

HATHERSAGE PARISH COUNCIL

Clerk – Ms Maura Sorensen, Heart of Hathersage, Main Road, Hathersage, Derbyshire, S32 1BB

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Minutes of the meeting of Hathersage Parish Council held on Tuesday 7 May 2024, 7.30pm

Councillors present: Jane Marsden (Chair); Alex Campbell; Bridget Hanley; W Hanley; Tim Hill; James Marsden; Rosie Olle; Heather Rodgers; James Shuttleworth; Nick Williams

In attendance: Chris Cave, RFO; Maura Sorensen (Clerk)

- 001/24 Apologies for absence **received** from Cllrs Martin Bloor, Steve Dempsey and Peter Rowland; from DDDC Cllrs Peter O'Brien and Simon Ripton; from the police – a report was shared.
- 002/24 **Election of the Chair:** to **elect** a Chair for 2024-25. Cllr Hill proposed Cllr Marsden, seconded by Cllr Shuttleworth and **unanimously agreed**.
- 003/24 **Election of the Vice-Chair:** to **elect** a Vice-Chair for 2024-25. Cllr Hill proposed Cllr Rodgers, seconded by Cllr Shuttleworth and **unanimously agreed**.
- 005/24 **Parish Council members declarations.**
- .1 **Declarations of Acceptance of Office for Councillors' signature** – as elected Chair and Vice Chair, Cllrs Jane Marsden and Heather Rodgers completed their declarations.
- .2 **Declarations of Disclosable Pecuniary Interest for Councillors' signature.** Flagged that, unless there had been changes [to previous declarations] it was not necessary for Cllrs to complete a further declaration. Signed declarations provided by Cllrs Campbell, Hill, Marsden (James), Olle, Rodgers and Williams.
- .3 **Hathersage Parish Council Code of Conduct:** Councillors had read and **agreed to abide by** the Code of Conduct.
- 006/24 To **decide** any variation in the order of business - none.
- 007/24 **Declaration of Members Interests** – Cllr Hill noted he had submitted an expenses claim. Cllr Shuttleworth noted an interest – as current Hathersage Royal British Legion Chair - in minute 011/24.
- 008/24 **Public Participation.**
- a) A period of not more than ten minutes for members of the public and Members of the Council to comment on any matter – there were no members of the public in attendance.
- b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will have an opportunity to raise any relevant matter.
- Derbyshire Dales District Council (DDDC):** both DDDC Cllr Peter O'Brien and Simon Ripton had sent apologies and had shared some updates. Noted parking concerns flagged by residents would be discussed at the 28 May meeting of the Transport Committee and residents invited to share concerns at that meeting (in the opening 10-minute allocation for members of the public to comment on agenda items).
- Police:** a late report had been shared by the police – the Clerk shared details: there had been three recorded crimes over the past month – 1 x bilking; 1 x shop theft; an assault on a cyclist by a motorist. An update on the community speed watch scheme (CSW) was also included in the report. Cllr Shuttleworth referenced police monitoring of parking, and enforcement, challenging a previous statement (from an Officer) in relation to white lining, where parking is/is not an offence, and enforcement.
- Noted an open meeting (for Hathersage residents) with the PCSO in Oddfellows Road car park on Friday 17 May 2-3.30pm.
- 009/24 **Confirmation of Minutes**
- .1 Minutes of the HPC meeting of 2 April 2024 were **confirmed**; and actions arising from the minutes were **noted**.
- 010/24 **PDNPA, DCC, DDDC matters; and related reports from community groups**
- .1 **PDNPA – oral report/update from Parish Member Cllr W Hanley.** Cllr Hanley referenced reports and discussions at the most recent meetings – on the PDNPA nature recovery plan; and Moors for the

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Future. Noted the recent 'Meet the PDNPA CEO' event in Hathersage. Cllr Hanley noted he would ask PDNPA to share notes from the meeting. Cllr Hanley referenced planning concerns raised by residents noting he was happy to take these up with PDNPA where appropriate; Cllrs indicated they were happy for Cllr Hanley to do so.

011/24

Donation requests

- .1 **Hathersage Youth Reading Room and Library** (report shared). Cllrs **unanimously agreed** a donation of £500. Further suggested those behind this initiative approach DDDC Cllrs to enquire about a donation from DDDC Cllr allowances ***ACTION – Clerk to confirm the donation and ask for bank details; and to suggest approaching DDDC Cllrs for further funding.***
- .2 **Royal British Legion:** noted this was a retrospective request for reimbursement towards costs of organising the 2023 Remembrance Parade and Service – organised by RBL on behalf of the Parish Council. Reimbursement of £350.00 **unanimously agreed.**

012/24

Parish Rooms rent review: to **consider**. RFO noted a rent review was due in March. Noted the rent review terms – the review was not linked to consumer price index (CPI) or retail price index (RPI). **Agreed** that the RFO produce a baseline figure linked to CPI from which a new rent rate can be negotiated, for consideration at the June Council meeting ***ACTION – June HPC agenda item.***

013/24

Financial Matters:

- .1 The RFO's Report was **received**. RFO provided an update on the Opus dispute and communications with the Ombudsman – full Ombudsman response still awaited.
Gas contract – RFO had circulated a late report to Cllrs on the pool gas contract, on which he expanded. **Agreed** the RFO seek confirmation in writing from contractors re their terms in relation to minimum contracted take-up/consumption and that a decision would be made on this basis at the June Council meeting ***ACTION – RFO to liaise with broker/contractors; Cllrs to agree a contract at the June Council meeting.***
- .3 Accounts for payment totalling £48,522.57 including VAT of £1,820.91 were **approved**.
- .4 **Noted** account scrutiny arrangements and approve signatories from the agreed schedule (Cllrs Olle and Shuttleworth) for the June 2024 meeting, to approve and pay wages and any urgent items between this meeting and the June 2024 meeting.
- .5 **2023-24 Annual Governance Statement:** to **consider** and **approve** - all Cllrs confirmed their **approval**.
- .6 **2023-24 Accounting Statements:** to **consider** and **approve** - all Cllrs confirmed their **approval**.
Cllr Hill queried overbudgeting on pool costs and underbudgeting on pool income. The RFO flagged the challenges of predicting pool income with unknown factors e.g. weather influencing attendance. Cllr W Hanley suggested it should be feasible to better predict pool income linked to the pool booking system.
Cllr Williams flagged the costs of Shuttleworth Lamp electricity charges. Noted the lamp had not been working for some months (repairs pending) ***ACTION - RFO to ask the HPC broker to check the contract.***
- .7 **Internal Auditor:** to **consider** the appointment of an Internal Auditor for 2024-25. **Unanimously agreed** to contract with East Midlands Audit Service EMAS (Brian Wood).
- .8 **Insurance renewal:** to **consider**. RFO suggested the additional premium related to terrorism insurance was unnecessary – unanimously agreed. RFO had circulated details of insured sums for property which had been automatically increased in line with inflation by the insurers. The Council agreed that these sums were adequate. **Renewal:** the Council **unanimously approved** renewal of the Parish Council insurance policy with Hiscox Insurance Company Limited.

014/24

Review and agree membership of all Parish Council committees and working groups; consider committee terms of reference; consider the 2024-25 meeting schedule: to **note** terms of reference, membership, and the meeting schedule may be revised and amended as appropriate throughout the year.

The Clerk had shared a report on the meeting schedule suggesting some changes to reduce the number of meetings. Cllrs discussed options including moving one committee to a bimonthly schedule, and having a month where full Council did not meet – acknowledged at least two Cllrs

would need to meet to review and approve monthly payments.

Cllrs **agreed** to trial a new approach to committee meetings – scheduling both LFAC and the Transport Committee on the same evening – alternating which committee should meet first and second. Noted agendas for each committee would need to be concise, with timed items; whichever meeting was held first would need to finish promptly so the succeeding meeting could start.

Further suggested that, rather than look to remove a full Council meeting, committees would not meet in August ***ACTION – for formal consideration at the June Council meeting.***

Noted these arrangements would give both Cllrs and staff a break in the meeting cycle.

Membership of committees and working groups in 2024-25:

- .1 **Finance Committee** – Cllrs Jane Marsden, Heather Rodgers, Peter Rowland, James Shuttleworth.
- .2 **Human Resources Committee** – Cllrs Jane Marsden, Heather Rodgers, Alex Campbell, B Hanley, W Hanley, Tim Hill.
- .3 **Leisure, Facilities and Amenities Committee** – Cllrs Jane Marsden, Heather Rodgers, B Hanley, Tim Hill, James Marsden, Rosie Olle, Peter Rowland.
- .4 **Planning Committee** – Cllrs Jane Marsden, Heather Rodgers, Martin Bloor, Tim Hill, Steve Dempsey, Rosie, Olle, James Shuttleworth, Nick Williams.
- .5 **Swimming Pool Committee** – Cllrs Jane Marsden, Heather Rodgers, Alex Campbell, B Hanley, W Hanley, Tim Hill, Rosie Olle.
- .7 **Transport Committee** – Cllrs Jane Marsden, Heather Rodgers, Martin Bloor, Tim Hill, Rosie Olle, Peter Rowland, James Shuttleworth, Nick Williams.
- .8 **IT, website and social media working group** – Cllrs B Hanley, W Hanley, Rosie Olle.
- .9 **Village regeneration working group** – Cllrs Jane Marsden, Tim Hill, Rosie Olle, Nick Williams.
- .10 **Pool premises developments working group (SPC sub-group)** – Cllrs Heather Rodgers and Tim Hill, pool management representative, pool staff representative.

Committees and Working Groups: to **receive** minutes ***where meetings have been held since the previous month's full Council meeting;*** **consider** recommendations; **note** actions

015/24 **Leisure, Amenities and Facilities Committee: received** minutes of the meeting of 9 April 2024.

016/24 **Swimming Pool Committee: received** minutes of the meeting of 16 April 2024.

017/24 **HR Committee: received confidential** minutes of the meeting of 26 March 2024.

- .1 **Appointment of a cleaner (Heart of Hathersage – toilets and office/kitchen):** to **consider** tenders/quotes. Three quotes had been sought; two quotes were submitted. Following discussion Cllr W Hanley proposed accepting the quote from Solutions 2 (Contract Cleaning) Limited – seconded by Cllr B Hanley and **unanimously agreed**.
- .2 **Staff appraisals:** to **agree** arrangements for the appraisal of the Clerk, Assistant Clerk, RFO, Pool Management and Caretaker. Noted the Parish Council Chair and Human Resources Committee Chair would conduct the Clerk's appraisal. Clerk and Human Resources Committee Chair to jointly conduct appraisals of other staff members.

018/24 .3 **Assistant Clerk:** the Clerk provided an update on applications/responses through Indeed.

Planning Committee: received minutes of the meeting of 29 April 2024.

- .1 **Legal Enforcement Notice: noted** the recently issued enforcement notice in relation to Bank House Bar and Restaurant.

019/24 **Transport Committee: received** minutes of the meeting of 20 March 2024.

- .1 **Car parking charges at Hathersage Station: noted** a response to Northern Rail (sent by Cllr Olle on behalf of the Parish Council) in relation to the proposed re-introduction of parking charges. RO ref NR acknowledgement of HPC response.

020/24 **IT - including the HPC website; social media**

- .1 **Proposals on Cllr email accounts and a shared file system** – to **consider** and **agree**. **Agreed** that the Parish Council continues to provide hathersageparishcouncil.gov.uk email accounts for all Cllrs; all Cllrs to be encouraged to adopt their .gov.uk email account to be used exclusively for Parish Council communications; noted technical support available to Cllrs to set up their accounts. **Agreed** that the Clerk move forward with setting up a shared file system.

- 021/24 **Suggested** consideration be given to Parish Council provision of devices to Cllrs to be used exclusively for Parish Council business ***ACTION – June Council meeting agenda item.***
Clerk’s Report/Correspondence: noted updates/items shared since the April 2024 meeting including:
- **Hope Valley Active Travel Masterplans Project** (Derbyshire County Council)
 - **Temporary footpath and road closures**
 - **Citizens Advice (Derbyshire Dales) Impact Report 2023-24**
- 022/24 **Noted** the resignation of Cllr Anne Yule. Thanks noted to Cllr Yule for her contributions in her time on the Parish Council.
- Village Matters**
- .1 **Hathersage News:** to **agree** HPC news/items for inclusion in the next issue – publicising the Annual Report including how residents could obtain hard copies.
- .2 **Lighting (Methodist Church Hall Drive; and from Oddfellows Road car park to the Methodist Church Hall)** – to **consider** a request for lighting in this area. **Agreed** that the Clerk liaise with the Methodist Church and that the matter be flagged with DDDC highlighting safety issues for vulnerable residents.
- 025/24 **Memorial Hall:** to receive any minutes or updates from recent meetings of the Memorial Hall Management Committee. Cllr Rodgers noted the toilet upgrade had been completed. Noted further acoustics reports and estimates were awaited. An inspection of the roof had been undertaken in relation to possible installation of solar panels (related to pool alternative energy proposals). Noted the poor quality of the report.
 Cllr B Hanley flagged a request for provision of a step in the toilets (for use by children struggling to reach sinks); Cllr Rodgers to take this forward.
- 026/24 **Noted** DALC circulars and other items circulated since the April 2024 meeting.
- 027/24 **Date and time of next meeting – 4 June 2024; noted** items for the June agenda flagged in the minutes; **additional item – Cllr expenses.**

Meeting ended at 21:50; a meeting of the King George’s Field Charity was held directly after the closure of the Parish Council meeting.

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