

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 20<sup>th</sup> March 2017 at 7.30pm at Litton Village Hall

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

IN ATTENDANCE: G Turner, Clerk

### 1790 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1791 PUBLIC PARTICIPATION

There was one member of the public present at the meeting.

The Chair advised that he had not received an update from the PCSO during the month as he has been off work due to ill health.

### 1792 MINUTES OF THE FULL COUNCIL MEETING HELD ON 20<sup>th</sup> February 2017

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

### 1793 ACTIONS FROM THE LAST MEETING

-1651 Councillor Thirtle reported that he had given Mr & Mrs N Burrows a copy of the boundary and screening agreement for signature.

**RESOLVED:** That the clerk will send a chasing email if the signed agreement has not been received by Friday 24<sup>th</sup> March.

-1723 **RESOLVED:** That Councillor J Evans will draft a reminder to those residents affected by the Vehicular Access Agreements coming into effect on 1 April 2017.

-1732 It was noted that the Handyperson had now installed the 'no parking' signs on the village green near the school and Red Lion.

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

Councillor J Evans reported to Councillors that he had been in touch with Mr

Marsden regarding the repairs to the cemetery wall and that Mr Marsden had informed him that due to work already committed to, he would not be able to carry out the repairs until late summer.

**RESOLVED:** That late summer was an acceptable timeframe and that Councillor J Evans meet with Mr Marsden in order to obtain a quote for the repairs.

**-1765** A copy of the draft Health and Safety policy was circulated to Councillors.

**RESOLVED:** That the policy be approved and uploaded onto the Council website.

**-1766** Councillor Thirtle reported that he had written to Mr Broadhurst offering a meeting to discuss the positioning of the disputed boundary but to date had not received a reply.

**RESOLVED:** That Councillor Thirtle will write again offering some further dates when he and Councillor Warriner-Rowarth are available to meet with Mr Broadhurst.

**-1784** Councillor Thirtle reported that the revised quote to include the 3 trees in front of the Red Lion in the proposed management of trees on Litton village green was £3,900.

**RESOLVED:** To approach Friends of Litton for a grant to cover up to 50% of the cost.

**-1785** Councillor Thirtle circulated the draft Annual Parish Meeting presentation to Councillors.

**RESOLVED:** That following minor amendment as discussed, the presentation is approved for delivery at the Annual Parish Meeting.

**-1788** Councillor Warriner-Rowarth gave an update on the digital Derbyshire broadband initiative. Fibre optic broadband for Litton is ready to go live within the next 7 days and there is a further initiative to get fibre optic broadband to hamlets, however there will be a cost to residents.

## **1794 LITTON VILLAGE SHOP TABLES ON VILLAGE GREEN**

Councillor Rooke informed Councillors that Litton Village Shop Association wished to purchase 3 new wooden table and chair sets to replace those currently used in front of the village shop.

**RESOLVED:** That the Council has no objection to Litton Village Shop Association purchasing the new seating however it suggests that the Association might wish to consider a lower maintenance and more sustainable option than wooden outdoor

furniture.

### **1795 TABLE RENTS**

**RESOLVED:** It was agreed that rents in respect of table and chairs situated on the village greens would not be increased for 2017/18. However, it is likely that the rents will increase from next year.

### **1796 CRESSBROOK CAR PARK WALL REPAIR**

It was noted that the Council has still not heard from the insurers of the car which hit and damaged the wall at Cressbrook carpark.

**RESOLVED:** That Councillor A Evans will obtain a quote for repairing the wall ready to forward to the insurers once contact has been made.

### **1797 PLANNING APPLICATIONS**

It was noted that an application for a dual pitch general purpose agricultural building had been submitted to the PDNPA by Holland Twine House, Sterndale Lane, Litton under a GPDO and that such applications are not usually subject to public consultation.

**IT WAS AGREED:** That the Council will engage with the PDNPA in respect of this application due to the concern expressed by residents within the village.

### **1798 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1511 & 1515 in the sum of £1.689.72 had been drawn.

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

**IT WAS ALSO RESOLVED:** That the Council will approach Joanne Taylor in respect of completing the Council's 2016/17 internal audit,

### **1799 CORRESPONDENCE**

An email in respect of Derbyshire Police and Crime Commissioner engagement opportunities was circulated to Councillors.

**RESOLVED:** That there is not currently a suitable event planned in the parish where such engagement would be appropriate.

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

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 20<sup>th</sup> February 2017 at 7.30pm at Litton Village Hall

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

IN ATTENDANCE: G Turner, Clerk

### 1780 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1781 PUBLIC PARTICIPATION

There were two members of the public present at the meeting who wished to speak regarding agenda item 11.

The Chair explained the procedure for the appeal process. The appellants then outlined their reasons for the appeal against non-resident burial fees being charged.

### 1782 MINUTES OF THE FULL COUNCIL MEETING HELD ON 16<sup>th</sup> January 2017

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

### 1783 ACTIONS FROM THE LAST MEETING

-1651 An email received from Mr & Mrs N Burrows was circulated to members.

**RESOLVED:** That Councillor Thirtle will draft a response for circulation via email to the effect that the Council will maintain the boundary screening between Sunnybank and the playground to a minimum of six foot and it will be at the Council's discretion whether it is maintained any higher.

-1708 **RESOLVED:** That loose headstones at the cemetery will be placed on the July Agenda for an update.

-1723 An email from Mr J Burrows relating to the Village Green Regulations was circulated to the meeting.

It was also noted that the Vehicular Access Agreements come into effect on 1st April.

**RESOLVED:** That Councillor J Evans will draft a response to Mr J Burrows and also a reminder to those who have yet to sign the Vehicular Access Agreements.

**-1732** It was noted that the Handyperson had now installed the 'no parking' signs on the village greens near the school and Red Lion.

**-1756** Councillor Thirtle reported that the trees at the cemetery and playground had now been felled.

**RESOLVED:** That Councillor J Evans will ask Mr Marsden to quote for the repairs to the cemetery wall.

**IT WAS ALSO RESOLVED:** That Councillor Thirtle will obtain 2 quotes for repairing the pedestrian and vehicle gates at the cemetery.

**-1765** A further draft of the Data Protection policy was distributed to Councillors.

It was noted that the Health & Safety policy would be revised for circulation at the March meeting.

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

**-1766 RESOLVED:** That Councillors Thirtle and Warriner-Rowarth arrange a meeting with Mr Broadhurst to discuss the boundary wall at the memorial playing field prior to the March meeting.

An email from the Council's solicitors relating to the memorial playing field boundary dispute was circulated to the meeting.

**RESOLVED:** That the Clerk write to the solicitors requesting that the file be formerly closed and the papers archived for 6 years.

## **1784 MANAGEMENT OF TREES ON LITTON VILLAGE GREEN**

A report was circulated to the meeting.

**IT WAS AGREED:** That the proposal contained in the report regarding the management of trees on the village green in front of Litton Village Hall and the Red Lion, be put to residents at the Annual Parish Meeting for feedback.

## **1785 ANNUAL PARISH MEETING – DATE; FLYER; AGENDA; PRESENTATION**

A draft flyer and presentation were circulated to Councillors.

**IT WAS AGREED:** That the flyer is approved and the Clerk will print copies for

distribution.

**IT WAS ALSO AGREED:** That a Casual Vacancy Notice will be printed on the reverse of the flyer.

**IT WAS FURTHER AGREED:** That following discussion and minor amendment the presentation is approved.

#### **1786 PLANNING APPLICATIONS**

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

#### **1787 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1509 & 1510 in the sum of £1,144.52 had been drawn.

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

#### **1788 CORRESPONDENCE**

Councillor Warriner-Rowarth updated Councillors regarding the review of broadband access in Derbyshire.

**RESOLVED:** That Councillor Warriner-Rowarth will continue to liaise with DCC regarding the Digital Derbyshire broadband initiative.

#### **1789 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 item 11 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.

Councillors considered an appeal against non-resident burial fees being charged. The Council took into account all the information provided by the appellants in a letter to the Council, as well as supplementary information given at the beginning of the meeting.

**RESOLVED:** That the appeal against non-resident burial fees being charged is not upheld.

**IT WAS FURTHER RESOLVED:** That the Chair draft a letter, for circulation via email, explaining to the appellants why their appeal against non-residential burial fees failed.

There being no further business the Chair declared the meeting closed at 10.20pm.

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 16<sup>th</sup> January 2017 at 7.30pm at Litton Village Hall

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

IN ATTENDANCE: G Turner, Clerk

### 1770 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1771 PUBLIC PARTICIPATION

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

### 1772 MINUTES OF THE FULL COUNCIL MEETING HELD ON 21<sup>st</sup> November 2016

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

### 1773 ACTIONS FROM THE LAST MEETING

-1651 An email received from Mr & Mrs N Burrows was circulated to members.

**RESOLVED:** That Councillor Thirtle write to Mr & Mrs N Burrows regarding proposed screening between the boundary of their property and the playground.

-1708 **RESOLVED:** That Councillor J Evans and the Clerk will liaise regarding publicising the details of the loose gravestones where relatives cannot be easily traced, with the aim of publication in the March Village Voice.

-1723 A letter and map received from Favell Smith & Lawson, solicitors, relating to vehicular access across the village green in Litton were circulated to the meeting.

**RESOLVED:** That Councillor J Evans will draft a response to the solicitors and arrange a meeting with Mr & Mrs Brown.

-1732 Councillor A Evans reported that she has arranged twice for the dents in the greens on Hall Lane to be smoothed out but that each time the damage has



reappeared.

**RESOLVED:** That Councillor Rooke will chase up the installation of the small 'no parking' signs with the handy person.

**-1756** Councillor Thirtle reported his intention to get a team together to take down the tree at the Cemetery and obtain quotes for the repair of the wall and pedestrian gate.

**RESOLVED:** In order to protect the Cemetery field from vehicular damage, the shrubs near the entrance will be reduced in size and a stoned area created for the purpose of siting temporary skips and machinery associated with the preparation of plots for burials.

**-1765** Three draft policies were circulated to the meeting, Records Management, Health and Safety and Data Protection.

**RESOLVED:** That the Records Management policy be approved and that the Health and Safety and Data Protection policies be revised as discussed for circulation and approval at the February meeting.

**-1766** Councillor Thirtle reported that he had written to Mr Broadhurst requesting a meeting to agree the boundary between the memorial playing field and his land and was awaiting a response.

#### **1774 BUDGET 2017/18 – Capital Projects**

A draft budget for 2017/18 was circulated to the meeting.

**IT WAS AGREED:** That in 2017/18 the Council would prioritise capital spending on cemetery improvements, the thinning of trees on Litton village greens and minor works in the Playground and at the Memorial Playing Field.

#### **1775 ANNUAL MEETING AND ANNUAL PARISH MEETING**

**IT WAS AGREED:** That the Annual Parish Meeting will be held at Litton Village Hall late March/early April.

**IT WAS ALSO AGREED:** That the Annual Meeting will be held on Monday 15<sup>th</sup> May at 7.30pm in Litton Village Hall.

**IT WAS NOTED:** That for personal reasons Cllr's C Thirtle, S Warriner-Rowarth, A Evans and J Evans do not currently intend to stand for re-election in the 2019/20 elections.

**IT WAS RESOLVED:** That Councillor J Evans should draft an advert for publication in the Village Voice for new Councillors to join the Parish Council and in particular a Councillor to represent Cressbrook.

## **1776 LITTON CEMETERY – NON RESIDENT BURIALS**

**RESOLVED:** That Councillor Thirtle will draft a policy note for inclusion within the Cemetery Regulations regarding the procedure for lodging appeals against the double fees applicable to non-resident burials.

## **1777 PLANNING APPLICATIONS**

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

## **1778 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1488 to 1508 in the sum of £2,835.82 had been drawn.

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

## **1779 CORRESPONDENCE**

An email from DCC regarding a review of broadband access in Derbyshire was circulated to members.

**RESOLVED:** That Councillor Warriner-Rowarth write to DCC requesting an outline of which areas of Litton Parish will be covered by the programme to enable homes and business in Derbyshire to access speeds of up to 24Mb per second by the end of 2018.

A Report from the Snow Warden was circulated to the meeting.

**RESOLVED:** That Councillor Thirtle convey the Council's thanks to Nicky Loveday for her continued excellent work as Snow Warden, especially during the recent snow and ice.

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

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 21<sup>st</sup> November 2016 at 7.30pm at Litton Village Hall

PRESENT: Cllr C Thirtle in the Chair  
Cllrs A Evans, J Evans, G Rooke

APOLOGIES: Cllr S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

### **1760 DECLARATION OF INTERESTS**

There were no interests declared for agenda items.

### **1761 PUBLIC PARTICIPATION**

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

PCSO Ian Phipps submitted a report stating that since mid-October there have been the following calls for service:

- 2 re Admin (people wanting to collect lost property etc.)
- 1 re Violence
- 2 re Concern for Safety
- 1 re Abandoned Call
- 1 re Theft from Vehicle
- 1 re Alarm sounding

In addition, there was a general alert message for a spate of thefts from vans and sheds and a warning that quad bikes in particular are being targeting.

### **1762 MINUTES OF THE FULL COUNCIL MEETING HELD ON 17<sup>th</sup> October 2016**

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

### **1763 ACTIONS FROM THE LAST MEETING**

-1651 It was reported that Mr & Mrs N Burrows are currently considering the

Council's proposal.

**RESOLVED:** To leave in abeyance until January.

**-1708** It was reported that it has not been possible to trace a number of the relatives of the graves with loose headstone at the cemetery.

**RESOLVED:** That a notice giving details of the graves will be posted on the village noticeboards and publicised in the next Village Voice in the hope that residents will come forward with information.

**-1723** It was reported that Vehicular Access Licence Agreements was ongoing.

**-1732** An estimate of the costs of protecting and reseeding portions of the village greens was circulated to the meeting.

**RESOLVED:** That the handy person be instructed to proceed with item 1.4 of the estimate - to supply and install 2 small signs, to match the existing Council parking signs, but that the remaining items will be held in abeyance until Spring.

**RESOLVED:** That Councillor A Evans will arrange for the dents in the greens on Hall Lane to be smoothed out.

**-1755 RESOLVED:** That the Clerk liaise with Mr Renger for the Heritage Lottery Fund account to be finalised at the earliest opportunity.

The Council noted how good the new gate and posts at the Memorial Playing Field look and Councillors expressed their thanks to the volunteers, David Gratton, Mark Weston and Andrew Weston who helped Cllr J Evans erect them.

**-1756** Councillor A Evans reported that the Spring bulbs will be planted in the Garden of Remembrance within the next couple of weeks.

The Chair reported that the tree causing the wall to bow at the cemetery will be removed over the winter.

**RESOLVED:** That once the tree is removed the Council will obtain quotes for the wall's repair.

**-1757** It was reported that the wall at Cressbrook car park has now been repaired.

**-1760 RESOLVED:** That by the end of March 2017, the Council will arrange for the removal of the pine tree in the playground which is leaning towards Sunnybank.

#### **1764 BUDGET & PRECEPT 2017/18**

A draft budget for 2017/18 was circulated to the meeting.

**IT WAS AGREED:** That the recurrent expenses and income in the draft budget be approved.

**IT WAS RESOLVED:** That there would be no increase in the Precept for an average band D property for 2017/18.

**IT WAS ALSO AGREED:** That in order to manage the Cemetery improvements it would be helpful if someone would volunteer to be co-opted onto the Council for a period of 1 to 2 years to oversee the project, as there is limited capacity within the current Council to oversee such a significant project.

**IT WAS RESOLVED:** That the Council seek the advice of a tree surgeon to inform the Council's decision, and their case to the Peak District National Park Authority, as to which trees to pollard and which should be removed in order to reduce overcrowding and improve the grass cover on Village Green in front of Litton village Hall.

## **1765 FREEDOM OF INFORMATION ACT – PUBLICATION SCHEME POLICIES & PROCEDURES**

A draft publication scheme was circulated to the meeting and it was noted that there are a few Council policies which require drafting/updating.

**IT WAS RESOLVED:** That Councillors will each draft one of the policies for circulation at the January meeting.

**IT WAS ALSO RESOLVED:** That the publication scheme be adopted and published once all the policies are approved.

A draft grant awarding policy was circulated to the meeting.

**IT WAS AGREED:** That the draft be amended in the manner discussed at the meeting and recirculated via email for approval by 1<sup>st</sup> December.

## **1766 MEMORIAL PLAYING FIELD BOUNDARY**

A Chartered Surveyor's report of a survey commissioned by the Council to determine the position of the Memorial Playing Field northern boundary was circulated.

**RESOLVED:** That Councillors C Thirtle and S Warriner-Rowarth will arrange a meeting with Mr Trevor Broadhurst with the aim of resolving the positioning of the northern boundary wall.

## **1767 PLANNING APPLICATIONS**

NP/DDD/1016/1035 – Proposed conversion of barn into a holiday unit, Bottomhill Road, Cressbrook

**IT WAS RESOLVED:** That the Council support the application.

## **1768 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1483 to 1487 in the sum of £2,227.19 had been drawn.

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

## **1769 CORRESPONDENCE**

- a. An email from DALC was circulated to the meeting regarding the withdrawal of the Safer Neighbourhood Teams presence from Council Meetings and Neighbourhood Watch Groups. It was noted that an initiative has been proposed by another Council to hold a seminar with local police representatives, regarding this decision.
  
- b. A circular had been sent to all Parish Councils from the Economy, Transport & Communities department of Derbyshire County Council, informing them that a company were investigating the potential for hydraulic fracturing for shale gas in the county.

**IT WAS RESOLVED:** To publicise the informative note on the Parish noticeboards, however, it was noted that there is no direct impact on Litton Parish at this stage and that no planning consents or licences had yet been approved.

- c. The Council was notified that there is an NHS public consultation, which runs until 20 January 2017, regarding proposed changes to children's surgery and hyper acute stroke care in North East Derbyshire.

**IT WAS RESOLVED:** To publicise the consultation on parish noticeboards and the Council's website.

There being no further business the Chair declared the meeting closed at 9.55pm.

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 17<sup>th</sup> October 2016 at 7.30pm at Litton Village Hall

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

IN ATTENDANCE: G Turner, Clerk

### 1750 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1751 PUBLIC PARTICIPATION

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

### 1752 MINUTES OF THE FULL COUNCIL MEETING HELD ON 19<sup>TH</sup> SEPTEMBER 2016

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

### 1753 ACTIONS FROM THE LAST 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 update on action 1651 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.

-1651 A report with supporting plans relating to the boundary between the playground and Sunnybank was circulated to the members.

**IT WAS AGREED:** That within 14 days Councillor Thirtle will draft a letter to Mr & Mrs N Burrows outlining Option A of the report.

-1670 See item 1755 below.

**&1720**

-1708 Defer to November meeting.

-1723 Councillor J Evans reported that the Vehicular Access Licence Agreements



and covering letters are now with the Clerk for distribution to the relevant households.

- 1732** Councillor Rooke reported that he had met with the handy person to determine which parts of the village green in Litton are in need of repair.

**RESOLVED:** That the handy person be instructed to cost dressing and reseeding the areas of the village green in need of repair, as well as 'Do not park on the village green' signs, with a view to completing the work next spring.

Councillor Warriner-Rowarth reported that she had spoken with the Head at Litton School and a note asking parents not to park or drive over the village greens would be included in the next newsletter.

**IT WAS ALSO RESOLVED:** That Councillor Warriner-Rowarth will produce and distribute to Councillors in Litton, the notice to be placed on cars parked on the village greens requesting that they refrain from doing so.

- 1741** Councillor Thirtle reported that the pedestrian gate at the cemetery had been removed and the 'caution uneven ground' sign would be placed at the cemetery within the next few days.

- 1745** Councillor Rooke reported to the members that he had inspected the playground equipment and found nothing in need of repair.

**RESOLVED:** That the handy person be instructed to proceed per the Contract 2016/17 additional works estimate and top up the wood fibre surface at the playground by 200mm.

## **1754 PROJECTS – SEQUENCING AND FINANCING**

**RESOLVED:** That the priorities for this financial year are to:

- a. Complete construction of the Memorial Playing Field north boundary wall as required as part of the termination of the 'Oven agreement' of 1973.
- b. Remove the tree by the gate at the Cemetery which is causing the wall by the gate to bow and fail, repair the wall, and then repair and rehang the pedestrian gate.
- c. Repair the dry stone wall at the entrance to Cressbrook car park.
- d. Provide 'do not park on the Village Green' signs and re-seed and redress damaged areas of the Village Green in Litton,

**IT WAS FURTHER RESOLVED:** That the Council will consider resurfacing the cemetery driveway and creating new paths as priorities in the next and

subsequent financial year (2017/18 and 2018/19).

### **1755 MEMORIAL PLAYING FIELD**

Councillor J Evans reported that a survey of the Memorial Playing Field has been commissioned to ascertain, accurately, where the continuous northern boundary dry stone wall should be constructed.

Councillor J Evans also confirmed that he had contacted the stone wallers, Earnshaw & Booth, who have given a provisional start date of mid-November.

**RESOLVED:** That Councillor J Evans be authorised to manage the budget of £4,400 to restore the playing field boundary wall.

Councillor J Evans further informed members that the gate posts are now in position and the gate has been ordered.

**RESOLVED:** That the old gate is rotten and has no value so should be disposed of.

### **1756 CEMETERY – SPRING BULBS BUDGET, WORKS (TREES; SHRUBS; GATES)**

Councillor A Evans reported to members that she has sourced spring bulbs for free.

**IT WAS AGREED:** That a budget of £50 be made available to allow the handy person to plant the bulbs. Councillor Warriner-Rowarth will oversee their planting.

**IT WAS ALSO AGREED:** That over the winter period the tree causing the wall to bow should be removed, the pedestrian gate will be repaired and a quote for the repair of the wall will be obtained.

### **1757 CRESSBROOK CAR PARK WALL REPAIR**

It was reported that one of the walls at Cressbrook car park is in need of repair.

**RESOLVED:** That Councillor A Evans will arrange for someone to look at the wall with a view to getting it repaired.

It was further reported that the terrace on Cressbrook village green, and the flowerbeds in the sensory garden of Litton Playground, are in need of additional weeding to that planned for within the existing Handy person contract.

**RESOLVED:** That the Handy Person be given an additional budget of up to £120 per annum to keep these areas well tended.

### **1758 PLANNING APPLICATIONS**

No new planning applications have been received since the September meeting.

### **1759 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1475 to 1482 in the sum of £1,454.68 had been drawn.

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

### **1760 CORRESPONDENCE**

It was reported that a Notice had been placed on the phone box in Litton stating that BT want to decommission it.

**RESOLVED:** That the Council will write to the PDNPA to object to its removal. However, if it is to be decommissioned then the Council is prepared to adopt it on the condition that Friends of Litton take on responsibility for its maintenance.

An email from Mrs K Burrows relating to a tree in the playground which she feels is leaning precariously towards her property, was circulated to members.

Councillor Thirtle reported that he had visited the site but does not feel that the tree poses an immediate threat.

**RESOLVED:** That Councillor J Evans will take a look at the tree and give a second opinion. In any event the Councillor Thirtle will offer to remove a large bough from the tree closest to Mr and Mrs Burrows property.

**IT WAS AGREED:** That Nicky Loveday should be formally thanked for her continued work as Snow Warden.

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

## LITTON PARISH COUNCIL

Minutes of the Monthly Meeting  
held on 19<sup>th</sup> September 2016 at 7.30pm at Litton Village Hall

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

IN ATTENDANCE: G Turner, Clerk

### 1737 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1738 PUBLIC PARTICIPATION

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

The Chair stated that PCSO Ian Phipps had reported that there had been four calls for service in the Parish over past 2 months – 1 suspicious activity, 1 abandoned call, 1 damage and 1 violence.

### 1739 MINUTES OF THE FULL COUNCIL MEETING HELD ON 18<sup>TH</sup> JULY 2016

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

### 1740 ACTIONS FROM THE LAST MEETING

-1651 It was noted that the Council is still awaiting a proposal from Mr & Mrs N Burrows with regard to their boundary with the Playground.

**RESOLVED:** That the Clerk send a final letter to Mr & Mrs N Burrows stating that if no proposal is received it will become an agenda item for the October meeting.

-1666 The Clerk reported that Derbyshire County Council's Records Office now hold the Parish Council's documentation in secure storage.

-1670 Councillor J Evans reported that the grit stone gate posts for the memorial & 1720 playing field are due to be delivered by the end of the week and will be installed by volunteers at the weekend. The plaques have also been dispatched and should also arrive by the end of the week.

**RESOLVED:** That Councillor J Evans will obtain quotes for new gates for the memorial playing field and circulate to Councillors once received.

**-1708** Councillor Thirtle has now supplied the details of which gravestones are loose at the Cemetery to the Clerk.

**RESOLVED:** That the Clerk write to the families/deed holders in the manner set out in the June Minutes.

**-1723** Draft Vehicular Access Licence Agreements were circulated to members.

**RESOLVED:** That the Licence Agreements be approved and that licences incur an annual peppercorn rent.

**IT WAS FURTHER RESOLVED:** That invoices will be sent out in March 2017 with the Licence Agreements commencing 1<sup>st</sup> April 2017.

**-1731** A report was circulated to members.

**RESOLVED:** That from 1st October 2016 a 2% inflationary rise be levied on all cemetery fees of £125 or above and rounded to the nearest £5.

**IT WAS ALSO AGREED:** That what constitutes a resident and non-resident with regard to fees payable be clarified on the website.

**-1732** A report was circulated to members.

**RESOLVED:** That the working group will devise various scenarios, to include a safety risk assessment and likely cost, to stop vehicles driving over/parking on the village greens and thereby damaging them, in particular around the school.

**IT WAS ALSO AGREED:** That the working group will reseed the area around the school where the grass has been worn bare and place 'do not park area reseeded' notices on the green.

**IT WAS FURTHER AGREED:** That Councillor Warriner-Rowarth will draft a notice to be placed on offending cars and also ask the school to add a request in their next newsletter that parents do not park on or drive over the grass when dropping off or picking up their children.

#### **1741 CEMETERY: UPDATE FROM WORKING GROUP ON DRIVE/PATH IMPROVEMENTS**

A report was circulated to members.

**IT WAS RESOLVED:** That Councillor Thirtle will obtain quotes for repairing the cemetery gates and resurfacing the driveway in preparation for a discussion on all capital works required in the Parish at the October meeting.

**IT WAS FURTHER RESOLVED:** That to minimise the immediate risks to cemetery users, the pedestrian gates be removed and temporary signs erected warning of the loose chippings and uneven surface on the driveway.

#### **1742 RATIFICATION OF PERSISTENT OR VEXATIOUS COMPLAINT POLICY**

A draft policy was circulated to members.

**RESOLVED:** That the policy be adopted pending final comment from Councillors and published on the website.

#### **1743 CHRISTMAS TREES**

**RESOLVED:** To order Christmas trees in line with last year.

It was noted that Councillor A Evans was against the purchase of Christmas Trees from Council funds.

#### **1744 MEMORIAL PLAYING FIELD BOUNDARY WALL – REVIEW OF QUOTES; STRATEGY MOVING FORWARD**

**RESOLVED:** That Councillor J Evans will arrange a survey of the memorial playing field.

**IT WAS FURTHER RESOLVED:** That once the survey report is received Councillors Thirtle and Warriner-Rowarth will meet with Mr Broadhurst to discuss the reinstatement of the boundary wall.

#### **1745 HANDY PERSON CONTRACT – REVIEW; BUDGET AGREEMENT FOR ADDITIONAL WORK**

An estimate of works was circulated to members.

**IT WAS AGREED:** That the Handy Person should carry out work at the Playground in respect of Items 1 and 3 of the report, but that Councillor A Evans will discuss with Mr Postlewaite from DCC Item 2.

**IT WAS ALSO AGREED:** That the Handy Person should carry out work in Cressbrook in respect of Items 4 and 5 detailed in the report.

**IT WAS RESOLVED:** To proceed with the second year of the 3 year Handy Person Contract, without amendment.

#### **1746 DCC SNOW WARDEN SCHEME**

The Chair reported that Nicky Loveday had agreed to continue to act as Snow Warden for the Parish should the Council wish to participate in the scheme for 2016/17.

**RESOLVED:** That as the scheme has been successful in previous years the Council would sign-up for 2016/17.

#### **1747 PLANNING APPLICATIONS**

Councillors agreed to discuss the following planning application which was received after the September Agenda papers had been sent out.

NP/DDD/0916/0866 – 5-6 River View, Litton Mill  
Proposed reinstatement of 5 and 6 Riverview as two separate dwellings.

**RESOLVED:** That the Council supports this application.

#### **1748 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1463 to 1474 in the sum of £1,454.68 had been drawn.

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

The Clerk circulated a copy of Grant Thornton's Audit Report on the Council's Annual Return 2015/16 to members.

#### **1749 CORRESPONDENCE**

A report on complaints of youth noise at the playground was circulated to members.

**RESOLVED:** That the Council will continue its work to mitigate youth nuisance in the playground and write to the complainant reaffirming the course of action the Council is taking in addressing the concerns.

There being no further business the Chair declared the meeting closed at 11pm.

## LITTON PARISH COUNCIL

Minutes of the Annual General Meeting & Monthly Meeting  
held on 18<sup>th</sup> July 2016 at 7.30pm at Litton Village Hall

PRESENT: Cllr C Thirtle in the Chair  
Cllrs A Evans, J Evans

APOLOGIES: Cllr S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

### 1727 DECLARATION OF INTERESTS

Councillor Thirtle declared an interest in item 9 of correspondence relating to the Stone Pit Quarry planning application, as he indirectly works for the applicant.

### 1728 PUBLIC PARTICIPATION

There was one member of the public present at the meeting.

Mr Otter addressed the council with regard to the planning application for Stone Pitts Yard, Cressbrook.

The Chair stated that PCSO Ian Phipps had reported that there had been two calls for service in the Parish over the last month – 1 Anti Social Behaviour and 1 Transport.

### 1729 MINUTES OF THE FULL COUNCIL MEETING HELD ON 20<sup>TH</sup> JUNE 2016

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

### 1730 ACTIONS FROM THE LAST MEETING

-1651 It was reported that the Council is still awaiting feedback from Mr & Mrs N Burrows with regard to their boundary with the playground.

**RESOLVED:** That the Clerk send a reminder to Mr & Mrs N Burrows if no feedback is received by the third week of August.

-1666 The Clerk reported that an appointment had been made to take the Council's documentation to the Derbyshire County Council's Records Office in September for secure storage.



**-1670** Councillor J Evans reported that the grit stone gate posts for the memorial & **1720** playing field had been ordered and outlined the details of a quote received for a higher specification gate than originally sought.

**RESOLVED:** That there may be sufficient monies in the Heritage Lottery Fund to support the increased cost of a better quality gate and therefore Councillor J Evans will source two more quotes at the higher specification.

**-1705 RESOLVED:** That Councillor Thirtle amend the 2016/17 Work Plan as discussed at the meeting, prior publication on the Council's website.

**-1708 RESOLVED:** That Councillor Thirtle supply the details of which gravestones are loose to the Clerk so that the families can be written to in the manner set out in the June Minutes.

**-1723 RESOLVED:** To defer this item to the September Meeting.

### **1731 CEMETERY & CEMETERY FEES**

Councillor Thirtle reported that this item is progressing.

### **1732 IMPACT OF PARKING ON THE VILLAGE GREEN**

It was reported that the trial 'no parking' signs on the village green are working well.

**RESOLVED:** That Councillor Rooke will consider during the summer recess of ways to protect the areas where the grass has been worn bare due to cars parking/driving over the green.

### **1733 PLAYGROUND**

It was reported Councillors Warriner-Rowarth and Thirtle had met with Mr Mike Galsworthy of DDDC.

**RESOLVED:** That the Clerk send Mr Galsworthy a copy of the Council's insurance and recent ROSPA report, together with a map of the boundary.

### **1734 PLANNING APPLICATIONS**

NP/DDD/0616/0539 – Stone Pitts Yard, Cressbrook  
Change of use of site from industrial to residential; erection of new dwelling; erection of garage/store/workshop; erection of solar panel array.

**RESOLVED:** That the Council supports the application for change of use from industrial to residential.

NP/DDD/0616/0518 – 42 Middle Row, Cressbrook  
Listed Building consent

**RESOLVED:** That the Council supports this application.

**RESOLVED:** That unless requiring an Extraordinary Meeting, or a delay not being accepted by the Peak District National Park Authority, any planning applications received during August should be dealt with by Councillor J Evans, with a copy of his views being sent to the Council for comments before despatch.

**1735 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1458 to 1462 in the sum of £1,172.14 had been drawn.

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

**1736 CORRESPONDENCE**

A quarterly report from the handy person was circulated to the meeting.

**RESOLVED:** Councillors Thirtle and Warriner-Rowarth to liaise over the preparation of next year's contract, which should include tasks that are not currently specified in the contract but have been identified by the handy person as necessary, in her quarterly reports.

There being no further business the Chair declared the meeting closed at 9.37pm.

## LITTON PARISH COUNCIL

Minutes of the Annual General Meeting & Monthly Meeting  
held on 20<sup>th</sup> June 2016 at 7.30pm at Cressbrook Club

PRESENT: Cllr C Thirtle in the Chair  
Cllrs A Evans, J Evans

APOLOGIES: Cllr S Warriner-Rowarth  
Cllr G Rooke

IN ATTENDANCE: G Turner, Clerk

### 1714 DECLARATION OF INTERESTS

There were no interests declared for agenda items.

### 1715 PUBLIC PARTICIPATION

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

Representatives of Mr Andrew Broadbent's family addressed the council with regard to the cemetery fees.

**RESOLVED:** That it was due to a force of circumstance that Mr Broadbent did not reside in Litton at the time of his death and so in this instance the Council will waive the double fees requirement.

### 1716 MINUTES OF THE FULL COUNCIL MEETING HELD ON 16<sup>TH</sup> MAY 2016

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

### 1717 ACTIONS FROM THE LAST MEETING

**-1581 RESOLVED:** To leave the maintenance of the Cressbrook war memorial in abeyance until the current owners respond to the Council's letter.

**-1666** The Clerk reported that arranging for the secure storage of Council papers was ongoing.

**-1670** See Minute 1720 below.

**-1705** A report was circulated to the members.

**RESOLVED:** That Councillor Thirtle amend the 2016/17 Work Plan before final circulation via email for approval before the Council's July Meeting.

**-1708** Councillor Thirtle advised that he had stress tested all the gravestones at the cemetery and found that 20 were loose and could benefit from repair. He also advised that one in particular should be laid flat immediately so as not to present a risk to visitors.

**RESOLVED:** To write to all the families whose gravestones are loose requesting that they arrange for them to be stabilised and advise them, that if they are not stabilised, the council may elect to lay them flat in the future without further correspondence.

**IT WAS ALSO RESOLVED:** To review the situation in Spring 2017.

### **1718 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 update on action 1651 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.

**-1651** Sunnybank Lease Agreement.

Councillor Thirtle reported that he had met with Mr and Mrs N Burrows regarding the boundary between the playground and Sunnybank, and that Mr and Mrs Burrows would contact the Council with a proposal in due course.

**RESOLVED:** That Councillor J Evans will contact the Land Registry for initial advice on the procedure regarding amending boundaries.

### **1718 BUSINESS CONTINUITY PLAN**

A draft business continuity plan was circulated to members.

**RESOLVED:** That the business continuity plan be adopted subject to minor amendment by Councillor Thirtle in the manner discussed at the meeting.

### **1719 RISK ASSESSMENT REVIEW**

A revised Risk Assessment was circulated to members.

**RESOLVED:** That the Risk Assessment be approved for the next 12 months once amended by Councillor Thirtle in the manner discussed at the meeting.

### **1720 GRASS CUTTING REVIEW**

Councillor J Evans reported that he had met with the Council's grass cutting contractors, TCL (North) and that he believed the issues they had had over the last couple of months which had resulted in unsatisfactory performance are now resolved.

He further stated that because of the unsatisfactory performance by the contractors, the Council would not be charged for the first 2 months of the grass cutting contract.

#### **1721 MEMORIAL PLAYING FIELD**

A report was circulated to the meeting.

**RESOLVED:** That the wording of the memorial plaque for the gate to the Memorial Playing Field be approved and ordered.

**ALSO RESOLVED:** That Councillor J Evans order the gates and grit stone posts for the Memorial Playing Field.

**IT WAS FURTHER RESOLVED:** That Councillor J Evans seek confirmation from the builders that the quotes submitted for the rebuilding of the wall in the Memorial Playing Field, include foundations.

#### **1722 PLAYGROUND INSPECTION**

It was noted that the annual playground inspection had been carried out by Playsafety Limited and that no issues with safety had been identified.

#### **1723 CEMETERY**

**IT WAS AGREED:** To defer the item on Cemetery fees until the full Council Meeting in July, prior to which Councillor Thirtle will circulate a report.

#### **1724 VILLAGE GREENS**

It was reported that not all residents had yet complied with the Village Green regulations published in January.

**IT WAS RESOLVED:** That Councillor J Evans will write to the residents concerned.

A draft licence agreement for use of the Village Green was circulated to the meeting.

**IT WAS RESOLVED:** That the licence agreement is approved subject to minor amendment by Councillor J Evans in the manner discussed at the meeting.



### **1725 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1453 to 1457 in the sum of £574.07 had been drawn.

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

It was reported that the Internal Auditor had requested that she be allowed to submit a copy of her Audit and Clerk's Report on the Annual Return for the year ended 31<sup>st</sup> March 2016 to Derbyshire Association of Local Councils (DALC).

**AGREED:** That the Internal Auditor's Audit and Clerk's Report can be submitted to DALC and posted on the Council's website.

### **1726 CORRESPONDENCE**

A letter from A Watkins was circulated to members.

**RESOLVED:** That the letter be referred to the working group responsible for parking and protection measures for Litton Village Green.

The chair reported that footpath discs had now been installed on the finger posts to Tideswell Dale.

There being no further business the Chair declared the meeting closed at 10.02pm.

## LITTON PARISH COUNCIL

Minutes of the Annual General Meeting & Monthly Meeting  
held on 16<sup>th</sup> May 2016 at 7.30pm at Litton Village Hall

PRESENT: Cllr C Thirtle in the Chair  
Cllrs A Evans, J Evans, G Rooke

APOLOGIES: Cllr S Warriner-Rowarth

IN ATTENDANCE: G Turner, Clerk

### **1700 DECLARATION OF INTERESTS**

There were no interests declared for agenda items.

### **1701 PUBLIC PARTICIPATION**

There was one member of the public present at the meeting.

The Chair stated that PCSO Ian Phipps had informed him that there had been one call for service in the Parish over the last month, which was an abandoned call.

### **1702 MINUTES OF THE ANNUAL GENERAL MEETING AND FULL COUNCIL MEETING HELD ON 18<sup>TH</sup> APRIL 2016**

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

### **1703 ACTIONS FROM THE LAST MEETING**

**-1581** It was noted that despite a further letter being sent to the owners of the war memorial, no response has been received.

**-1632** It was noted that the Freedom of Information policy note is now published on the Council's website.

**-1638** Councillor Thirtle reported that the maintenance work at the Garden of Remembrance has now been completed.

**-1639** Councillor Thirtle also reported that the diseased tree in the sensory garden had now been cut down and the planting completed.

**RESOLVED:** That Councillor J Evans arrange for the 'no dogs allowed' sign



to be fitted onto the gates at the playground.

**RESOLVED:** That the remaining posts surrounding the sensory garden can now be removed.

**-1641 RESOLVED:** To place the impact of parking on Litton Village Green on the agenda in July.

**-1666** The Clerk reported that arranging for the secure storage of Council papers was ongoing.

**-1670** Councillor J Evans reported that the residents at the Annual Parish Meeting were supportive of the proposed posts, gates and plaques for the Memorial Playing Field.

He also stated that he had requested 3 quotes for rebuilding the Memorial Playing Field wall.

**RESOLVED:** That Councillor J Evans should progress the ordering and installation of the new gates on the Memorial Playing Field.

**-1690** It was noted that there have been favourable comments on the 'no parking' signs on the village greens in Litton and that they appear to be achieving their aim of deterring car owners from parking irresponsibly. There is no evidence so far, that the problem of inappropriately parked cars is being moved to previously unaffected parts of the village.

**-1695** Councillor J Evans reported that the flower tubs in Litton are rotten and although may last a while longer are beyond repair.

**RESOLVED:** That the Council will allocated circa £160 per annum for the next 4 years to enable the replacement of 2 tubs each year.

It was noted that the tubs were originally put in place to deter cars from driving over Litton Village Green.

**RESOLVED:** That during the renewal process consideration will be given to whether all 10 tubs are still required and sponsors or residents willing to adopt, maintain and plant the tubs will be sort.

#### **1704 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 update on action 1651 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.

**-1651** Sunnybank Lease Agreement.

A report was circulated to members, following which discussions around different boundary scenarios took place.

**RESOLVED:** That the Clerk write to the Land Registry regarding reference YIODRJB.

**IT WAS FURTHER RESOLVED:** That Councillor Thirtle contact Mr and Mrs N Burrows with a revised discussion document.

#### **1705 COUNCILLOR VACANCIES**

It was reported that one of the two Councillor vacancies can be filled through co-option as it has been previously advertised, but that the other one needs to be advertised on Parish notice boards.

It was noted that a resident has expressed interest in one the Councillor vacancies and that another, although not wishing to be a Councillor, would be willing to work as part of a project team.

**RESOLVED:** That the Chair invites the resident interested in the Councillor vacancy to submit an application to the Council.

**RESOLVED:** That the vacancy arising from the resignation of Councillor J Butler be advertised on the Parish notice boards and notification of the vacancy be sent to the Returning Officer at DDDC.

#### **1706 OUTCOMES OF THE ANNUAL PARISH MEETING AND THE WORK PLAN 2016/17**

Notes taken at the Annual Parish Meeting (APM) on 12th May were circulated to members.

**RESOLVED:** To publish the APM notes on the Council's website under latest news as well as on the minutes page.

**RESOLVED:** That Councillor Thirtle will refresh the 2015/16 work plan for 2016/17 taking account of the feedback from the APM.

#### **1707 RISK ASSESSMENT REVIEW**

**RESOLVED:** To defer this item to the June meeting.

#### **1708 FIXED ASSET REVIEW**

A revised Fixed Asset Register was circulated to members.

**RESOLVED:** That the revised Fixed Asset Register be approved and published on the website.

## **1709 GRAVESTONES AT THE CEMETERY**

**RESOLVED:** That Councillor Thirtle will 'stress test' the headstones at Litton Cemetery to see if any are unsafe and in need of repair.

## **1710 PLAYGROUND**

It was noted that Mr Galsworthy from DDDC has requested a meeting with Councillors.

**RESOLVED:** That Councillors Thirtle, Rooke and J Evans forward their availability over the next couple of weeks to the Clerk in order that the requested meeting can be arranged.

## **1711 REVIEW OF PERFORMANCE OF GRASS CUTTING CONTRACT**

Councillor A Evans reported that although the grass cutting contract was encountering some initial teething problems, she felt that the workers were very good and once the problems with the inadequate equipment was resolved they would be able to deliver the contract to a high standard.

**RESOLVED:** That Councillor A Evans will request a meeting with the management of TCL (North).

**RESOLVED:** That the Clerk invite TCL (North) to the Council's June meeting, when a 3 month progress report on the contract will be taken by the Council.

## **1712 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1446 to 1452 in the sum of £1,391.31 had been drawn.

It was noted that the Council's precept for 2016/17 of £7,641 had been received.

**RESOLVED:** That the cheque be signed and the account to which it related be paid.

The Annual Return for the year ended 31<sup>st</sup> March 2016 was circulated together with the Independent Internal Auditors report for year ending 31<sup>st</sup> March 2016.

**RESOLVED:** That the 2015/16 Annual Return is approved and be submitted to Grant Thornton at the appropriate date.

Councillor Thirtle reported that he had purchased an incinerator for burning the green waste at the Cemetery.

**RESOLVED:** That the Council reimburse Councillor Thirtle the £28.98 paid for the incinerator.

### **1713 CORRESPONDENCE**

An email from Wardlow's Community Speed Watch group was circulated to members.

**RESOLVED:** That the Chair draft a response for circulation to Councillors via email.

An email received from an overseas PhD student requesting to meet with a Councillor to discuss planning and environment issues in the Peak District National Park was circulated to members.

**RESOLVED:** That Councillor J Evans will contact the student to arrange a meeting.

Councillor Thirtle informed the meeting that PCSO Phipps had enquired whether there were any 'Open Garden' type events happening in the Parish.

**RESOLVED:** That Councillors were unaware of any organised even taking place, however in the past one or two residents had opened their gardens on an informal basis and this could be the case again this year.

A letter from Mr M Otter relating to Stone Pit Quarry, Cressbrook as circulated to members.

**RESOLVED:** That the Clerk write to Mr Otter thanking him for his letter.

The Chair informed members that an invitation to participate in the Rights of Way Minor Maintenance Agreement 2016/17 scheme had been received from DCC.

**RESOLVED:** That the Council did not have capacity to take part in the scheme this financial year, but would request to be considered again for the scheme 2017/18.

There being no further business the Chair declared the meeting closed at 11.10pm.

## LITTON PARISH COUNCIL

Minutes of the Annual General Meeting & Monthly Meeting  
held on 18<sup>th</sup> April  
at 7.30pm at Litton Village Hall

PRESENT: Cllr C Thirtle in the Chair  
Cllrs J Butler, A Evans, J Evans, S Warriner-Rowarth

APOLOGIES: Cllr G Rooke

IN ATTENDANCE: G Turner, Clerk

### **1687 ELECTION OF CHAIR**

At the start of the meeting Councillor J Butler announced that he intends to stand down as a Councillor after the Annual Parish Meeting and it would, therefore, not be appropriate for him to be nominated for Chair. He also informed the Council that he is seeking a representative in Cressbrook for consideration of co option by the Council.

The Council thanked Councillor Butler for his engagement during his years with the Council.

The first item of business then transacted was the election of Chair. Councillor J Evans proposed, and Councillor A Evans seconded, that Councillor C Thirtle be elected as Chair.

There being no further nominations it was therefore

**RESOLVED:** That Councillor C Thirtle be elected as Chair of the Parish Council for the period to the next Annual General Meeting of the Council.

Councillor Thirtle took the Chair.

### **1688 ELECTION OF VICE CHAIR**

Councillor S Warriner-Rowarth proposed, and Councillor A Evans seconded, that Councillor J Evans be elected as Vice Chair.

There being no further nominations it was therefore

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

## **1689 DECLARATION OF INTERESTS**

There were no interests declared for agenda items.

## **1690 PUBLIC PARTICIPATION**

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

The Chair stated that PCSO Ian Phipps had informed him that there had been no calls for service in the Parish over the last 2 months but, acting on information received regarding a possible campout/rave on Friday 8<sup>th</sup> April, the Police had responded and intercepted several groups of young adults as they arrived at Tideswell Dale car park.

Once the police were reasonably confident that the 'event' at the quarry had been suitable diminished they conducted patrols to Litton Mill (to make sure no groups of people had headed that way along the footpath) and Tideswell where they encouraged the groups of young adults to find their way home as soon as possible. The majority of the young adults spoken to by the Police that night were not from the local area, but from Matlock/Buxton etc.

Mr & Mrs Wills from Candlelight Cottage stated that they were attending the meeting to discuss the erection by the Council of 'no parking' notices in front of their property. They also stated they were also speaking at the meeting on behalf of their neighbours. Mr Ward outlined his concerns regarding the lack of consultation and a sense that the Council was discriminating in favour of some residents at the expense of others.

The Chair explained that the issue of parking in Litton had been first brought to the attention of the Council, by residents, at the 2013 Annual Parish Meeting and the task of finding and trialling potential solutions to the problem was detailed in the Council's work programme that is available on-line. Residents can similarly access Council meeting agendas which are published to allow people to engage on any of the issues being discussed. The Chair went on to outline the Council's thought processes over the preceding months prior to the current parking solution being trialled.

Mr and Mrs Wills accepted that people had a right to be able to access their driveways but pointed out that the Parish Council has no authority to stop cars parking on the road outside Candlelight Cottage. Mrs Wills suggested that the signs simply needed to be a reminder to people to park considerately. The Chair noted that all parties were generally in agreement, therefore, that signs were an appropriate option to achieve the desired effect of encouraging considerate parking, but that the main points of contention were the wording of the sign, and its location and the location of the associated boundary posts.

Mr Ward stated that it is impossible for him to gain vehicular access to his driveway when there is a line of parked cars on the highway opposite his driveway.

Councillor Thirtle asserted that the Council, in its deliberations, had concluded that it was reasonable for Mr & Mrs Ward to be able to have unhindered vehicular access to their driveway and that this outweighed any expectation that someone reliant on using on-street parking might have regarding being able to park directly outside their house.

Mrs Wills informed the meeting that they had contacted the Police Safer Neighbourhood Team after being told by others that threats had been made, allegedly by Litton residents, to 'slash their tyres'.

Councillor A Evans expressed her incredulity that a Litton resident would make such a threat, and the Chair made it clear that such action could never be justified or condoned.

**RESOLVED:** That Mr & Mrs Wills and Mr & Mrs Ward work together to determine where the sign and posts might be better positioned to still allow Mr & Mrs Ward to be able to gain vehicular access to their driveway whilst minimising any loss of on-street parking space.

**IT WAS PROPOSED:** That the Council needs to consider the wording and positioning of the signs and the views of residents could be sought at the Annual Parish Meeting (APM).

**IT WAS ALSO RESOLVED:** That the trial run for 3 months from the APM and that the Council will take comments through the Clerk, Councillors and suggestion box situated in the village shop.

**IT WAS FURTHER RESOLVED:** That Councillor Thirtle will draft letters to Mr & Mrs Wills, and Mr and Mrs Ward, for circulation to Councillors via email.

#### **1691 MINUTES OF THE FULL COUNCIL MEETING HELD ON 21<sup>ST</sup> MARCH 2016.**

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

#### **1692 ACTIONS FROM THE LAST MEETING**

**-1581 RESOLVED:** To send a further letter to the current owners of the land requesting a response to the Council's letter of 7<sup>th</sup> March.

**-1632** Councillor Thirtle reported that the Freedom of Information policy note was now ready for posting on the website.

**-1638** Councillor Thirtle reported that the slate for the Garden of Remembrance had **&1682** now been ordered and would be delivered on Monday 25<sup>th</sup> April.

Councillor Warriner-Rowarth reported that the roses are due to arrive this month and that a list of the remainder of the plants for both the Garden of Remembrance and the sensory garden at the playground was close to completion.

**-1639 RESOLVED:** That Councillor Rooke arrange the purchase of an A3 'no dogs allowed in the playground' sign at a cost of £28 +VAT.

**RESOLVED:** That Councillor Thirtle arrange for the diseased tree in the sensory garden to be removed.

**RESOLVED:** That the Clerk look at alternative firms to carry out this year's safety inspection on the playground equipment.

**-1641** It was stated that Matthew Willis had reported to Councillor Rooke that parking on the main road close to the entrance on both sides to the lane leading to his property and six other properties results in very poor visibility and that an accident might occur.

**RESOLVED:** That as the issue is one of road safety, it is not a Parish Council matter and Mr Willis should report the issue to the Highways Agency.

**-1666 RESOLVED:** That the Clerk look into the secure storage of Council papers with the Derbyshire Records Office.

**-1670** A discussion took place on what form the memorial to Miss Penfold for bequeathing the playing field to the residents of Litton should take, the replacement gates and the width of the access required.

**IT WAS DECIDED:** That a working Heritage Lottery Fund & Playing Field working group should be formed, comprising of Mike Renger, Councillor Warriner-Rowarth and Councillor J Evans.

**AND THAT:** The working group develop a storyboard with proposals for the memorial for presentation at the Annual Parish Meeting.

## **1693 ANNUAL PARISH MEETING**

A draft flyer for the Annual Parish Meeting on Thursday 12<sup>th</sup> May was circulated to the meeting.

**RESOLVED:** That the flyer be approved, subject to minor amendment by Councillor Thirtle and then distributed to all households in the Parish.

## **1694 HANDY PERSON'S QUARTERLY REPORT**

A report by the Handy Person was circulated to Councillors.

It was reported that one of the headstones at the cemetery was loose and in need of quite urgent attention.

The Handy Person stated that she intends to attend to the moss growth on the path at the cemetery during July and it will be necessary to close the cemetery for a short period whilst she carries out the work.



Councillor A Evans stated that she will paint and refurbish the 2 benches by the well on Cressbrook Green.

Confirmation was given that all volunteers working on behalf of the Parish Council would be covered by its insurance.

**RESOLVED:** That the Handy Person will remove the remaining stakes in the sensory garden and edge the grass rather than replacing the stakes as previously minuted.

**RESOLVED:** That Councillor Thirtle will look into purchasing a first aid kit to be carried by the Handy Person when working with volunteers.

**RESOLVED:** That the Clerk will contact the owners of the loose gravestone in Litton Cemetery and request that it is repaired as a matter of urgency.

### **1695 LITTON TUBS**

Councillor A Evans informed the meeting that the 2 new flower tubs for Litton had arrived and that two residents had agreed to adopt them.

It was also reported that Mr Lownds had agreed to plant the remaining 10 tubs, with summer flowers for a one-off contract of £300. It was hoped that residents would also be willing to adopt these tubs next year.

### **1696 COMMUNITY SPEED WATCH CAMERA**

Councillor Thirtle gave a verbal report to the meeting.

**RESOLVED:** That although Litton Parish Council supports the concept of a speed watch camera, due to the complexities of its maintenance and management, it does not feel that this particular scheme is the correct approach to deter cars from speeding through the village.

### **1697 PLANNING APPLICATIONS**

None

### **1698 FINANCE (SCHEDULE OF ACCOUNTS ATTACHED)**

The Clerk submitted accounts for which cheques numbered 1441 to 1445 in the sum of £588.97 had been drawn.

**RESOLVED:** That the cheque be signed and the account to which it related be paid.

The Clerk circulated the Council's end of year Accounts for 2015/16 to the meeting, together with a bank reconciliation as 31<sup>st</sup> March 2016.

**RESOLVED:** That the Council's Accounts and bank reconciliation be approved.

### **1699 CORRESPONDENCE**

It was reported that the Friends of Litton School had requested that they be able to use the village green in front of the Village Hall on Saturday 14<sup>th</sup> May for a school fund raising event.

**RESOLVED:** That permission be granted to use the village green with no fee being payable.

There being no further business the Chair declared the meeting closed at 11pm.