uk and that Rachel Rennie had started work on building a new website.

RESOLVED: That Rachel will continue to work on the website over the summer in conjunction with the Clerk and will report on progress at the September meeting.

1844 FIXED ASSET REGISTER

A revised Fixed Asset Register was circulated to members for review.

RESOLVED: That the Fixed Asset Register be approved for the next year.

1845 TREE MAINTENANCE

A report was circulated to members.

RESOLVED: That the Council will hold a consultation in September with residents on the proposals contained in the report.

1846 STALLS ON THE VILLAGE GREEN

A report was circulated to members relating to regulations to control the licencing of non-permanent stalls on the village green.

RESOLVED: That a licence be drawn-up in the manner discussed at the meeting for further circulation and consideration by members.

1847 BENCHES/OUTSIDE AREA

The Chair reported that a request had been submitted to the WW1 Heritage Lottery Fund for the purchase of a picnic bench for the memorial playing field.

Councillor A Evans requested that the Council consider not buying wooden benches in the future, due to their high maintenance and lack of longevity.

1848 UPDATE ON LOOSE HEADSTONES AT THE CEMETERY

The Chair reported that good progress had been made on identifying and contacting the family members responsible for the loose headstones at the cemetery. Although a number have now been fixed there are a few where, due to their size, it has been queried whether they pose a risk to the public

RESOLVED: That the Council will retest the headstone in accordance with National Safety Advice.

1849 PLANNING APPLICATIONS

There were no planning applications submitted during the month.

1850 PLANNING ARRANGEMENTS FOR THE RECESS

RESOLVED: That any planning applications received during August will be considered by Councillor J Evans in consultation with the representative of the relevant village. A copy of their views will be sent via email to Councillors for comments and agreement before dispatch.

1851 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1537 to 1540 in the sum of £646.95 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

1852 COUNCILLOR RESIGNATION

Councillor A Evans announced her intention to resign as a Councillor with immediate effect.

The Council thanked Councillor A Evans for her contribution during her years with the Council, especially her work looking after the Council's fixed assets.

RESOLVED: That the Clerk will prepare a Notice to be posted on the Parish Notice Boards, advertising the Casual Vacancy and send a copy to the Returning Officer at DDDC.

There being no further business the Chair declared the meeting closed

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 19th June 2017 at 7.30pm at Cressbrook Club

PRESENT: Cllr J Evans in the Chair
Cllrs A Evans, N Gregory, G Rooke, C Thirtle, S Warriner-Rowarth
& L Rayner

IN ATTENDANCE: G Turner, Clerk
M Renger, former Councillor

1823 APOLOGIES FOR ABSENCE

None.

1824 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

1825 PUBLIC PARTICIPATION

There were 2 members of the public present at the meeting, who wished to speak on item 16 of the Agenda. Rachel Rennie was also at the meeting.

1826 MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 15th MAY 2017 AND THE EXTRAORDINARY COUNCIL MEETING HELD ON 7TH JUNE 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1827 HERITAGE LOTTERY FUND REPORT

Mr Mike Renger delivered the end of grant report in respect of the Heritage Lottery Fund, explaining that the project had achieved all its objectives and that there was a small underspend which he hoped the Lottery would agree to being ringfenced for future maintenance of the memorial playing field.

RESOLVED: That the end of grant report be submitted to the Lottery.

1828 CORRESPONDENCE

A letter from Hazel Harrison was circulated to the meeting.

Mr and Mrs Jackson informed the meeting that they had become aware of a small number of negative comments regarding their stall situated on the village green in aid

of the High Peak Food Bank. They feel passionate about raising funds for this very local charity and stressed that their stall does not permanently damage the green in any way.

RESOLVED: The Council will consider the possibility of a licence. In the meanwhile Mr and Mrs Jackson should seek alternative locations in the village for the stall and advise the Council on the outcome.

IT WAS AGREED: That the Council will investigate whether there are any third-party liability implications with the stall being on the village green,

IT WAS FURTHER AGREED: That the stall can remain on the village green pending the outcome of the above and a decision by the Parish Council.

1829 ACTIONS FROM THE LAST MEETING

-1651 In respect of the land swap Councillor J Evans reported that the Land Registry require an authorised map prepared by a Surveyor, together with documentation confirming that there are no liabilities on the land and that no party has been forced into the land swap. It is also necessary for each party to act for itself.

RESOLVED: That Councillor C Thirtle will contact the owners of Sunnybank to discuss arrangements for applying to the land registry and report back to the Council.

-1756 Councillor C Thirtle informed the Council that he had received a quote for the repair of the wall at the cemetery and refurbishment of the cemetery gates for £1,500 plus VAT and that he expected to have a further quote for the July meeting.

AGREED: That Councillor J Evans will contact Mr Marsden when he has recovered from his accident to obtain a further quote for the wall repairs at the cemetery.

-1766 Councillor J Evans reported that Messrs Scott & Warburton had offered to survey the memorial playing field once the building of the wall is complete.

-1804 Councillor Gregory circulated to members an estimate from the handy person in respect of repairing the raised beds in the playground.

RESOLVED: That the cost of £120.11 be approved and Councillor Gregory should liaise with the handy person to get the works done.

-1805 Councillor J Evans informed members that he had contacted BT requesting the refurbishment of both Litton and Litton Mill telephone boxes.

-1807 Councillor Thirtle reported that the Land Registry forms had been completed in respect of finding out who is the current owner of the land on which the

Cressbrook War Memorial is sited..

-1809 Councillor Gregory reported that the 'no parking' signs were installed at the Hall Lane junction and seemed to be effective.

-1821 Councillor J Evans informed the meeting that the playground would be closed, using bollards and tape, from 6pm on Litton Wakes night.

-1824 See Minute 1835 below.

-1826 The Clerk reported that progress had been made on updating the Fixed Asset Register and that it should be ready for review at the July meeting.

1830 WORKS PROGRAMME 2017/18

A draft Works Programme was circulated to the meeting.

RESOLVED: That the Work Programme for 2017/18 is approved.

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

It was resolved under the Public Bodies (Admission of Meetings act 1960) s1 to exclude members of the press and public to the discussion on item 7 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

1831 VILLAGE GREEN LICENCES

A draft letter in response to a letter from Favell, Smith & Lawson relating to the vehicular access licences was circulated to the meeting.

RESOLVED: That the draft letter be approved, following amendment as discussed at the meeting.

Following the Resolution regarding Agenda item 7 the press and public were readmitted to the meeting.

1832 ROSPA REPORT ON PLAYGROUND

A Play Area Safety Inspection Report from ROSPA, following the annual inspection of the equipment at the playground, was circulated to the meeting.

RESOLVED: That Councillor A Evans will arrange for the equipment to be cleaned.

IT WAS ALSO RESOLVED: that Councillor G Rooke will arrange for the loose fixtures and fittings on the climbing frame to be tightened.

IT WAS FURTHER RESOLVED: That the Council will look into removing the chain covers on the pod swing to allow for inspection of the chain links.

1833 CEDAR TREE IN LITTON CEMETERY

Councillor Thirtle informed members that the large cedar tree in the cemetery is dying and is beginning to infect its neighbouring trees.

RESOLVED: That the Council will look into removing the tree at the same time as the other tree maintenance in Litton village takes place.

1834 HANDY PERSON'S QUARTERLY REPORT

The hand person's quarterly report and accompanying email were circulated to members.

RESOLVED: That the work identified to clear out blocked drains costing £18 be approved.

AGREED: That the Council needs to establish the ownership of the wall on Cressbrook village green that needs repairing, as it may not be the Council's responsibility.

IT WAS ALSO AGREED: That the handy person be instructed to go ahead and replace the timber edging, where necessary, in the sensory garden.

IT WAS FURTHER AGREED: That Councillor Gregory will direct the handy person towards areas that the Council and residents have identified as needing attention.

Councillor Thirtle informed the meeting that residents of Litton Mill had requested that the Council purchase new tubs for the village that the residents can then adopt and plant.

RESOLVED: That a budget of £200 be made available for the purchase of 4 tubs and associated peat for Litton Mill.

1835 GRASS MOWING CONTRACT

It was reported that the memorial playing field and village greens had now been cut by TCL with support from Assist Solutions.

RESOLVED: That the Council will write to TCL acknowledging that all the greens have now been cut and that the Council will review the performance of the contract at its July meeting with the expectation that the Council will not have to intervene to ensure the contract is undertaken properly during July.

1836 PARISH COUNCIL WEBSITE

It was reported to members that the Council's website is still down.

RESOLVED: That Councillor J Evans and the Clerk with assistance from Rachel Rennie will investigate retrieving the domain name and building a new website over the summer.

1837 PLANNING APPLICATIONS

Planning application NP/DDD/0517/0489 in respect of a two-storey extension on The Hillock, Mires Lane, Litton was circulated to members.

It was noted that no yellow notice had been displayed outside the property and so no one had been advised of the application publicly.

It was also noted that land ownership had been shown incorrectly on the plans with the site of the Hillock embracing a large area of the Village Green.

RESOLVED: That the Council write to the PDNPA pointing out the factual errors in the application and the absence of a yellow notice and concluding that on the grounds of multiple errors on the application forms the application should be withdrawn

IT WAS AGREED: That while the Council has no objection to the proposed extension it would expect the PDNPA to consider the impact on the view from Litton Edge and the overall mix of housing stock in the village. However, the inaccuracies in the application and the absence of any permission to carry building materials over the village green means that the application should be withdrawn.

1838 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1527 to 1536 in the sum of £4,380.30 had been drawn.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

IT WAS AGREED: That cheque number 1524 in respect of TCL's April invoice for mowing and strimming would now be paid.

There being no further business the Chair declared the meeting closed at 10.17pm.

LITTON PARISH COUNCIL

Minutes of the Extraordinary Council Meeting
held on Wednesday 7th June 2017 at 7pm, at Cressbrook Village Centre

PRESENT: Cllr J Evans in the Chair
Councillors A Evans, Gregory, Rooke, Thirtle, Warriner-Rowarth

IN ATTENDANCE: Ms G Turner, Clerk

1814 APOLOGIES FOR ABSENCE

None.

1815 DECLARATION OF MEMBER INTERESTS

There were no interests declared for agenda items.

1816 PUBLIC PARTICIPATION

Ms Rachel Rennie and Mrs Lynne Rayner attended the meeting.

1817 CO-OPTION OF PARISH COUNCILLOR

RESOLVED: To appoint Lynne Rayner as a co-opted Parish Councillor.

1818 WORK OF THE PARISH COUNCIL

The Chair explained that the purpose of the meeting was to outline the Council's decision making processes for new and recently appointed Councillors and to gain agreement on the administration of the Council going forward.

1819 OPERATION OF THE PARISH COUNCIL

A document outlining the aims, values and responsibilities of the Council and Councillors was circulated.

RESOLVED: That the document be adopted.

1820 STANDING ORDERS APPENDIX 2

A copy of Appendix 2 of the Council's Standing Orders was circulated for review.

RESOLVED: That Appendix 2 of the Council's Standing Orders be approved, subject to minor amendment, as discussed at the meeting.

1821 WORK PLAN 2016/17

A copy of the 2016/17 work plan and Annual Parish Meeting notes were circulated to members.

IT WAS AGREED: That Councillor Thirtle will create a draft work plan for 2017/18, based on comments received at the Annual Parish Meeting in March, for circulation at the June meeting.

1822 RESPONSIBILITIES OF COUNCILLORS AND CLERK

A list of the Clerk and Councillors responsibilities and Council policies were circulated to members and Councillors were asked to take ownership of the policies/tasks not currently identified as the responsibility of the Clerk.

RESOLVED: That document be approved following updating as discussed.

There being no further business the Chairman declared the meeting closed at 9.20pm.

LITTON PARISH COUNCIL

Minutes of the Annual & Monthly Meeting
held on 15th May 2017 at 7m at Litton Village Hall

PRESENT: Cllr J Evans in the Chair
Cllrs A Evans, N Gregory, G Rooke, C Thirtle, S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

1814 ELECTION OF CHAIR

The first item of business transacted was the election of Chair. Councillor C Thirtle proposed and Councillor S Warriner-Rowarth seconded that Councillor J Evans be elected as Chair.

There being no further nominations it was therefore

RESOLVED: That Councillor J Evans be elected as Chair of the Parish Council for the period to the next Annual Meeting of the Council.

Councillor Evans took the Chair.

1815 ELECTION OF VICE CHAIR

Councillor C Thirtle proposed and Councillor N Gregory seconded that Councillor S Warriner-Rowarth be elected as Vice Chair.

There being no further nominations it was therefore

RESOLVED: That Councillor S Warriner-Rowarth be elected Vice Chair of the Parish Council for the period to the next Annual Meeting of the Council.

1816 DECLARATION OF INTERESTS

Councillor Warriner-Rowarth declared an interest in agenda item 12 Grass Cutting Contract as her husband is a grass cutting contractor.

1817 PUBLIC PARTICIPATION

There were 2 members of the public present at the meeting.

Mrs Brown spoke about the grass cutting contract and her dissatisfaction with the haphazard way the village greens in the parish are being cut by the current contractors.

IT WAS AGREED: That as the grass cutting contract was item 12 on the agenda, the

issue raised would be considered under this item.

Councillor Thirtle advised that the PCSO had informed him that there had been one call for service, in respect of speeding in Litton Mill, in the last couple of months.

Councillor Warriner-Rowarth asked members to advise the wider community to be vigilant as there had been a recent burglary in Litton and a number of mountain bikes had also been stolen from properties in the area.

1818 MINUTES OF THE FULL COUNCIL MEETING HELD ON 24th April 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1819 ACTIONS FROM THE LAST MEETING

-1651 RESOLVED: To defer progress on the Sunnybank Lease Agreement to the June meeting.

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

It was resolved under the Public Bodies (Admission of Meetings act 1960) s1 to exclude members of the press and public to the discussion on action 1723 under item 5 on the Agenda on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Subsequent to discussion following a letter received from Favell, Smith & Lawson relating to the vehicular access licences it was

-1723 RESOLVED: To respond to Favell, Smith & Lawson's letter in the manner discussed and to further engage with those residents affected by the licence agreements.

Following the Resolution regarding Agenda item 5, action 1723 the press and public were readmitted to the meeting.

-1756 Councillor Thirtle informed members that he had contacted two local firms in relation to obtaining quotes for the repair and refurbishment of the cemetery gates.

AGREED: That Councillor J Evans will contact Mr Marsden to get a quote for the wall repairs at the cemetery.

-1766 Councillor Thirtle reported that he had met with Mr Broadhurst and the Council's walling contractors to mark the positioning of the north wall boundary wall.

RESOLVED: That Councillor J Evans will arrange for a survey of the memorial playing field and its new boundary, using the church as a reference point.

-1784 Councillor J Evans informed members that Friends of Litton had requested that the Council invoice them for the agreed sum of £500 in respect of tree maintenance on the village greens.

RESOLVED: That the clerk will invoice Friends of Litton the agreed amount of £500 before the end of the month.

IT WAS AGREED: That Councillor Gregory will take on the responsibility of maintenance of the trees on Litton village greens.

IT WAS ALSO RESOLVED: That Councillor Gregory will engage with residents most affected by the project with a view to putting forward a proposal at July's monthly meeting.

-1804 Councillor Thirtle informed the members that, subsequent to the Council's letter, he had spoken with the handy person regarding the Council's requirements around quotes for additional works.

Councillor Warriner-Rowarth stated that she had met with Mrs H Gregory to discuss the coppicing of the hazel trees along her boundary with the playground.

RESOLVED: That before the coppicing work is carried out Mrs Gregory will be consulted on the severity of it, with the trees being marked at the agreed level.

Councillor Gregory stated that he had met with the handy person to discuss the raised beds in the sensory garden.

IT WAS FURTHER RESOLVED: That Councillor Gregory will provide an update at the June meeting.

-1805 Councillor J Evans informed members that BT had confirmed that the telephone box in Litton would continue to be operational and maintained by BT.

RESOLVED: That the Council will email BT requesting the refurbishment of both Litton and Litton Mill telephone boxes.

-1806 Councillor Rooke informed the meeting that he had re-seeded the area outside the school where the grass on the village green had been worn away and would work on other worn areas of the village greens in the course of the next month. Councillor Rooke also requested that the Council increase the £10 budget for grass seed to £20 to enable him to also re-seed the corner of the village green in front of Litton Village Hall.

RESOLVED: That the budget for grass seed be increased to £20.

-1807 Councillor Thirtle stated that he had been in touch with the Land Registry regarding establishing who owns the land that the war memorial sits on and

intends to get the forms sent off before the next meeting.

-1809 IT WAS AGREED: To defer an update on the parking notice at Hall Lane junction in Litton to the June Meeting.

-1813 Members were informed that the Council is waiting for a response from DDDC on who is responsible for maintaining the boundary wall at the playground.

1820 OUTCOME OF THE ANNUAL PARISH MEETING AND THE WORKPLAN 2016/17

Councillor J Evans stated that following an appeal at the APM Richard Matthewman had offered to sponsor a flower tub in Litton and had also offered to help on any relevant projects.

IT WAS AGREED THAT: The APM notes be approved.

IT WAS FURTHER AGREED: That all the roles within the Council should be refreshed and a new work plan devised at an extraordinary general meeting to be held prior to the June monthly meeting.

1821 WAKES – LITTON NIGHT MARSHALLING OF PLAYGROUND

Councillor A Evans raised concerns about youths using the playground during Litton Night and causing a disturbance, as they had in previous years.

RESOLVED: That the Playground will be closed at 6pm on Litton Night as well as the area in front of the playground, to minimise disturbance to the neighbouring properties.

IT WAS FURTHER RESOLVED: To request that Friends of Litton provide marshalls to ensure that nobody goes into the playground once it is closed.

1822 COUNCILLOR VACANCIES

The clerk reported that 3 councillor applications had been received for the current casual vacancy.

RESOLVED: That the 3 applicants be invited to the extraordinary general meeting in order that the Council can gauge how they and the current Council can work together going forward.

1823 SET ASIDE LAND FOR NATURE

Councillor Thirtle proposed to members that an area at the top of the playground be set aside for nature.

RESOLVED: That Councillor Thirtle will develop the idea further.

1824 GRASS CUTTING CONTRACT

Councillor Warriner-Rowarth reported that following a number of complaints from residents about the cutting of the grass on the village greens she had contacted the contractors TCL and arranged for Councillor John Evans to meet with them to walk through the village greens and explain the Council and residents' concerns.

Members were also informed that subject to the Council's approval, a contingency plan for the short-term mowing of the village greens had been arranged if it proved necessary to terminate the TCL contract with immediate effect.

RESOLVED: That TCL will be informed at the forthcoming meeting that if the cutting of the village greens is not being completed to the satisfaction of the Council by its June monthly meeting then the contract will be terminated.

IT WAS FURTHER RESOLVED: That should TCL's contract be terminated then James Warriner should be asked to take over the contract until it can be re-tendered and a new contractor appointed. This is to be subject to the Council's final approval based on a written report setting out the full justification for James Warriner's appointment.

1825 RISK ASSESSMENT REVIEW

The Council's current risk assessment was circulated to members.

RESOLVED: That following minor amendment as discussed the risk assessment be approved for the next 12 months.

1826 FIXED ASSET REVIEW

The Council's fixed asset register was circulated to members.

RESOLVED: That review of the fixed asset register be deferred until the June meeting.

1827 ANNUAL INSURANCE RENEWAL

A summary of 3 insurance quotes was presented to members.

RESOLVED: That the Council will enter into a 3 year binding agreement with Inspire in order to take advantage of a 5% reduction in annual premiums.

1828 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1521 & 1526 in the sum of £844.84 had been drawn.

IT WAS AGREED: That cheque number 1524 in respect of TCL's April invoice for mowing and strimming is withheld.

RESOLVED: That the remaining cheques be signed and the accounts to which they relate be paid.

Sections 1 and 2 of the Annual Return 2016/17 were circulated to members.

RESOLVED: That the Annual Governance Statement, Section 1 of the Annual Return is approved.

IT WAS ALSO RESOLVED: That the Accounting Statements, Section 2 of the Annual Return are approved.

There being no further business the Chair declared the meeting closed at

LITTON PARISH COUNCIL

Minutes of the Monthly Meeting
held on 24th April 2017 at 7.30pm at Cressbrook Club

PRESENT: Cllr C Thirtle in the Chair
Cllrs A Evans, J Evans, N Gregory, G Rooke, S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

1800 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

1801 PUBLIC PARTICIPATION

There were 4 members of the public present at the meeting.

The Chair advised that he had not received an update from the PCSO during the month but that he was now back at work after his illness.

1802 MINUTES OF THE FULL COUNCIL MEETING HELD ON 20th March 2017

RESOLVED: That the Chair be authorised to sign the minutes as being a true and correct record.

1803 ACTIONS FROM THE LAST MEETING

-1651 A copy of the signed boundary and screening agreement was circulated to members. It was noted that the agreement had been amended in pen, in order to clarify the boundary screening proportions, prior to signature by Neil and Kerry Burrows.

RESOLVED: That the additional clarification in pen on the screening agreement is acceptable to the Council.

RESOLVED: That Councillor J Evans will contact the Land Registry regarding progressing to the next step in light of the signed agreement.

-1723 RESOLVED: To defer village green vehicular access agreements to the May meeting.

-1756 RESOLVED: To defer to the May meeting the update on quotes for repairing the pedestrian and vehicle gates at the cemetery.

AGREED: That the clerk will contact the landowners adjacent to the cemetery asking them to report any maintenance required on the cemetery boundary

walls to the Council so that the required work can be carried out.

- 1766** Councillor Thirtle reported that he had met with Mr Broadhurst to discuss the positioning of the north wall boundary wall.

The following proposal was circulated to the members for consideration.

'That the boundary agreed is based upon the position of the original dry stone wall removed by the Council under the 1973 Oven Agreement. The new dry stone wall to be built will be the sole property and responsibility of the Council, and the foundations will be entirely on its land. The new wall will run uninterrupted between the existing dry stone walls of the Playing Field, and will be built with its far side (from the Council's perspective - as viewed from the Playing Field) running along a line taken from the front faces (again as viewed from the Playing Field) of the currently installed gate posts. The wall will be properly constructed to a good standard.

The line of the boundary as set out above takes into consideration physical evidence on the ground, an aerial photograph dated 10/10/1970, and surveys commissioned by both parties.

If the boundary proposal above is agreed by the Council, the Council is also agreeing to drop all claims of damages against Mr Broadhurst relating to legacy issues such as the laying of the hardcore track over the Playing Field. In turn, Mr Broadhurst will drop all claims to a right of way directly onto and across the Playing Field from his property.

If the boundary proposal is agreed by the Council, there will be a site meeting between Mr Broadhurst, Councillor Thirtle and the Council's contractors prior to work commencing. Following the site meeting, Mr Broadhurst will remove (at his own expense) the field gate and associated gate posts currently installed. Mr Broadhurst will allow the Council's contractors access to his land such that they can construct the wall from both sides.'

A vote on this item was taken with 5 in favour of the proposal and Councillor A Evans against.

AGREED: That the proposal is accepted by the Council.

RESOLVED: That the distance from the Church to the new stone wall is noted on the memorial playing field deeds.

IT WAS ALSO RESOLVED: That Councillor J Evans will contact the walling contractors to obtain a timeframe for building the wall.

- 1784** Councillor G Rooke reported that Friends of Litton had asked three questions regarding the proposed tree maintenance on the village green in front of the village hall, which had been discussed at the Annual Parish Meeting in March.

(1) Does the quote include VAT?

(2) Are any more consultations with residents proposed?

(3) Has the council received any complaints about the proposal, other than the original email complaint read out at the Annual Parish Meeting.

RESOLVED: That Councillor J Evans will contact Friends of Litton to give suitable reassurance that the council will work through the proposals carefully in consultation with residents before a final decision is made.

1804 HANDY PERSON PROGRESS REPORT & ADDITIONAL TASKS IDENTIFIED

A quarterly report was circulated to the meeting with a request for additional tasks to be considered.

RESOLVED: That the unbudgeted labour hours incurred on the playground wood chip resurfacing work of £96 be paid.

IT WAS ALSO RESOLVED: That the clerk write to the handyperson seeking a more detailed breakdown of costs and labour etc, for those tasks currently under consideration as well as all future quotes for additional works.

IT WAS AGREED: That due to the expense, the council is not minded to replace the raised beds in the sensory garden and therefore Councillors Gregory and Warriner-Rowarth will meet with Sophie with a view to exploring more cost effective plans.

IT WAS FURTHER AGREED: That Councillor Warriner-Rowarth will meet with Helen Gregory to discuss the coppicing of the 6 hazel trees along her boundary with the playground.

1805 TELEPHONE BOXES

It was noted that Cressbrook telephone box has been repainted by its residents.

RESOLVED: That Councillor Evans will email BT to get clarity on whether Litton telephone box is to be decommissioned.

1806 RESEEDING OF VILLAGE GREENS

RESOLVED: That Councillor Rooke reseed the village green near Litton School where the grass has been worn away and that a budget of £10 be allocated for grass seed.

1807 CRESSBROOK WAR MEMORIAL

RESOLVED: That Councillor Thirtle will investigate with the Land Registry what is needed to establish who owns the land that the war memorial sits on.

1808 MOBILE HOMES PARKED IN CRESSBROOK CARPARK

It was noted that there are a number of mobile homes parked on a regular basis in

the carpark at Cressbrook and the Council considered whether this was likely to be causing a nuisance to other Cressbrook residents.

IT WAS AGREED: That at the current time there does not seem to be an issue, however the Council will continue to monitor the situation.

1809 PARKING RESTRICTION AT HALL LANE JUNCTION IN LITTON

It was reported that cars parking at the Hall Lane junction in Litton causes farm vehicles and buses to drive over the village green in order to make the turn.

RESOLVED: That although the Council is not keen to extend the parking notice scheme, in this instance it is necessary in order to protect the village green. Councillor Gregory to arrange and position the necessary notice and posts.

1810 GRAVESTONE STABILITY POLICY

A report was circulated to members.

RESOLVED: That the policy be approved and placed on the Council's website.

1811 ANNUAL MEETING: 15 MAY 2017

Councillor Thirtle informed members that he will stand down as Chair at the Annual Meeting and will not be seeking re-election.

The Council expressed its thanks to Councillor Thirtle for his diligent stewardship over the last year.

RESOLVED: That Councillors consider before the Annual Meeting, proposals for Chair and Vice Chair for the next 12 months.

AGREED: That Councillors will look at the 2016/17 work plan in conjunction with the Annual Parish Meeting notes and consider what projects should be included in the work plan for 2017/18.

1812 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)

The Clerk submitted accounts for which cheques numbered 1516 & 1520 in the sum of £852.03 had been drawn.

Annual accounts for 2016/17 were also circulated to members.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

IT WAS ALSO RESOLVED: That the 2016/17 Accounts be approved.

IT WAS FURTHER RESOLVED: That following successful completion of the CiLCA qualification the clerk's salary be increased to NJC salary scale LC1 SCP 24.

1813 CORRESPONDENCE

A letter received from Derbyshire Dales District Council (DDDC) relating to its land on which the playground equipment is situated, was circulated to members.

RESOLVED: That the Clerk respond to DDDC as discussed at the meeting.

There being no further business the Chair declared the meeting closed at 9.57pm.