

QUARNFORD PARISH COUNCIL

MINUTES OF THE **FULL COUNCIL MEETING** of the Parish Council held at Flash Village Hall on
Weds 12th February 2025 at 7pm

Present:

Chair: Mr Andy Thorogood (AT)

Parish Councillors: Mr Chris Candy (CC), Mr Gary Wentworth, Mr Dean Brockley, District Cllr
C Beswick, Mrs Emma Chester, Mr Geoff Tunnicliffe

No members of the public present

Clerk – Mrs C Withington (CW)

PARISH COUNCIL MEETING

1.	To receive apologies – None	
2.	To approve and sign the minutes of the last meeting – 23 Oct 2024 – as attached RESOLVED to approve and sign the minutes as a true and accurate record. The minutes were signed at the meeting by the chair. It was noted that there is now a defib at Gradbach Mill.	
3.	Declaration of Disclosable Pecuniary interest in any item on the agenda <i>(Note member should notify Monitoring officer within 28 days if not already. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships)</i> ALL Councillors to complete DPI forms for Staffs Moorland – see attached Note CC declared a pecuniary interest in relation to the supply and install of the barrier for playing field. All outstanding DPIs to be completed and sent to the Clerk or direct to Staffs Moorlands DC.	
4.	Public Participation: None	
5.	To consider the co- option applications (2 vacancies) and to co-opt a candidate to fill the existing vacancies – see Appendix A New Councillor to sign Declaration of Office and completion of DPI (Code of conduct to be supplied) RESOLVED to approve the appointment of Emma Chester. All to encourage further applicants for the other vacancy.	
6.	1. To consider Playing Field access matters and path improvements following the successful Grant Application and update on the work AT to do a condition survey of the field to confirm the minimum standard. Awaiting confirmation of the final lease for signing. Work to be started on the footpath as soon as the weather allows. Noted that this will not impact on the lease. To allow for funding through the Green Spaces fund for £500 for EOI. CB to send email to Clerk, for EOI to be sent. 2. Update on the draft lease (Chair, Vice Chair and Clerk to sign the lease by delegated authority) An update on the lease progression was awaited due to the officer being away from office for a period of time.	
7.	To approve the budget for next year and note the precept request – see Appendix B 13% precept increase to the Band D amount currently £22 per year to increase to £24.68 per year to raise a total of £2386.56 – This was noted as agreed previously. To note the expected reserves to be carried forward following commitments and contingencies RESOLVED to note.	

8.	Planning applications (SMDC/High Peak) 1) FYI only - Discharge of Conditions 3 and 4 on NP/SM/1223/1466 - The Methodist Chapel House Back Oth Cross Flash – Approved https://portal.peakdistrict.gov.uk/12241337 - Noted. 2) Nield Bank Bungalow Buxton Road Quarnford https://portal.peakdistrict.gov.uk/11241266 - Use of property as an open market dwellinghouse and proposed extension – This was not applicable to the Parish so no comments were made.	
9.	Heather management and a potential meeting with responsible agencies, potential funding available Community Nature Fund (deadline is 30th Jan) It was noted that the gamekeepers used to maintain the moor in the past. Clerk to contact David Cadman. Noted the Fire service would carry out the block burning as training exercise.	Clerk
10.	To approve the attached – see Appendix C 1. Internal Controls – Appendix C1 2. Risk Assessment – Appendix C2 – Asset checks to be included on the agenda. 3. Code of Conduct (updated Model) – Appendix C3 RESOLVED to approve.	Asset Checks next agenda
11.	Lengthsman scheme – up to £400 for reimbursement for village appearance The claim will be submitted for the drain clearance work and litter picks carried out plus any other items as agreed to improve the appearance.	Clerk
12.	Staffordshire Moorland Defib (inc on AED Donate 2 year scheme) - To note the purchase of replacement pads (delegated authority) and issues with the cabinet This was noted. A quote for a new cabinet and funding was being pursued by AED Donate.	
13.	Correspondence: Best Kept Village and Community Competition was noted. It was agreed to replace the planters under the signs x 2 using the Lengthsman funding. EC to obtain a quote for agreement. Staffs Moorland Local Council spring newsletter – articles requested – none. Local Government Reorganisation in Staffordshire (no firm proposals as yet). There are plans to abolish district councils and county councils but no detail as yet. A meeting is to be held on 5 th March 25 at SMDC. General views were that Staffs Moorlands is very different to Stoke. It may be that garden waste brown bins might be charged by Staffs Moorland.	EC
14.	Public Footpaths and Highways issues – to be reported Comments on s53 Application to Add a Public Bridleway Along Gradbach Mill Lane, Quarnford to Black Brook – deadline 24th February 2025 The path is a max of 1.5m wide in places so doesn't meet current standards for vehicles. The high sided banks also cause an issue. There was concerns about the liability of the vehicles if they get stuck. It was agreed to inform the other landowner at end of the application and Staffs Wildlife Trust. If possible AT will request a site visit. Peak Park will also be contacted along with the Bridleways Association to ask for their opinion. To note the appeal to upgrade Quarnford Footpath 18 to a restricted byway – This was dismissed.	

15.	Finance: To authorise payments as follows by cheque: <table><tr><td>Chq no</td><td></td><td></td></tr><tr><td>661</td><td>M Frodsham - Defib pads</td><td>62.40</td></tr><tr><td>662</td><td>Flash Village Hall</td><td>15.00</td></tr></table> To agree any other payments as notified at the meeting RESOLVED to approve. To note the Bank reconciliation Statement see Appendix D attached RESOLVED to approve. To note the national salary award backdated to April 2024 as circulated 31st Oct – RESOLVED to note. It was also agreed due to issues with signing of cheques to include AT on the signatories for the bank mandate. Clerk to make the necessary arrangements. The outcome of the internal audit and end of year accounts if possible will be brought to the next meeting.	Chq no			661	M Frodsham - Defib pads	62.40	662	Flash Village Hall	15.00	Clerk Next meeting
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16.	Next meeting (April, July Oct, Jan) To agree the date of the next meeting – proposed Weds 23 April 2025 and also future items – This was agreed. A note of thanks was made to Karen Kidd for her input into the parish council over the years. Broadband – AT attended meeting to discuss fibre optic roll out. There is a bid for funding to be made and it is not clear when the upgrade will be connected for this area.										

Appendix B - Draft Budget 2025/26 for Precept**Draft Budget 25/26**

Salary inc oncosts	1900
Office costs inc domain, hall hire, insurance	500
Audit costs	100
Projects (Lengthsman £400 grant reclaim)	0
Maintenance of Assets	100
S137 (donations)	150
VAT (reclaimable)	0
Total	2750

Precept calculations:

Council tax base 96 (*99 last year)	Annual Cost	Precept	Per week	% Increase
Current Precept	22.00 per annum*	2178	0.44	
2025/26	24.86 per annum	2386.56	0.48	13
Budget 25/26		2750		
Less expected income – Precept		2386		
Shortfall (reserves or to be managed)		364		

RESERVES POSITION STATEMENT

Cash at bank as at 21.01.25	6106
Less ringfenced reserves contingency (election/unforeseen costs etc)	1500
Less earmarked grant fund/works	2250
Sub Total	2356
Less unrepresented chqs	100
Less other commitments expected before end March	1000
Plus Income expected (Ward Cllr funding?)	250
Free Reserves Total C/Fwd to 25/26	1506
Earmarked reserves (Work)	2250
Ringfenced reserves (Contingency)	1500

Appendix D - Bank reconciliation statement – up to 21 Jan 2025

Balance at 31st March 2024 Opening	
Current account	2900.73
Business reserves	799.51
Total in bank	3700.24
Less payments up to 16.10.24	709.39
Plus receipts up to 16.10.24	4189.76
Total balance	7180.61
Current account up to 16.10	4469.34
Business reserves up to 16.10	802.44
Total in bank	5271.78
Difference	-1908.83
Less uncashed payments chq 632 £100	7180.61

Bank reconciliation Statement as at 21 Jan 25	
Balance at 31st March 2024 Opening	
Current account	2900.73
Business reserves	799.51
Total in bank as at 31.03.24	3700.24
Less payments up to 21.01.25	1883.77
Plus receipts up to 21.01.25	4189.76
Total balance	6006.23
Current account up to 21.01.25	2794.96
Business reserves up to 21.01.25	3311.27
Total in bank	6106.23
Difference	100.00
Less uncashed payments chq 632 £100	6006.23