

## LITTON PARISH COUNCIL

Clerk:  
Ms G Turner

Telephone: 07548 195245

Email: [littonparishcouncil@gmail.com](mailto:littonparishcouncil@gmail.com)

Rockingham Lodge  
Market Square  
Tideswell  
SK17 8LQ

[www.littonparishcouncil.co.uk](http://www.littonparishcouncil.co.uk)

10<sup>th</sup> November 2015

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Meeting of Litton Parish Council to be held on Monday 16<sup>th</sup> November 2015, at 7.30pm in Litton Village Hall.

Yours sincerely

Ms G Turner  
Clerk to the Parish Council

### **AGENDA**

#### **PART 1 – NON CONFIDENTIAL INFORMATION**

1. To receive apologies for absence
2. Declaration of Members' Interests
3. PUBLIC PARTICIPATION
  - (a) At the start of the meeting a period of not more than ten minutes will be made available for members of the public to ask questions or submit comments about Parish Council matters. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those items must be mentioned under item (c) below
  - (b) If the Police Liaison Officer, a County Councillor or District Council Member is in attendance the public will be given the opportunity to raise any relevant matter. Members of the Parish Council however will restrict Police matters they raise to those relating to their parish.
  - (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded. If the Parish Council decides to exclude the public it will be necessary to pass a resolution in the following terms:

"it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

4. To confirm the minutes of the Full Council Meeting held on 19<sup>th</sup> October 2015.
5. Actions from the minutes
  - 1484 Clearance of verges in Cressbrook
  - 1563 Village Greens Regulations and Charges newsletter (draft newsletter attached)
  - 1581 Cressbrook war memorial
  - 1612 Cemetery regulations to be displayed at Litton cemetery (draft attached)
  - 1632 Freedom of information requests policy review
6. Task Tracker
7. Handy-Person's Report
8. Playground (report attached)
9. Grounds Maintenance Contract (report attached)
10. Car Parking & Trees in Litton Village (report attached)
11. Christmas tree delivery date
12. Planning applications  
None this month to date.
13. Finance  
Accounts for Payment.
14. Dates for future meetings (list attached)
15. Correspondence
  - Litton School revised admission policy consultation
  - Letter from Land Registry
  - Letter from Friends of the Peak District
  - Have your say on the Derbyshire Dales County Council Budget consultation

Date of Next Meeting – 18<sup>th</sup> January 2016

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12<sup>th</sup> October 2015

To the Members of Litton Parish Council

Dear Councillor

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4. To confirm the minutes of the Full Council Meeting held on 21<sup>st</sup> September 2015.

5. Actions from the minutes

1484 Clearance of verges in Cressbrook.

1563 Launch and implementation Village Greens Regulations and Charges.

1581 Registration of the war memorial in Cressbrook with Civic Voice.

1590 Progress on change of use of phone box in Cressbrook.

1612 Progress on the cemetery regulations being displayed at the cemetery.

6. Playground

7. Christmas trees

8. Fees from pre-purchased cemetery plots

9. Old Mill, Litton Mill (covenant attached)

10. Car Parking In Litton Village (letter attached)

11. Grounds Maintenance Contract

12. Budget 2016/17

13. Planning applications

NP/DDD/0915/0898 Forge House, Cressbrook Mill, Cressbrook

Refurbishment of sluice structure into intake structure including screen and construction of a turbine house.

14. Finance

Accounts for Payment.

15. Correspondence

a. RoSPA Play Area Routine Inspection Training 28 October 2015

b. Public Access Defibrillator - Litton Mill

c. Freedom Of Information Requests

Date of Next Meeting – 15<sup>th</sup> November 2015

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14<sup>th</sup> September 2015

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Dear Councillor

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4. To confirm the minutes of the Full Council Meeting held on 20<sup>th</sup> July 2015.

5. Actions from the Minutes

1484 Progress on clearance of verges in Cressbrook.

1563 Launch and implementation Village Greens Regulations and Charges.

1575 Amendment of Operation of the Parish Council document term ending May 2019.

1578 Rights of way Minor Maintenance Agreement 2015/16.

1581 Option to register the war memorial in Cressbrook with Civic Voice.

1590 Progress on adoption of the phone box in Cressbrook.

1602 Progress on the correction of boundary and ownership of the village green at the playground.

6. Cemetery Fees Review (current fees attached)

7. Handy Person Update

8. Snow Warden Scheme (report attached)

9. Playground (letter attached)

10. Request from DALC

11. Planning Applications

None at present, as application NP/DDD/0715/0630 was dealt with separately during the summer recess.

12. Finance

Accounts for Payment.

13. Correspondence

Letter from Mrs J Ford

Request from Mr J Eaden

Email from PDNPA regarding Tideswell Dale (email previously circulated)

Date of Next Meeting – 19<sup>th</sup> October 2015

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14<sup>th</sup> July 2015

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Meeting of Litton Parish Council to be held on Monday 20<sup>th</sup> July 2015, at 7.30pm in Litton Village Hall.

Yours sincerely

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Clerk to the Parish Council

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**PART 1 – NON CONFIDENTIAL INFORMATION**

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4. Planning Applications

NP/DDD/0515/0460 – Stone Pit Yard, Cressbrook

NP/DDD/0415/0311 – Lytton Edge Farm, Litton

5. To confirm the minutes of the Full Council Meeting held on 15<sup>th</sup> June 2015

6. Actions from the Minutes

- 1484 Progress on clearance of verges in Cressbrook
- 1563 Launch and implementation Village Greens Regulations and Charges
- 1575 Amendment of Operation of the Parish Council document term ending May 2019.
- 1578 Rights of way Minor Maintenance Agreement 2015/16 (Report Attached)
- 1587 Work Programme 2015/16
- 1588 Progress on improved access to the Memorial Playing Field
- 1590 Progress on adoption of the phone box in Cressbrook

7 Playground

- (a) Meeting between Council, PCSO & Mr J Burrows and subsequent letter received from Mr J Burrows
- (b) Response from DDDC to Council's request for information

8. Appointment of Handy Person

9. Risk Assessment review (Attached)

10. Council business during summer recess

11. Finance

- (a) Accounts for Payment
- (b) Reconciliation to Budget Qtr 1

12. Correspondence

Letter from The MCC

Date of Next Meeting – 21<sup>st</sup> September 2015



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8<sup>th</sup> June 2015

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Annual General Meeting of Litton Parish Council to be held on Monday 15<sup>th</sup> June 2015, at 7.30pm at Cressbrook Club.

Yours sincerely

Ms G Turner  
Clerk to the Parish Council

**AGENDA**

**PART 1 – NON CONFIDENTIAL INFORMATION**

1. To receive apologies for absence
2. Election of Vice-Chair
3. Declaration of Members' Interests
4. PUBLIC PARTICIPATION

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- (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

5. To confirm the minutes of the Full Council Meeting held on 18<sup>th</sup> May 2015

To determine which items, if any, from Part 1 of the Agenda should be taken with the public excluded. If the Parish Council decides to exclude the public it will be necessary to pass a resolution in the following terms:

"it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw."

6. Actions from the Minutes

- 1484 Progress on clearance of verges in Cressbrook
- 1551 Letter to PDNPA Rights of Way Officer re Tideswell Dale proposal
- 1563 Launch and implementation Village Greens Regulations and Charges
- 1575 Amendment of Operation of the Parish Council document term ending May 2019.
- 1578 Rights of way Minor Maintenance Agreement 2015/16
- 1581 Alternative War Memorial workshop

7. Work Programme 2015/16 (report attached)

8. Improving access to Memorial Playing Field

9. Playground Maintenance (Report attached)

10. Cressbrook Phone Kiosk (verbal update Cllr Butler)

11. Appointment of Handy Person

12. Risk Assessment review

13. Planning Applications

None to date.

14. Finance

(a) Accounts for Payment

15. Correspondence

Letter from Mr Burrows  
Circular from DALC - Grave Matters training  
Public Spaces protection orders (email 1<sup>st</sup> June 2015)

Date of Next Meeting – 20<sup>th</sup> July 2015

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11<sup>th</sup> May 2015

To the Members of Litton Parish Council

Dear Councillor

You are summoned to attend the Annual General Meeting of Litton Parish Council to be held on Monday 18<sup>th</sup> April 2015, at 7.30pm at Litton Village Hall.

Yours sincerely

Ms G Turner  
Clerk to the Parish Council

## **AGENDA**

### **PART 1 – NON CONFIDENTIAL INFORMATION**

1. To receive apologies for absence
2. Election of Chair
3. Election of Vice Chair
4. Declaration of Members' Interests
5. PUBLIC PARTICIPATION

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6. To confirm the minutes of the Full Council Meeting held on 20<sup>th</sup> April 2015

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7. Action to be taken by Councillors in respect of the formation of the new Council

8. Report on Current Action (report attached)

9. Key Documents for the New Council (report attached)

10. Work Programme for 2015/16 (report attached)

11. Memorial Playing Field – NICE Application

12. Rights of Way Minor Maintenance Agreement 2015/16

13. Planning Applications

NP/DDD/0415/0311 – Lytton Edge Farm, Litton

14. Finance

(a) Accounts for Payment

15. Correspondence

War Memorials workshop.

Letters received from Mr J Burrows and Mrs K Burrows.

Letter received from PDNPA re: car parking.

Date of Next Meeting – 15<sup>th</sup> June 2015 **to be held at Cressbrook Club**

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13<sup>th</sup> April 2015

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4. To confirm the minutes of the Full Council Meeting held on 16<sup>th</sup> March 2015 and the Annual Parish Meeting held on Thursday 19<sup>th</sup> March 2015.

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5. Actions from the Minutes

1484 Response from DDDC re Cressbrook  
1505 Waste bins and notices  
1532 Garden of Remembrance planting  
1539 Memorial bench in Cressbrook  
1544 Playground correspondence - letter sent  
1546 Car parking in Litton - letter sent  
1551 Tideswell Access - letter sent  
1552 Stonepit quarry - letter sent

6. Memorial playing field

7. Cressbrook phone box (report attached)

8. Appointment of handy person (report attached)

9. Burning waste from Council's maintenance programme (Report Attached)

10. DALC subscription (letter attached)

11. Regulations and charges for Village Greens (see e-mail from Cllr J Evans)

12. Agenda for AGM and May meeting

13. Planning Applications

NP/DDD/0315/0210 - Lane Head House, Tideswell  
NP/DDD/0315/0211 - Lane Head House, Tideswell  
NP/DDD/0315/0217 – Anchor House, Tideswell

14. Finance

(a) Accounts for Payment  
(b) 2013-14 End of Year Accounts  
(c) Appointment of Internal Auditor

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9<sup>th</sup> March 2015

To the Members of Litton Parish Council

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5. Actions from the Minutes

1484 Letter to DDDC regarding Cressbrook

1484 Road names in Cressbrook

1505 Waste bin Bottomhill Road

1532 Cemetery and Garden of Remembrance

1536 Rights of Way Minor Maintenance Agreement

1539 Correspondence re memorial bench

6. Village Green & Playground (report and correspondence attached)

7. Annual Parish Meeting (report attached)

8. Car parking in Litton (report attached)

9. Defibrillator (report attached)

10. Handbook (report attached)

11. Election (see Chris Thirtle's e-mail of 9 March)

12. Agenda items for April

13. Tideswell Dale access (letter from PDNPA circulated previously)

14. Planning Applications

NP/DDD/0215/0125 - Lytton Edge Farm, Litton

NP/DDD/0215/0121 - Somerset House, Litton

15. Finance

a. Accounts for Payment



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5. Actions from the Minutes

1484 – Letter to DDDC re Cressbrook foliage clearance.

1484 – Progress on road names.

1490 – Letters.

1505 – Waste bins

1506 & 1507 – Memorial Playing Field

1525 – Election Flyer

6. Litton Primary School – Admission Rules

7. Village Greens and the Playground (report attached)

8. Cemetery & Memorial Garden (report attached – see also report circulated at January meeting)

9. Annual Parish Meeting (report attached)

10. Budget 2015 -16 (report attached)

11. Transparency Code for Smaller Authorities and Council Handbook

12. Rights of Way Minor Maintenance Agreement

13. Clerk's Appraisal

14. Planning applications - none

15. Finance

a. Accounts for Payment

Date of Next Meeting – 16 March 2015

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13<sup>th</sup> January 2015

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stage.

4. To confirm the minutes of the Full Council Meeting held on 17<sup>th</sup> November 2014 and of the Extraordinary General Meeting held on 6<sup>th</sup> January 2015.

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5. Actions from the Minutes

1484 – Letter to DDDC re Cressbrook foliage clearance.

1484 – Progress on road names.

1490 – Donation towards the memorial garden.

1501 – Progress on the handbook.

1505 – Dog fouling

1506 & 1507 – Memorial Playing Field

1509 – Finance

6. History and Mystery of Public Rights of Way

7. 2015/16 Budget and Precept (report to follow)

8. Playground (reports attached)

9. Memorial Garden

10. Arrangements for 2015 elections (report attached)

11. Memorial playing field (reports attached)

12. Planning applications - none

13. Finance

- a. Accounts for Payment

- b. Rents

Date of Next Meeting – 16 February 2015