

**Minutes of Norbury and Roston Parish Council Meeting held on Monday 24th March 2025
at 7.00pm in The Mary Clowes Hall**

**Present: Cllr S Davis (Chair), Cllr A Lewis, Cllr K Freeman, Cllr K Davis, Cllr M Robinson,
and Miss K Granter (Clerk).**

There were no members of the public present.

1. Apologies

- a. No apologies received.

2. Register of interests

- a. No register of interests.

3. Public Participation

- a. No Public Participation

4. Minutes of the meeting held on the 20th January 2025.

- a. The minutes of the last meeting agreed by all Councillors as a true record of the meeting. Signed and dated by Cllr S Davis.

5. Matters Arising

- a. Correspondence
 - i. Email from village resident re: Planning notices – **Action: Clerk** to respond by email and ensure future planning applications will be displayed on the village notice boards along with guidance on how to view detailed information.
 - ii. Letter from village resident re: Maintenance of the village well – **Action: Clerk** to respond in writing thanking the volunteer for their commitment over the last 8 years and to research a new volunteer/s for the maintenance. Cllr A Lewis kindly offered to purchase any preservatives / treatments needed for the woodwork.
- b. Online Banking
 - i. Cllr K Freeman gave confirmation that she is set up and authorised for Lloyds online banking.
 - ii. Researching bank account with no monthly charges **Action: Clerk** to apply with Natwest
- c. Signpost repairs
 - i. Cllr K Freeman has sourced one quote for repair of the cast iron signpost. **Action: Cllr K Freeman** to gather more quotes, and other sources of funding to contribute and feed back to the Parish Council for agreement.
- d. Litter Picking
 - i. All councillors agreed for the volunteer within the village can partake in litter picking for the village towards their Duke of Edinburgh award. **Action: Clerk** to confirm in writing and deliver letter.
 - ii. To also note, the WI (Women's Institute) also partake in litter picking around the village.
- e. Clerk Contract
 - i. All councillors agreed that they should partake in configuring the employment contract to better suit the role of the Clerk for the parish. **Action: All Councillors** to revise and structure the contract and submit back to Clerk for definitive version to be composed.

6. Planning

- a. Ref: 25/00225/FUL – new application discussed.
 - i. All Councillors agreed, no objection. **Action: Clerk** to submit response to the planning department.
- b. Derbyshire Dales Planning presentation
 - i. Cllr K Davis attended the presentation and provided a brief overview to the Councillors which was informative.

7. Bank Accounts

- a. Treasury Account update: £2313.36.

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8. Finance

- a. Invoice: DALC Clerk Essentials Training
 - i. £85.00 **Action: Cllr M Robinson and Cllr K Freeman** to authorise and make payment and return hard copy to Clerk.
- b. Invoice: DALC Annual Subscription
 - i. £329.43 **Action: Cllr M Robinson and Cllr K Freeman** to authorise and make payment and return hard copy to Clerk.
- c. Invoice: Grass cutting
 - i. £100.00 **Action: Clerk** to get cheque signed by Cllr M Robinson and Cllr K Freeman and deliver by hand.
- d. Receipt: Land rental
 - i. £100.00 Cheque received and paid in via Lloyds online banking.

9. Bills Charity

- a. All accounts are updated with Clerk details and correspondence address.

10. Clerk/RFO Training

- a. Clerk Essentials training completed in January.
 - i. Clerk gave brief overview of training and its benefits to the Councillors.
- b. Clerk / RFO Finance training booked for 26th March 2025.

11. Traffic

- a. Update from Cllr S. Davis
 - i. Discussion about the road signs by the school. **Action: Cllr A Lewis** to retrieve meeting minutes showing previous discussions and council visit to acknowledge signs. **Action: Clerk** to send to Cllr S Davis for reference.
 - ii. Discussion on hatchings / markings on road outside the school. No conclusion at this stage.

12. Village Planter quotes

- a. Update from Cllr. M Robinson.
 - i. Quote received. **Action: Cllr M Robinson** to source alternative quotes for comparison and research the suitable materials.

13. The 'Shant' / Roston Inn for sale

- a. Cllr K Davis provided an explanation of an "asset of community value".
 - i. All councillors agreed to pursue an application and in favour of saving the village pub. **Action: Cllr K Davis and Clerk** to work together on the application.

14. Local Projects Fund from Derbyshire Dales District Council

- a. Discussed the possibility of any available funding and its uses within the parish. **Action: Cllr K Freeman** to contact Cllr. Sue Bull to better understand what funding is available and the viability of our initial proposal of our 'Heritage Restoration' project.
- b. **Action: Clerk** to contact the school to enquire if they would like to volunteer in any restoration work for the village Well and any other ideas they may have for the parish.

15. Parish Council and community website

- a. Update from Cllr M Robinson and Katy (Clerk)
 - i. Cllr M Robinson and Katy (Clerk) have redesigned and updated the village website making it more user friendly with a simpler design.
 - ii. www.norburyandroston.org
 - iii. **Action. Clerk** to update parish council section and load the Norbury and Roston Flyer when published and publish announcement of updated website on the Norbury and Roston Village Facebook page.

16. Date of next meeting

- a. **Norbury and Roston Annual Meeting**, Monday 19th May, 7pm, Mary Clowes Village Hall.
 - i. Open to the public to discuss concerns and ideas about the village.
- b. **Parish Council meeting**, Monday 19th May, following the Annual Meeting, Mary Clowes Village Hall.

Meeting closed at 8.35pm.