**TINTWISTLE PARISH COUNCIL**

**Meeting held on Monday 15th July 2019 at 7.30pm**

Councillors Present: M Stevenson N Naz Apologies: T Wynne

 A Dyer T Owens R Baker (Borough Cllr)

 J Crossland E Scriven

 S Grace B M Lowrie (Clerk)

 P Jenner

**9345 APOLOGIES**

Apologies were received from Cllr Wynne and Borough Councillor R Baker.

**9346 REPORT BY BOROUGH COUNCILLOR**

The Parish Councillors discussed the contents of the Borough Councillors’ report – relevant to Parish Council business. Particular reference was made to the DCC update section. In relation to parking matters, Derbyshire County Council were asked to implement a permit parking scheme on Matthew Close. After due discussion the Parish Councillors expressed concern about the implications of this, it was felt this is not the most appropriate action to take with other options available. The members also expressed disappointment at not being invited to attend the meeting in June, held at the Cricket Club to discuss residents’ concerns.

The Parish Councillors agreed to send letters to Borough Councillor R Baker, HPBC and DCC, with a request to reconsider the permit parking scheme on Matthew Close.

**9347 MINUTES OF 15TH JULY 2019**

Key action points follow-up:

1. Cllr Naz is following up the grass clearing request for Matthew Close. Also, street cleaning will be carried out when the grass is being cut.
2. Cllr Jenner mentioned a number of pathways/laneways were overgrown with brambles (inc. pathways near the A628 at North Close, Speedwell and the Cricket field area.) In addition Cllr Scriven mentioned that an area at the bottom section of the quarry has overgrown. Cllr Owens agreed to contact Chris Jackson regarding clearing the overgrown areas.
3. Cllr Owens provided an update on the gullies (A628/Woodhead stretch). All the gullies from Townhead Farm to The Gunn Inn have been attended to by Highways England. Cllr Owens/Cllr Stevenson have inspected 30% of Tintwistle minor road gullies with 60% of these blocked. The remainder are to be inspected. HPBC have requested a marked up drawing of the state of the gullies.
4. The Clerk followed up the request from Frank Thomason re: insurance cover request for the steel container and contents – this is not an insurable interest for the Parish Council. Having discussed the matter in detail the members agreed cover could not be provided under the Parish Council insurance policy – proposed by Cllr Grace and seconded by Cllr Dyer. The Clerk is to reply to Frank Thomason.

The minutes were proposed by Cllr Grace and seconded by Cllr Dyer with all in favour that they are approved.

**9348 PDNP**

The Parish Councillors were advised any comments regarding the Parish Statement require a reply by 31st July 2019. The Annual Parishes’ Day is on Saturday 12th October 2019. Cllr Grace expressed an interest in attending this event.

**9349 DALC**

Circular no. 9 received from DALC was distributed to the Parish Councillors.

A training session has been booked for Parish Councillors for 23rd October 2019 (6pm-8.30pm) at New Mills Town Hall. A Clerk training session is also to be booked.

**9350 LOCAL/RESIDENTS – CORRESPONDENCE**

The request from J Garlick for steps to be placed at the far end of the graveyard to enable easier access was followed up by Cllr Grace. Repairing the damaged wall was approved – agreed £100, proposed by Cllr Owen and seconded by Cllr Crossland.

The planning application request from Jeff McNulty regarding The Old Oak public house was discussed. A reply is to be sent in return, stating there are no objections from the Parish Council.

**9351 ACCOUNTS FOR PAYMENTS AND RECEIPTS**

The accounts were proposed by Cllr Dyer and seconded by Cllr Crossland with all in favour they are approved.

The Clerk is to look into on line banking.

**9352 WEBSITE – decision on upgrading package.**

The Clerk distributed information showing the advantages of upgrading from the standard maintenance package to the premium package with Netwise – this will allow unlimited email addresses. The Parish Councillors agreed to upgrade. The Clerk to follow up.

Cllr Naz and Cllr Scriven have distributed forms to various businesses/organisations and societies in the village. These details can then be placed on the website - it was agreed to charge an annual fee of £10 for businesses to do so. This was proposed by Cllr Owen and seconded by Cllr Crossland with all in favour.

**9353 H & S RISK ASSESSMENT – summary update**

Cllr Owens presented an update report to the Parish Council. The asbestos inspection has been performed, there is no cause for intervention or remedial works.

During the course of July, H & S approval questionnaires are to be forwarded to contractors able to carry out firefighting and fire smoke detection equipment, intruder alarms and building security systems. DFS are to be invited for advice about fire control and prevention.

The dilapidation of the emergency exits are to be attended to by Cllr Grace.

First Aid training course is to be arranged.

Cllr Owens also mentioned HPBC and DCC appear to be going through a process of street light replacement, substituting LED for the current Halogen & Sodium lights.

The Parish Council thanked Cllr Owens for all the hard work and effort put into the H & S Risk Assessment task.

**9354 KEY CONTROL POLICY – approval of lock changing and issue of key register**

Cllr Naz and Cllr Scriven have checked out the costs of changing the locks to the doors of the Parish Council building. It was agreed for Cllr Grace to carry out the work. Agreeing to acquire 10 keys and to charge £5 to people requiring a front door key, it is to be cleared up/confirmed if anyone who held a key before the lock change will be charged. The lock to the office door is also to be changed and three keys are to be acquired. Anyone taking a key will be required to complete and sign the key control policy form.

**9355 ROAD AND TRAFFIC ISSUES – task group set-up**

The Clerk explained the purpose of this task group and what it entails. This agenda item is to be renamed Road, Traffic and Parking Issues, for future reference. It was agreed to leave forming a task group for the present. In the meantime, to encourage residents to report any incidents to the Parish Council and these will be logged. The Clerk is to contact Highways England to request a list of future road closures. Cllr Stevenson is to contact David Marshall to find out more information regarding the speed watch process.

**9356 ALLOTMENTS – approval of terms of reference - review date**

The allotments terms of reference was discussed by the Parish Councillors. The terms were approved, proposed by Cllr Grace and seconded by Cllr Naz. It was agreed for Cllr Jenner to Chair the sub-committee, to get a group together and started. Also to identify another representative to join. A review of the allotments is to be carried out shortly. Drafting a new allotment site map was agreed, proposed by Cllr Crossland and seconded by Cllr Naz.

**9357 PLANNING FOR NEW BUILDING – small task group set-up/recommendations**

It was agreed to look into this item further for the September meeting.

**9358 STANDING ORDERS APPROVAL**

The Clerk explained a number of changes have occurred recently that are required to be implemented into the standing orders. This item will be raised for approval at the September meeting.

**9359 NEW LOGO FOR PARISH COUNCIL – approval on going ahead**

The members agreed for Cllr Dyer and Cllr Naz to look into suggestions and ideas for a suitable Parish Council logo and to report back at the September meeting.

**9360 APPROVAL FOR CAR BOOT SALE**

Cllr Scriven explained and presented her ideas regarding holding a car boot sale to the Parish Council. The members discussed what this would involve organisationally. It was agreed for Cllr Scriven to research the necessary requirements and report back to the Parish Council at the September meeting.

**9361 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on Monday 16th September 2019 at 7.30pm.

The meeting ended at 9.45pm.