**Minutes of Rodsley and Yeaveley Parish Council Meeting**

Held at 7.57 at the Yeaveley Arms

**Monday 21st May 2018**

**Present Councillors**

J Bates (Chair)

R Nuttall (Vice Chair)

L Schroeter

J Fitzakerley

F Sills

Clerk, J Bailey

District Councillor, A Morley

Member of the public, Mr Dias, Mr O’Brien, Mr Nelson, Mr Gillis, Mr Byrne.

**Apologies:** Cllr Watson

**Declaration of Members’ Interests.** There were no changes

**Public Participation.** The Chair explained that this is the time when members of the public can state their reason for attendance and air their views on any item on the agenda, or, ask for an item to be placed on the agenda of the next meeting.The time allotted to public participation is 30 minutes and no one person may speak for more than 5 minutes and that once the meeting is underway members of the public must not interrupt. Mr Byrne said that he was present to give his support to the planning application, item 10, Southleigh on Rodsley Lane, which is on the agenda. Also to raise awareness that there is a blocked drain near the house called Lasenda, opposite the bus shelter, on Rodsley Lane. Cllr Morley explained the procedure re attendance at the site meeting to be held at Southleigh the following day. Mr Nelson said that he was here as item 9 was about his property. Mr Gillis was interested in the item about broadband. He said that approximately 10 residents were affected by poor reception.

**44/18 Minutes of the last meeting** were ratified and signed by the Chair. This was proposed by Cllr Nuttall and seconded by Cllr Sills. Audit noted that not all minutes for last year had been initialled on every page. Cllr Nuttall corrected this. Also it was noted that there was a typing error on the minutes of 3rd May 2017 – the installation cost of the noticeboard should read £255 not £155 – this was changed and initialled by the Chair.

**45/18 Neighbourhood Watch.** Nothing to report

**46/18 Change of Website Provider.** Sue and Steph O’Brien have offered to create a website for the Parish Council free of charge. The Clerk recommends that this offer is accepted as their work is very professional and they are on the spot to help out if there are any problems. Mr O’Brien was present and showed the meeting what the new site would look. He suggested that the Councillors as well as the Clerk should be shown how to edit the site once it had been set up. The councillors unanimously agreed to accept this very kind offer.

**47/18 Planning Application, The Beeches, Rodsley Lane, Yeaveley.** The plans for this application were circulated to the councillors and as they all had ‘no objection’ the Clerk was able to inform the planning authority of this decision. No decision to date.

**48/18 Planning Application, 1,Primrose Bank, Leapley Lane, Yeaveley.** The plans for this application were circulated previously and the council unanimously agreed that there were no objections. Permission has now been granted on condition that it is begun within three years and that vehicular access is created providing 2.4m and 43m visibility splays in both directions and sightlines being maintained at less than 1m height. Prior to occupation space is to be provided within the site for parking and manoeuvring of at least two vehicles and maintained throughout the life of the development. No gates within 5m of the highway and any gates to open inwards only. The access must be no steeper than 1 in 12 for the first 10 m from the highways boundary. Before commencement of any operations on site, a scheme for the disposal of highway surface water via a positive gravity fed system discharging to a public sewer, drain or water course must be submitted and approved. Materials used must match those existing and the hedge between the new access and the adjoining property must be retained in perpetuity. **This Item is closed.**

**49/18 Planning Application, 10, Priory Close, Yeaveley.** This application is to form a stone access track, 252m long and 3m wide on the land to the rear of number 10, Priory Close. This will continue on from an un-adopted/unregistered track through their gate and over their field along the western hedge and ditch boundary to the rear of their property which is currently being used as a stable yard. This would enable them to drive vehicles and tow their horse trailer over their field during the winter months. There has been an objection raised with regard to the fact that there are newts on the property. It was felt that no large excavation work should be undertaken without the relevant precautions being made to ensure the habitat of these animals. Following a discussion the Council unanimously agreed that there were no objections. The Clerk will inform the authority.

**50/18 Planning Application, Southleigh, 6, Rodley Lane, Yeaveley. (Also Item 17/18).** A site meeting is to take place on the 22nd May at approximately 4.35 pm. The Chair, Vice Chair and Clerk will attend. The application will then be considered at a meeting of the Council’s Planning Committee at 6.00pm at Ashbourne Bowls Club. The planning authority are recommending that permission be refused.

**51/18 Planning Application 12, Priory Close. (Also Item 19/18).** This application was granted on condition that it is begun within here years. **This Item is closed.**

**52/18 Planning Application, Honeysuckle Farm, Rodsley. (Also Item 20/18).** This application for the continued siting of a mobile home for a further period of three years (retrospective) has been granted but it must be removed on or before 24th April 2020. No alterations, buildings, structures, extensions or means of enclosure associated with the occupation of the temporary dwelling can be erected without approval of the authority. The Chair pointed out that a shipping container that is on site should be brought to the attention of the authority and also asked the meeting to consider whether complaints about noise levels from the kennels on the site which were made at the Rodsley Village meeting should be conveyed to the Enforcement Officer. The meeting agreed that this should be followed up. The Clerk will action this.

**53/18 Planning Application, Oak Tree, Park Lane.** This application was for an appeal against the decision to refuse alterations to an existing window. It has been granted. **This Item is closed.**

**54/18 Planning Requirement Contravened Spring Cottage, Rodsley.(Also Item 23/18).** Bryn Maw, the Enforcement Officer said that he can confirm, having studied the planning permissions, that there is no breach of planning control in relation to the “open drive through” car port. Closing this off can be done under permitted development and any issue of access through the property would be a civil matter between the parties concerned. The current owner has indicated that the space is used as a utility room and as there is nothing of great value in it would never be locked. Therefore access is available in an emergency. **This Item is closed.**

**55/18 Footpath Issues. (Also Item 24/18).** Themissing fingerpost at the bottom of the drive leading to Boothay has still not been replaced. The Clerk has sent an email enquiring about this yet again, but to date has not received a reply.

**56/18 Highways Issues. (Also Item 25/18).** Cycle Route 68 follows an extensive route through the Parish and as such the deep pot holes along the route constitute a real danger to cyclists. An email was sent to the Clerk, written by Ruth Jordan’s daughter, concerning a very serious incident when she hit a pothole between Rodsley and Wyaston, had to change a wheel in the pouring rain and cow muck. The damage consequently cost her £169. The Clerk forwarded this to Steve Bull who then asked if there were any more to report. She reported several more, details of which were provided by councillors. With regard to the flooding that regularly occurs on Rodsley Lane between Yeaveley and Rodsley – The Chair provided a photo which was sent to Cllr Bull. The response from highways was – ‘The Assistant Highway Care Manager has inspected the site and reports as follows:- There is no positive drainage in this location i.e. piped gullies and as it is the low spot of the carriageway, coupled with the field adjacent being higher, it is prone to catch water. Given the location and usage, it would not be financially viable to install piped drainage towards Rodsley. Also, with the location being in an area that holds water, a soakaway would not be effective. Therefore, in this instance, I am afraid there is nothing area maintenance can do to help resolve the standing water. Derbyshire Highways Hub (Economy Transport and Environment) [Highways.Hub@derbyshire.gov.uk](mailto:Highways.Hub@derbyshire.gov.uk).’ The Chair told the meeting that the fields to one side of the road do slope away from the road and therefore installation of a drain and pipes leading this way would benefit the area. He is to draft a letter that the clerk can send to Highways.

**57/18 Flooding. (Also Item 26/18).** The Clerk will report the blocked drain on Rodsley Lane and also a blocked drain opposite Ivy Cottage in Rodsley.

**58/18 Rural Broadband Issues.** The Clerk had brought to the attention of Simon Gillis on Hales Green an article in Rural Opportunities offering vouchers of between £5,000 for business and £500 for residents to help with the cost of improving broadband reception. Simon asked if she could ask other residents to let him know if they were interested. Several people have contacted him and he has said that he will progress this and keep the Parish Council in the loop.

**59/18 Clerk’s Report. (Also Item 29/18).** I recently went to a GDPR training course organised by DALC. Although the main issue involving data retained is that of email addresses of residents (I have sent out email requests for consent to residents) there are still a number of forms and policies that have to be produced and adopted. DDDC have informed me that the Register of Pecuniary Interest held by them is a statutory requirement and is protected by GDPR. Legislation is going through to make it that small councils do not have to have a Data Protection Officer – so we do not need to appoint one at the moment. Councillors agreed to adopt the Privacy Policy that was circulated. Councillors agreed to adopt the Retention Policy/Schedule that was circulated. Councillors agreed to fill out, sign and return the Consent Forms. However they did not see the need to agree to the Compliance Checklist. The Clerk will inquire of DALC whether this is necessary because they do not own any council appliances.

The following information will also be kept on file: A Data Breach Assessment checklist. A Data audit spreadsheet. A Subject access request (SAR) checklist – (Anyone can exercise their rights to obtain information that is held about them under GDPR).

It is specified that paper copies of data must be kept in a locked cabinet. The Council unanimously agreed that one should be purchased. The Clerk will action this

**60/18 Financial Matters.** NALC have approved a pay increase for Clerks from April 1st 2018 of 0.468p per hour. This equates to an increase of £7.96 per month. Cllrs agreed by email that this increase should be implemented- therefore £7.96 was paid to the Clerk to make April salary correct and the standing order was changed to £131.99 per month starting in May. This was authorised by Cllrs Bates and Watson. £45 was paid online to DALC for Clerk’s GDPR training – this had been agreed online and was authorised by Cllrs Bates and Watson

£55 was granted by DDDC at the end of the last financial year – the meeting agreed that this be transferred online to Rodsley Social Group Account? This was authorised by Cllrs Nuttall and Bates Baker Electricals performed PAT testing on church and parish council equipment at a cost of £80. Holy Trinity have already paid for this. The meeting agreed to refund £40 online to the church for our share of the cost? The meeting agreed to pay online the Invoice for Insurance to Came and Co for £168? This was authorised by Cllr Nuttall and Bates Cheque no 000352 for Petty cash in the sum of £50 was agreed and signed by Cllrs Sills and Bates Bank Statements were circulated and signed by Cllr Fitzakerley Summary of Accounts to date as shown below were circulated and signed by Cllr Fitzakerley.

**Summary of Accounts 2018 to 2019** **To end of April**

**Receipts**

Precept £2,900.00

VAT Reclaimed £ 171.27

Interest £ 0.16

**£3,071.43**

**Payments**

DALC £ 161.08

Clerk’s Salary April £ 125.63

Petty Cash £ 18.48 **£ 305.19**

**Excess of receipts over payments £2,766.24**

**Funds in Hand 1st April £5,156.65**

**£7,922.89**

**Funds in Account 00117946** £4,043.07

**Funds in Account 00054278** £3,868.36

**£7,922.89**

**Signed………………………………………………………..Date………………………………………………..**

**Date of the Next Meeting will be Sunday 22nd July at 7.30 in the Yeaveley Arms**

**There being no further business the meeting closed at 8.50 pm**

**Signed……………………………………………………………. Date………………………………………………..**