

AGENDA ITEM No. 3

MINUTES

<u>Meeting:</u>	National Park Authority Meeting
<u>Date:</u>	6 December 2013 at 10.00am
<u>Venue:</u>	Aldern House Baslow Road Bakewell Derbyshire
<u>Chair:</u>	Clr A Favell
<u>Present:</u>	Mr P Ancell, Mrs F Beatty, Miss P Beswick, Clr D Birkinshaw, Clr P Brady, Clr C Carr, Clr D Chapman, Clr G Claff, Clr C Furness, Clr Mrs H Gaddum, Clr D Greenhalgh, Mr Z Hamid, Clr P Harrison Clr Mrs N Hawkins, Clr Mrs G Heath, Mr R Helliwell, Clr H Laws, Ms S Leckie, Clr A McCloy, Clr S Marshall-Clarke, Mr G Nickolds, Mr C Pennell, Clr Mrs K Potter, Clr P Rippon, Clr Mrs L C Roberts, Clr Mrs N Turner, Clr Mrs J Twigg, and Clr Ms E Wilcox.
<u>Apologies for absence:</u>	Clr Mrs B Beeley

54/13 CHAIR'S ANNOUNCEMENTS

The Authority stood in silent tribute to Nelson Mandela, the respected statesman and 1993 Nobel Peace Prize recipient who died on 5 December 2013.

The Chair advised Members that Lord de Mauley, the Parliamentary Under Secretary of State for natural environment and science, would be visiting the Peak District on the 19 December and confirmed that all Members were be invited for lunch at Aldern House on that date.

On behalf of Members the Chair thanked Ruth Marchington and Geoff Nickolds for their work in preparing for the Member Development Event on 29 November 2012. It was noted that the discussions had been useful and some actions, such as new nameplates and electronic pass access to all areas of Aldern House had been implemented.

The Chair welcomed the news that Peak District National Park volunteer rangers had won two out of three awards in the 2013 UK National Parks Volunteer Awards for their outstanding contributions. On behalf of the Authority the Chair asked that congratulations be passed on to the recipients.

55/13 MINUTES

The minutes of the meeting held on 4 October 2013 were approved as a correct record

56/13 PUBLIC PARTICIPATION

There was one member of the public present to make representations to the meeting.

57/13 MEMBERS DECLARATIONS OF INTEREST

Members declared interests in items on the agenda as follows:

Item 12

- It was noted that all Members had a personal prejudicial interest in this item as it related to claims for travel and subsistence made under the Members' Allowances Scheme. In accordance with paragraph 20(4) of the Member's Code of Conduct all Members were still able remain in the room and vote on this item.

Item 14

- It was noted that a number of Members had personal interests in this item which related to exempt information within the report. Interests in these items would therefore be declared during the Part B discussions.

Clr Mrs N Hawkins advised Members that due to problems with access to her emails she was unable to establish whether she was in receipt of any electronic correspondence relating to items on the Agenda for this meeting.

58/13 7. NATIONAL PARK MANAGEMENT PLAN (NPMP) – REPORT FROM ADVISORY GROUP (AN)

Dianne Jeffery, Chair of the NPMP Advisory Group presented the findings of the Group based on a review of progress made during the first year of the Plan. The report included proposals for amendments to the online plan and the Groups delivery recommendations for the Plan until March 2015. In presenting the report she highlighted the following issues identified by the Advisory Group:

- A perceived lack of park wide focus on climate change
- A lack of clarity about where and when issues about broadband will be resolved
- Identifying the impact of planning service improvement work
- Engaging young people in the national park

In considering the report Members looked at each of the five signature programmes; an environment open for business; destination Pedal Peak District; better, bigger and more joined up; community planning and inspiring generations. In discussing the signature programmes Members identified the following issues:

- Successes in delivering high speed broadband in Cheshire East
- Capacity for Authority delivering climate change targets
- Progress made in engaging with Local Economic Partnerships
- National Park response to consultation on Common Agricultural Policy reform
- Aspirations for the Peak District becoming a cycling hub
- Including references to the White Peak Rivers project
- Lobbying train operators on increasing capacity for cycles
- Progress made in working with Natural England – planting on trails
- Need for planning theme to be more ambitious
- Linking climate change and inspiring generations
- Initiatives designed to inspire generations such as school visits must also include young people living within the Peak District. Twinning type links could achieve this.

In discussing the aspirations relating to cycling the Chair of the Advisory Group agreed to ask the Group to comment on comments about whether the objective was

overambitious. It was noted that the wording in the Plan had been developed to reflect the aspirations of partners and that a report on Cycling would be brought to a future meeting of the Authority.

It was also agreed that the Advisory Group would be asked to look again at references in the plan relating to Cultural Heritage as it was acknowledged that in comparison to the Group time spent discussing this cross cutting theme there were only a few direct references.

Following discussions around inspiring generations it was noted that the Advisory Group intended to focus on issues around engaging and inspiring young people with the film "Project Wild Thing" being shown at the meeting in March 2014 to help stimulate ideas and debate.

Subject to an amendment to record the Authority's gratitude for the work of the Advisory Group, the recommendations in the report were moved, seconded, put to the vote and carried.

RESOLVED:

1. **To note the summary report of progress made on the NPMP from May 2012 to March 2013 as set out in appendix A.**
2. **To approve the recommended NPMP delivery plans from April 2013 to March 2015 as set out in appendix B.**
3. **To approve the amendments to the on-line NPMP as set out in appendix C and authorise the Chief Executive, in consultation with the Chair of the NPMP Advisory Group, to incorporate the approved amendments to the on-line NPMP.**
4. **To thank the Chair and Members of NPMP Advisory Group and staff supporting the Group for their work in monitoring and overseeing the delivery and development of the NPMP.**

Clr D Greenhalgh arrived at 10.15am during consideration of this item.

Dianne Jeffrey left the meeting following consideration of this item.

59/13 8. INTRODUCTION OF CHARGING FOR PRE-APPLICATION ADVICE AND PLANNING PERFORMANCE AGREEMENTS (JRS)

The Director of Planning presented a report setting out proposals to charge for pre-application advice on planning matters and to introduce Planning Performance Agreements, subject to a charge. He reported that recommendation 3 in the report had been amended to show that, following implementation, the charging scheme would be reviewed annually with a review report brought back to the Authority after 12 months of operation.

The amended recommendations were moved, seconded, put to the vote and carried.

RESOLVED:

1. **To approve the principle of charging for pre-application advice for a range of proposals and charging for Planning Performance Agreements, as set out in the report.**

2. To introduce the charging scheme from 1 April 2014.
3. That the charging scheme be reviewed annually and a report be brought back to the Authority after 1 year of operation'
4. To approve the scale of fees as set out in section 20 of the report as follows:

<i>Application type</i>	<i>Fee</i>	
a) Householder proposals	No Fee	
b) New Dwelling proposals:		
(ii) New build or conversion open market dwellings:	<i>Letter/report only</i>	<i>Meeting followed by a letter/report</i>
1 dwelling	£100	£200
2-3 dwellings	£150	£300
4-9 dwellings	£250	£500
10-50 dwellings	£500	£750
50+ dwellings	£750	£1000
(ii) New build or conversion affordable local needs housing	No fee	
c) Major non-residential schemes not covered in other categories	£45 per hour	
d) Agricultural developments	£100 flat rate fee	
e) Other minor developments	<i>Letter/Report only</i>	<i>Meeting followed by a letter/report</i>
Includes non-householder, non-agricultural, non-residential, telecommunications development	£100	£250
f) Other consents		
(ii) Listed building consent	No fee	
(iv) Advertisement consent	£100 flat rate fee	
g) Prior Notifications	£100 flat rate fee	
h) Planning Performance Agreements	£45 per hour	

5. To authorise the Director of Planning to sign Planning Performance Agreements on behalf of the Authority and agree any necessary fees.

60/13 9. PROPOSALS TO ADDRESS EXPECTED 2014/15 BUDGET DEFICIT (A.137/RMM)

In introducing the report the Chief Executive provided an update on the possible impact of the Chancellors recent announcements on the Authority's national park settlement from Defra. He also thanked the Director of Corporate Resources, the Head of Finance and other Managers for their work in preparing both these proposals and the recent Member workshops.

The Director of Corporate Resources presented the proposals in the report which aimed to allow progress to be made towards addressing the expected budget deficit in 2014/15 in the context of the current 4 year financial planning period (2011/12-20/15) and looking forward into the next planning period.

The recommendations set out in the report were moved, seconded, put to the vote and carried.

RESOLVED:

- 1. To approve the proposals set out in Appendix 1 to address the anticipated cut to the Authority's National Park settlement in 2014/15 for implementation from 1 April 2014 or as soon as possible after that date.**
- 2. To approve the flexible retirement application detailed in paragraph 16(c) from 31 March 2014 without a reduction in pension entitlement in accordance with the Authority's policy on flexible retirement under the workforce reduction scheme.**

61/13 10. AMENDMENTS TO STANDING ORDERS – PART 1 MEETINGS AND PROCEEDINGS OF THE AUTHORITY – REPORTING OF MEETINGS AND ITEMS FOR NO DISCUSSION (A111/JS)

The Democratic Services Manager presented a report setting out proposals to amend part 1 of the Authority's Standing Orders in relation to the following areas:

- Members of the public recording and reporting meetings
- Items not for discussion

Mr Sparkes spoke on this item under the Public Participation Scheme.

During the discussions the recommendations were amended as follows:

- SO 1.28(9) exclude Planning Applications from being identified as a Not for discussion item
- SO 1.28(11) notice to be sent to Democratic Services
- SO 1.5(8) include provisions which give the Chair of the meeting or the Monitoring Officer the discretion to agree that a recording may be retained for longer period if required.

In discussing the arrangements for making recordings of meetings available on the Authority website members suggested that if future ICT developments made it more cost effective the Authority should consider whether recordings of meeting can be published directly on to the website.

The amended recommendations were moved, seconded, put to the vote and carried.

RESOLVED:

- 1. To amend Standing Order 1.5 to delete the current paragraph (5), insert**

the following additional paragraphs and renumber the current paragraphs (6) to (8):

“(5) Mobile telephones, pagers, tablets and other such equipment must be switched to silent mode during meetings of the Authority so as not to disturb the conduct of the meeting.

(6) The Authority is not required by legislation to permit the recording or broadcasting of its meetings by sound, video, film, photograph or any other means this includes blogging or tweeting, posts on social media sites such as Facebook or publishing on video sharing sites. However, in the interests of helping the wider public observe and understand Authority decisions, requests to record and report on meetings of the Authority and its Committees held in public will be allowed by the Monitoring Officer or their deputy, in consultation with the Chair of the meeting, providing it can be demonstrated that it will not disrupt the meeting and is carried out in accordance with any protocols and guidance issued by the Monitoring Officer.

(7) The Chair has discretion to withdraw or suspend this permission should he or she deem it necessary, for example if the recording is disrupting the conduct of the meeting, or where a member of the public participating in a meeting objects to being recorded. In order to assist the Chair to manage the meeting and respect the wishes of other members of the public who are present the recording must be carried out in such a way that everyone present is aware that the meeting is being recorded or reported.

(8) While the Local Government Act 1972 does not require an authority to record its meetings, subject to the availability of suitable recording equipment, the Authority will make a digital audio recording of all Part A discussions and decisions at meetings of the Authority and its Committees. Usually the recordings will only be held by the Monitoring Officer until the minutes of the meeting have been agreed by Authority or the relevant committee and then deleted. However the Chair of the meeting or the Monitoring Officer may agree that recording may be retained for a longer period if required. All requests from members of the public for copies of recordings will be dealt with in accordance with the provisions of the Freedom of Information/Environmental Information legislation.”

2. To amend Standing Order 1.28 to add new paragraphs as follows:

“(9) Before the publication of the Agenda, The Chair of the meeting, or in their absence, the Deputy/Vice Chair, may identify reports which require a decision at a meeting of the Authority, Committee or Sub-Committee but do not necessarily need to be discussed. Items which are proposed to be dealt with in this way must be grouped together and clearly identified on the published agenda as “Items not for discussion”. Reports directly relating to a planning application will not be identified as a not for discussion item.

(10) If Democratic Services has not received written notice that one or more Members wishes to speak on an item identified on the agenda as not for discussion, each item will be considered in the order set out in the published agenda, with the recommendations set out in each report moved and seconded without debate and then put to

vote.

(11) Any notice under Standing Order 1.28(10) must be received by Democratic Services, by 12 noon on the day before the meeting stating the title and item number of the report it relates to. At the start of the meeting Chair must then advise those present that a valid notice has been received and that the item identified will be open to debate and discussion by members”

3. To add “Items not for discussion” to paragraph 6 of the Public Participation at meetings Scheme.

62/13 11. REMUNERATION FOR CHAIR OF NATIONAL PARK MANAGEMENT PLAN (NPMP) ADVISORY GROUP (AN)

Members considered a report setting out proposals to provide a basic allowance for the Chair of the NPMP Advisory Group in recognition of time spent working on behalf of Authority and further one-off payments to cover expenditure on travel and subsistence and consumables.

The recommendations set out in the report were moved, seconded, put to the vote and carried.

RESOLVED:

To approve the following payments to the Chair of the NPMP Advisory Group:

- i) a basic annual allowance set at the same rate as that made to the Authority’s Independent Persons, currently £858 per annum.
- ii) an annual lump sum payment of £30 per annum to cover costs relating to travel and subsistence while on official duties.
- iii) an annual lump sum payment of £30 per annum to cover costs relating to printing official correspondence, plans and papers.

63/13 12.1 MEMBERS’ ALLOWANCES – COMMUNITY ENGAGEMENT INITIATIVES (A.111/JS)

Members considered a report setting out proposals to amend schedule 2 of the Authorities Members’ Allowances Scheme to include duties under the “We’re here for you” initiative in the list of approved duties.

The recommendations set out in the report were moved, seconded, put to the vote and carried.

RESOLVED:

To amend schedule 2 of the Members’ Allowances Scheme to add the following paragraphs to the list of duties which are delegated to the Director of Corporate Resources to approve but may be referred to the next meeting of the relevant committee if the Director is not sure of the suitability of such attendance:

- “8) Attendance at meetings of Parish Councils/Meetings and other local forums taking place in the geographical area allocated to a Member under the “We’re here for you initiative” subject to confirmation that either the organiser of the relevant meeting has specifically asked in***

advance for a Member of the National Park Authority to be present or the Chief Executive or a Director/Assistant Director is of the view that it is essential that a Member of the Authority is present at the meeting.

- 9) *Attendance at other community events arranged by the National Park Authority where the Chief Executive or a Director/Assistant Director has invited Members to attend.***

64/13 EXCLUSION OF THE PUBLIC

RESOLVED:

That the public be excluded from the meeting during consideration of the following Agenda Item to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, under Paragraph 3 “Information relating to the business affairs of any particular person (including the Authority holding that information)”.

PART B

SUMMARY

The Committee determined the following item and full details are contained in the exempt minutes:

Banking and Treasury Management Services

The meeting ended at 1.10pm.