

**These minutes are draft until approved by the Parish Council.**  
**HARTINGTON UPPER QUARTER PARISH COUNCIL**

**Minutes of the Parish Council Meeting held Wednesday 4<sup>th</sup> December 2019**

**Present:** Parish Councillors: Kevin Kirkham, (Chair), Lloyd Melland, Tracey Stafford and Stephen Wardle.

Principal Councillors: None – HPBC meeting same evening.

Stephen Mansfield, (Clerk).

| <b>04/12/19/01</b> | <b>Apologies</b>   |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
|--------------------|--|--------------------------------|----------|--------|-------|-------------|--------|--------|--------------------|--------|---------|--------|-------------|---------------------------|---------|--------|------|------|-------|--------|-----------------------------|--------------------|----------|--------|------------------|--------------------|---------|--------|-----------|-----------|---------|--------|----------------------|--------------------|---------|--------|--------|----------|-------|--------|------------------|--------------------|----------|--------|---------------------------|--------------------------|---------|--------|------------------|--------------------------------|---------|--------|----------------|-------|---------|--------|---------------------------|--------------------------|---------|
|                    | 1.1) Councillors Tony Kemp and Linda Grooby sent apologies.  |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| <b>04/12/19/02</b> | <b>Minutes of the meeting held 6<sup>th</sup> November 2019</b>  |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
|                    | Minutes for the November meeting were not yet available and would be presented at the next meeting due to some documents not being available to the Clerk.   |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| <b>04/12/19/03</b> | <b>Matters arising and Public Speaking</b>   |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
|                    | 3.1) None  |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| <b>04/12/19/04</b> | <b>Items of Account</b>  |                                |          |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
|                    | <p><b>Bank balance stands at £14506.79 as at 2<sup>nd</sup> December 2019</b><br/> The following expenditure was approved:<br/> <b>Liabilities approved, signed off just before,during and shortly after this meeting;</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Chq No</th> <th style="width: 30%;">Payee</th> <th style="width: 50%;">Description</th> <th style="width: 10%;">Amount</th> </tr> </thead> <tbody> <tr> <td>000736</td> <td>GB Garden Services</td> <td>Mowing</td> <td style="text-align: right;">£180.00</td> </tr> <tr> <td>000737</td> <td>S Mansfield</td> <td>Dec 2019 Salary +expenses</td> <td style="text-align: right;">£229.80</td> </tr> <tr> <td>000738</td> <td>HMRC</td> <td>PAYE</td> <td style="text-align: right;">£3.40</td> </tr> <tr> <td>000739</td> <td>Fairfield Building Supplies</td> <td>Series of invoices</td> <td style="text-align: right;">£7751.07</td> </tr> <tr> <td>000740</td> <td>Buxton Woodworks</td> <td>Series of invoices</td> <td style="text-align: right;">£569.55</td> </tr> <tr> <td>000741</td> <td>Peakwaste</td> <td>Skip hire</td> <td style="text-align: right;">£246.00</td> </tr> <tr> <td>000391</td> <td>All Seasons Supplies</td> <td>Gas Bottle refills</td> <td style="text-align: right;">£450.00</td> </tr> <tr> <td>000392</td> <td>Voided</td> <td>Not used</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>000393</td> <td>Buxton Woodworks</td> <td>Series of invoices</td> <td style="text-align: right;">£1464.48</td> </tr> <tr> <td>000394</td> <td>Stephen Mansfield (Clerk)</td> <td>Jan 2020 Salary+Expenses</td> <td style="text-align: right;">£222.35</td> </tr> <tr> <td>000395</td> <td><u>Mitchells</u></td> <td>Table and chairs for Brandside</td> <td style="text-align: right;">£200.00</td> </tr> <tr> <td>000396</td> <td>Tools &amp; timber</td> <td>tools</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td>000397</td> <td>Stephen Mansfield (Clerk)</td> <td>Feb 2020 Salary+Expenses</td> <td style="text-align: right;">£222.35</td> </tr> </tbody> </table> |                                |          | Chq No | Payee | Description | Amount | 000736 | GB Garden Services | Mowing | £180.00 | 000737 | S Mansfield | Dec 2019 Salary +expenses | £229.80 | 000738 | HMRC | PAYE | £3.40 | 000739 | Fairfield Building Supplies | Series of invoices | £7751.07 | 000740 | Buxton Woodworks | Series of invoices | £569.55 | 000741 | Peakwaste | Skip hire | £246.00 | 000391 | All Seasons Supplies | Gas Bottle refills | £450.00 | 000392 | Voided | Not used | £0.00 | 000393 | Buxton Woodworks | Series of invoices | £1464.48 | 000394 | Stephen Mansfield (Clerk) | Jan 2020 Salary+Expenses | £222.35 | 000395 | <u>Mitchells</u> | Table and chairs for Brandside | £200.00 | 000396 | Tools & timber | tools | £150.00 | 000397 | Stephen Mansfield (Clerk) | Feb 2020 Salary+Expenses | £222.35 |
| Chq No             | Payee  | Description                    | Amount   |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000736             | GB Garden Services   | Mowing                         | £180.00  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000737             | S Mansfield  | Dec 2019 Salary +expenses      | £229.80  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000738             | HMRC   | PAYE                           | £3.40    |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000739             | Fairfield Building Supplies  | Series of invoices             | £7751.07 |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000740             | Buxton Woodworks   | Series of invoices             | £569.55  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000741             | Peakwaste  | Skip hire                      | £246.00  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000391             | All Seasons Supplies   | Gas Bottle refills             | £450.00  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000392             | Voided   | Not used                       | £0.00    |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000393             | Buxton Woodworks   | Series of invoices             | £1464.48 |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000394             | Stephen Mansfield (Clerk)  | Jan 2020 Salary+Expenses       | £222.35  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000395             | <u>Mitchells</u>   | Table and chairs for Brandside | £200.00  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000396             | Tools & timber   | tools                          | £150.00  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |
| 000397             | Stephen Mansfield (Clerk)  | Feb 2020 Salary+Expenses       | £222.35  |        |       |             |        |        |                    |        |         |        |             |                           |         |        |      |      |       |        |                             |                    |          |        |                  |                    |         |        |           |           |         |        |                      |                    |         |        |        |          |       |        |                  |                    |          |        |                           |                          |         |        |                  |                                |         |        |                |       |         |        |                           |                          |         |

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**The following income was reported by the Clerk**

The Clerk has received and credited the following payments to the current account

| Receipt type   | From                                | Amount   |
|----------------|-------------------------------------|----------|
| Grant/donation | T. Kemp Community Leadership Scheme | £680.00  |
| Grant/donation | DET                                 | £6933.83 |
|                | Total                               | £7533.83 |

The DET have made payments to HUQPC or direct to suppliers as follows;

Please note all these payments are net, not including VAT

| Claim no. | Date       | Supplier                       | Type                         | Amount            |
|-----------|------------|--------------------------------|------------------------------|-------------------|
| Claim 1   | 28/11/2019 | Chris Green                    | Central Heating Labour       | £3,540.00         |
| Claim 2   | 28/11/2019 | Fairfield and Buxton Woodworks | Plumbing and woodworks items | £6,933.83         |
| Claim 3   | 28/11/2019 | Richard Fletcher               | Joinery Labour               | £3,340.00         |
| Claim 4   | 28/11/2019 | Chris Green                    | Bathroom rebuild Labour      | £5,435.00         |
|           |            |                                | Total claimed                | <b>£19,248.83</b> |
|           |            |                                | Remaining to be claimed      | <b>£25,663.13</b> |

**Funds managed by the Parish Council for the Sterndale Moor Defibrillator**

Transactions on the Defibrillator Reserved Fund are £0.00

**Defibrillator Reserved Fund** Balance is recorded as **+£165.02**

**Funds managed by the Parish Council for the Brandside Broadband Mast**

Transactions on the Brandside Broadband Reserved Fund are £00.00

**Brandside Broadband Mast Reserved Fund** Balance is recorded as **£150.00**

**04/12/19/05 Planning Applications**

Wall Nook Farm, [NP/NEW/1119/1174 Wall Nook Farm Unnamed Road Section Of A53 From Axe Edge To Stanley Moor Quarnford SK17 0TL](#) Rear and side two storey extension and demolition of existing dilapidated barns. 01 Nov 2019

The Parish Council has no objections to this application.

**04/12/19/06 Sterndale Moor**

6.1) The removal and making safe of the old tankage is still not completed.

**04/12/19/07 Parish Hall**

7.1) Design of renovations of woodwork in parish Hall were discussed. Contractors wished to remove picture rail and asked Parish Council for agreement to do so. Proposed Councillor Kirkham, seconded Councillor Wardle. Unanimously agreed.  
7.2) Clerk to arrange skip to be delivered by Peak Waste to Brandside.

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|             |  |
| 04/12/19/08 | <b>Highways</b><br>8.1) Clerk to report potholes at junction of Coal Pit Lane and A54 and A537 cut through.  |
| 04/12/19/09 | <b>Policies and Procedures</b><br>9.1) Open the bookings for Brandside Hall from 31 <sup>st</sup> March 2020.<br>9.2) Require visitors to pay circa £5.50 per head, deposit in advance and pay for gas and electricity used – to be discussed further. |
| 04/12/19/10 | <b>Correspondence</b><br>10.1) Broadband mast payments to be discussed at next meeting.<br>10.2) The Parish Council must make application to swap bank accounts to qualify for £500 payment.   |
| 04/12/19/11 | <b>Any other business</b><br>11.1) None  |
| 04/12/19/12 | <b>Date and time of next meeting</b><br>The meeting was closed at 20:35 hours. Date set as <b>Wednesday at 7:30pm on 5<sup>th</sup> Feb 2020.</b>  |