



**Minutes of the Annual Council Meeting of Unstone Parish Council
held at Moorland View, Apperknowle on Thursday 16 May 2024**

**PRESENT Councillors Hopkinson (in the Chair), Booth, Dale,
Davison, Hubbard, Land, Lilleyman, Rogers and Smith**

**IN ATTENDANCE E Smith (Parish Clerk) and M Brown (Caretaker)
5 members of the public**

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- 138/24 ELECTION OF CHAIR**
RESOLVED Cllr Hopkinson was elected Chair and signed the acceptance of Office.
- 139/24 ELECTION OF VICE - CHAIR**
RESOLVED Cllr Smith was elected Vice-Chair and signed the acceptance of Office.
- 140/24 APOLOGIES FOR ABSENCE**
Cllr Perkins
- 141/24 VARIATION TO THE ORDER OF BUSINESS**
No variations to the order of business
- 142/24 DECLARATION OF MEMBERS INTEREST**
No declarations of interest
- 143/24 CONFIDENTIAL ITEMS**
No confidential matters
- 144/24 MINUTES OF THE FULL COUNCIL MEETING 18 APRIL 2024**
RESOLVED approved the Full Council meeting minutes.
- 145/24 STANDING ORDERS**
RESOLVED approved Standing Orders with no amendments.
- 146/24 FINANCIAL REGULATIONS**
RESOLVED approved Financial Regulations with no amendments.
- 147/24 RETENTION SCHEDULE**
RESOLVED approved the Retention Schedule with no amendments.
- 148/24 FREEDOM OF INFORMATION POLICY**
RESOLVED approved the Freedom of Information Policy with no amendments.
- 149/24 EQUAL OPPORTUNITIES POLICY**
RESOLVED approved the Equal Opportunities Policy with no amendments.
- 150/24 COMPLAINTS PROCEDURE**
RESOLVED approved Complaints Procedure with no amendments.
- 151/24 PRIVACY NOTICE**
RESOLVED approved Privacy Policy with no amendments.

- 152/24 SAFEGUARDING POLICY**
RESOLVED approved Safeguarding Policy with no amendments.
- 153/24 CODE OF CONDUCT**
RESOLVED approved Code of conduct with no amendments.
- 154/24 CALENDAR OF MEETINGS 2024/25**
RESOLVED approved the calendar of meeting dates.
- 155/24 FINANCE AND STAFF WORKING PARTY**
RESOLVED approved the Finance and Staff working party terms of reference and appointed Cllr Dale, Lilleyman, Rogers, Smith and Hopkinson to the working party.
- 156/24 FINANCE AND STAFF WORKING PARTY TERMS OF REFERENCE**
RESOLVED approved the Terms of Reference.
- 157/24 REPRESENTATIVES ON OUTSIDE BODIES**
RESOLVED Dronfield Relief in Need – Cllr Smith
Henry Fanshaw Education Foundation – Cllr Rogers
Staveley Parochial Society – Cllr Hubbard
Woodthorpe Relief in Need – Cllr Hubbard
- 158/24 PUBLIC PARTICIPATION**
A member of the public raised the Community Protection Warning (CPW) that had been issued to one of the Parish Councillors.
A member of the public enquired with the Council as to if it was possible to put Wildflowers in the grass borders around the Parish.
Cllr Dale stated that Dronfield Town Council have planted them in the park area, you have to maintain them as you need to cut them and take away the cuttings. The resident will need to enquire with Derbyshire County Council/ North East Derbyshire District Council regarding the borders mentioned.
- 159/24 POLICE REPORT**
April 2024
4 x Violent crime against a person
2 x Criminal Damage
1 x Vehicle Crime
RESOLVED noted.
- 160/24 DCC AND NEDDC REPORT**
Travellers bus stop – Cllr Dale stated at the last meeting Stage coach suggested a pole in the verge. Derbyshire County Council (DCC) will not allow this as any new bus stops need to be accessible with raised kerbs. The works would cost in the region of £7,000. Cllr Dale will ask Stage coach to use this as an unofficial bus stop.

Broadband in the Handley's area – Cllr Dale stated that Connect Fibre will not be using the current infrastructure in place so any provider can use it. Government issues the contract to Connect Fibre so DCC have no influence over what areas it is installed. In 2-3 months we should know the timeline on which areas will be covered.

Fly tipping around West Handley and Morton Lane – Cllr Dale has given the hot spot areas to NEDDC Environmental Health department. NEDDC have got a total of 3 CCTV cameras so will deploy them to these areas in due course. The vehicle number plate reported to NEDDC has recently changed ownership so NEDDC will need to pursue.

Grass cutting at Apperknowle – Cllr Dale reported that the grass had been cut on 10 and 16 May.

Hundall Lane laybys waste bins – Cllr Dale reported that these waste bins are emptied every week in winter and twice a week in summer.

Unstone Heritage Sign at the Community Hall – Cllr Dale reported that the most up to date version of the sign had been located at DCC. DCC will install it at the Community Hall soon.

135 house planning application – Cllr Dale reported that the planning application is unlikely to go to Committee prior to September 2024. Planning Officer is concerned about the design element of the plans submitted.

Alice Way Housing Site – Cllr Dale reported that people in Hi-Viz have been surveying the site. The developer is due to submit a planning application.

South Yorkshire Housing Association (SYHA) site next to the Primary School – Cllr Dale reported that the association had come back to planning and they are not progressing this at the moment.

40mph speed restriction – Cllr Dale will ask DCC to survey the area but unless there is a high volume of traffic or incidents on the road the speed will not be changed.

161/24

CHAIRS REPORT

Chair reported that the children's trip would be to Whitby on 8 August this year. OAP trip to Whitby will be on 15 August.

162/24

DALC NEWSLETTER – MAY 2024
RESOLVED noted.

- 163/24 NEDDC – CHAIRMANS BRASS BAND BONANZA**
Clerk circulated the information to Councillors.
RESOLVED noted.
- 164/24 NEDDC – CHAIRMANS LUNCHEON AT WOODSEATS HALL**
Clerk circulated the information to Councillors.
RESOLVED noted.
- 165/24 DCC – DERBYSHIRE FLOOD WARDENS INFORMATION**
Clerk circulated the information to Councillors.
RESOLVED noted.
- 166/24 BUS STOP AT TRAVELLERS REST**
Cllr Dale had already reported on this matter.
RESOLVED noted.
- 167/24 CCTV AT WEST HANDLEY**
Clerk stated the base plate had been installed, awaiting CCTV contractor to confirm date for the tower to be installed.
RESOLVED noted.
- 168/24 REPLACEMENT TREES-WHITTINGTON LANE & UNSTONE GREEN**
Clerk circulated information received from Cllr Dale regarding grants currently available for trees.
RESOLVED deferred to the next meeting so Councillors can look at the information circulated.
- 169/24 CHARITIES REPORTS**
Cllr Rogers - Henry Fanshaw Charity had no further updates.
Cllr Smith - Dronfield Relief in Need had no further updates.
Cllr Hubbard - Staveley Parochial Charity had no further updates.
Cllr Hubbard - Woodthorpe Relief in Need Charity had no further updates.
- 170/24 CARETAKER/WARDENS REPORT**
Caretakers report was circulated to Councillors. The ride on mower will not be back until next week. Clerk has called a local contractor to cut the grass as it would be too long for the Parish mower to cut once it is back.
Caretaker stated the dog fouling issues had been reported to NEDDC they will be stencilling the pavements, adding more patrols to the areas highlighted and adding lamp post signage.
Caretaker confirmed the areas discussed:
Whittington Lane play area
Brierley Park play area
Unstone Green
Ramshaw Road side verges
Hardhurst grass area

Hardhurst footpath

Caretaker confirmed that a Yoga class was interested in rebooking the hall for classes on a Monday evening from June 2024.

RESOLVED approved contractor appointment.

171/24 PAYMENT LIST FOR MAY 2024

RFO circulated the payment list for May 2024 totalling £6,985.08

RESOLVED approved the payment list circulated (Appendix 1)

172/24 BANK RECONCILIATION FOR APRIL 2024

RFO circulated the bank reconciliation for April 2024

RESOLVED approved the bank reconciliation circulated (Appendix 2)

173/24 INTERNAL AUDIT REPORT 2023/24

RFO circulated the internal audit report for 2023/24

RESOLVED noted the internal auditor report.

174/24 ANNUAL GOVERNANCE STATEMENT FOR 2023/24

RFO circulated the annual governance statement for 2023/24

RESOLVED approved the annual governance statement for 2023/24.

175/24 ANNUAL ACCOUNTING STATEMENT FOR 2023/24

RFO circulated the annual accounting statement for 2023/24

RESOLVED approved the annual accounting statement for 2023/24.

176/24 COMMUNITY HALL BLINDS

Clerk circulated the one quote received as the other contractors had not attended their appointments.

RESOLVED Clerk to bring back to the next Council meeting. Clerk to enquire how much it would be for blinds that the Council install.

177/24 LIVE AND LOCAL PROMOTORS AGREEMENT

Clerk stated the Live and Local promoters agreement had been signed on behalf of the Parish Council. This had been accepted by Live and Local and we are now active promoters.

RESOLVED noted.

178/24 LIVE AND LOCAL ACTS FOR 2024/25

Clerk circulated the menu for 2024/25 to Councillors to select acts and dates for the events at the Community Hall.

RESOLVED Councillors to send suggestions to the Clerk to request with Live and Local by Monday 20 May 2024.

179/24 LIVE AND LOCAL WORKING PARTY

RESOLVED Cllr Booth, Hubbard and Rogers appointed to the working party.

- 180/24 PLANNING APPLICATIONS**
 24/00002/FLH – Proposed extension of existing two storey garage to form granny annexe with rear balcony (revised plans) at The Hollies, Church Street, Unstone.
RESOLVED no comments.
 24/00307/LDC – Application for Lawful Development Certificate for proposed erection of rear detached outbuilding with gravel drive at Summerley Cottage, Summerley Road, Apperknowle. (Application is now being appealed).
RESOLVED no comments made.
- 181/24 PLANNING DECISIONS**
 24/00102/FL – Retrospective application for the erection of a replacement building and creation of level plant display area at Unstone Plant Centre, Main Road, Unstone – **Conditionally approved 8 April 2024.**
- 182/24 OTHER PLANNING MATTERS**
 Appeal against building operations comprising of the erection of a building located forward of the principal elevation at Summerley Cottage, Summerley, Apperknowle (Planning application 22/00339/OD).
RESOLVED no comments made.
- 183/24 PLANNING MATTERS AFTER THE AGENDA WAS CIRCULATED**
 CW4/0823/22 – Installation of a caustic dosing kiosk, a TSR MCC kiosk and a chemical dosing kiosk at Dronfield Wastewater Treatment work (WwTW), Dronfield
RESOLVED no comments made.
- 184/24 DATE OF THE NEXT MEETING**
RESOLVED approved 20 June 2024 at 7pm.
- 185/24 ITEMS TO NOTE FOR THE JUNE 2024 AGENDA**
 Fibre Optic Broadband – Handley’s
 Council badges and Polo Shirts
 Family Christmas Party
 40mph West Handley speed restrictions

The meeting closed at 8.20pm

Signed

Chairperson

Date 20 June 2024

Appendix 1

<u>May 2024</u>		<u>Cheque Requests</u>				
	<u>Payee</u>	<u>Details</u>	<u>Amount</u>	<u>Vat Rec</u>	<u>Total</u>	
D/D	British Gas	Electric Bill 22/03 to 22/04/2024 - CCTV	£29.48	£1.47	£30.95	
D/D	Nest	Pension Contributions May 2024	£125.79	£0.00	£125.79	
S/O	Wish Computers	Web site management	£35.00	£0.00	£35.00	
D/D	NEDDC	Trade Waste Collections	£47.38	£0.00	£47.38	
D/D	O2	CCTV at Brierley Park Data	£18.08	£3.61	£21.69	
D/D	Unity Trust	Fuel, Concrete, Defib pads and batteries	£351.52	£69.69	£421.21	
D/D	Waterplus	Water Charges	£20.99	£0.00	£20.99	
S/O	Blueflame	Annual Service Plan (Feb 24 to Jan 25)	£40.00	£8.00	£48.00	
BACS	Miscellaneous	Payroll May 2024	£3,194.39	£0.00	£3,194.39	
BACS	Viking Direct	Stationery	£39.79	£7.96	£47.75	
BACS	HMRC	Payroll May 2024	£799.75	£0.00	£799.75	
BACS	HMRC	Class 1A NIC 2023-24	£546.48	£0.00	£546.48	
BACS	DCS Cleaning	Cleaning Community Hall	£86.00	£17.20	£103.20	
BACS	eBay UK	D-Day Flag	£9.75	£0.00	£9.75	
BACS	ASI Security Systems	CCTV 4G Router	£25.00	£5.00	£30.00	
BACS	GR Groundworks	CCTV Pad Installation	£980.00	£196.00	£1,176.00	
BACS	E&D Steel	Silicone, Stixall, paint and brushes	£38.96	£7.79	£46.75	
BACS	East Midlands Audit Derbyshire County Council	Internal Audit 2023-24	£175.00	£0.00	£175.00	
BACS		OITH Licence for CCTV West Handley	£105.00	£0.00	£105.00	
		May 2024 Payments Total	£6,668.36	£316.72	£6,985.08	

Appendix 2

UNPRESENTED PAYMENTS

<u>DATE</u>	<u>PAYEE</u>		<u>AMOUNT</u>		
18.04.24	Moorland View EPC	300278	£200.00		
18.04.24	Derbyshire Children's Holiday Centre	300279	£50.00		
	OPENING BALANCE		£ 36,078.83		
	PLUS INCOME SHEET		£ 46,116.48		
			£ 82,195.31		
	PLUS UNPRESENTED PAYMENTS	CHQS	£250.00		
			£ 82,445.31		
	MINUS EXPENDITURE		£ 8,648.48	UNITY	£73,796.83
			<u>£ 73,796.83</u>		<u>£73,796.83</u>