

---

## MINUTES

Meeting:	<b>National Park Authority</b>
Date:	Friday 12 November 2021 at 10.00 am
Venue:	The Octagon, Pavilion Gardens, St John's Road, Buxton, Derbyshire, SK17 6BE
Chair:	Cllr A McCloy
Present:	Mr J W Berresford, Cllr P Brady, Cllr D Chapman, Cllr C Farrell, Cllr C Furness, Cllr A Gregory, Prof J Haddock-Fraser, Mr Z Hamid, Cllr A Hart, Cllr Mrs G Heath, Mr R Helliwell, Cllr I Huddleston, Cllr C McLaren, Cllr D Murphy, Cllr V Priestley, Miss L Slack, Mr K Smith, Cllr P Tapping and Ms Y Witter.
Apologies for absence:	Cllr W Armitage, Cllr C Greaves, Ms A Harling, Cllr Mrs K Potter, Cllr K Richardson, Cllr S. Saeed, Cllr D Taylor, Mrs C Waller, Cllr J Wharmby and Cllr B Woods.

### **72/21 ROLL CALL OF MEMBERS PRESENT, APOLOGIES FOR ABSENCE AND MEMBERS' DECLARATIONS OF INTEREST**

#### **Item 7**

Members had received several emails in support of the Foolow Community and declared an interest as the Peak District National Park Authority owned the land which was the subject of the report.

#### **Item 13**

Cllr McLaren, Mr Hamid and Cllr McCloy declared a prejudicial interest as Trustees of the Peak District National Park Foundation and would leave the room during this item.

### **73/21 MINUTES OF PREVIOUS MEETING ON 3RD SEPTEMBER 2021**

The minutes of the last meeting of the National Park Authority meeting on 3 September 2021 were approved as a correct record.

### **74/21 URGENT BUSINESS**

There was no urgent business.

### **75/21 PUBLIC PARTICIPATION**

Five members of the public had registered to speak to the Authority Meeting.

## **76/21 AUTHORITY CHAIR'S REPORT**

The Chair provided a verbal update to the Authority. COP26 and Climate Change is very much in the news and the Chair highlighted the Chief Executive's report and an email sent to Members by the Chair in October 2021. The 15 UK National Parks have issued a climate emergency response statement which had been circulated. National Parks and protected areas around the world have joined together to issue a joint statement on the climate change and biodiversity crisis which had also been circulated to Members, with the work highlighting opportunities as well as risks posed by the current issues.

COP26 has also been used as an opportunity to launch Net Zero with Nature, an initiative involving all 15 UK National Parks, links had been shared to the National Parks UK website. Government have shown interest in the initiative and this may enable National Parks to potentially realise their ambition with this support.

The Chair updated the meeting on an anticipated delay to Defra's consultation response to the Landscape Review, which is now not likely until the end of the year. A discussion with Members will take place as soon as possible after it is available.

### **RESOLVED:**

**To note the report.**

## **77/21 CHIEF EXECUTIVE'S REPORT (SLF)**

The Chief Executive's report gave updates on the following:

- Actions following COP26 – UK National Parks net zero with nature initiatives launched including Climate Leadership, Revere investing in natural capital and collaborative restoration projects
- Local Nature Recovery Strategy consultation
- Festival 2022
- Return to the workplace

### **RESOLVED:**

**To note the report.**

## **78/21 BROSTERFIELD - REPORT ON THE GATEWAY REVIEW UNDERTAKEN ON 1ST NOVEMBER 2021 (CBM)**

The report was introduced by the Head of Asset Management. A brief summary of the Authority's previous decisions in relation to the site was given including the decision on 21 February 2021 to sell the land to the community provided they passed two gateways before 1 November 2021, these gateways were:

1. A robust business plan showing how the community would raise the agreed purchase price
2. Evidence that funding was in place to purchase the site by 1 November 2021

Full details of these gateways were set out in the report.

Although Gateway 1 had been met in May 2021 unfortunately Gateway 2 had not been met by the November deadline and therefore the report updated Members on the current position. Only 23% of the agreed purchase price had been pledged. As the second gateway set out in resolution 7/21 had therefore not been passed the report recommended the disposal of the undeveloped site on the open market with the benefit of planning permission for a touring caravan and camping site.

The following spoke under the Authority's Public Participation at meetings scheme:

- Mrs Katie Edwards on behalf of Foolow Wildwood Project Team
- Mr Geoff Nancolas, speaking as an individual
- Ms Lindsay Price, speaking as a resident
- Mr John Youatt, speaking as an individual
- Mr Simon Wills, Chair of Foolow Parish Meeting

The recommendation as set out in the report was moved and seconded.

A proposal to give the community an additional 12 months was put forward and included that a 'spade be put in the ground' to extend the planning permission. It was noted that minor works on the site were being planned as part of the recommendation.

Clarification was sought if the proposal for an extension of time was an amendment to the current motion however as its effect was to negate the motion as moved and seconded this would be required to be voted on. Consideration of the recommendation of the report would take place before considering if this was an amendment.

Members congratulated the Foolow Community on what they had achieved and noted that they would be able to bid for the site on the open market.

Members congratulated Officers on the report and asked how quickly the site was likely to be put on the open market, it was highlighted that the disposal toolkit previously approved by the Authority (and attached as an appendix to the report) needed to be followed.

The Chief Executive reminded Members of the two purposes of the National Park Authority and to take these into consideration when making a decision regarding the recommendation.

The motion, which had been moved and seconded, was voted on and carried.

**RESOLVED:**

- 1. That there is not sufficient evidence that funding is in place for the Foolow Community to purchase the Authority's site at Brosterfield. The second gateway set out in resolution 7/21 has therefore not been passed and the Authority shall proceed to dispose the undeveloped site on the open market with the benefit of planning permission for a touring caravan and camping site.**
- 2. To discharge the planning pre-conditions, carry out a material operation and proceed with the 'discontinuance order' in the context of the disposal.**

---

*The meeting adjourned for a short break at 11.00am and resumed at 11.15am.*

**79/21 EXTERNAL AUDIT 2020/21 ANNUAL REPORT**

The report was introduced by Tom Greensill of Mazars, the Authority's External Auditors, who thanked the Head of Finance and her team for the work and assistance during the Audit process. James Sutton of Mazars was also present.

It was explained that there was a delay in the final opinion due to extra work around Value for Money (VFM) and fixed assets, the pandemic and general delays to the audit, the level of scrutiny required and resources. However the External Auditor expects to give an unqualified audit opinion on the Authority's 2020/21 financial statements and will also report that the Annual Governance Statement for 2020/21 complies with guidance and anticipates issuing an unqualified VFM conclusion.

It was noted that the increase in fees was due to the increased work required for VFM, as standards have changed, and there was also an increased level of scrutiny required by the Financial Reporting Council (FRC).

**RESOLVED:**

- 1. To note the External Auditor's report as set out in Appendix 1 of the report.**
- 2. To note the letter of management representation at Appendix A within Appendix 1 of the report which needed to be signed by the Chief Finance Officer.**

**80/21 STATEMENT OF ACCOUNTS 2020/21 (JW)**

The report, which sought approval for the audited Statement of Accounts for 2020/21, was introduced by the Head of Finance who confirmed that the audit had been completed by our External Auditors as reported elsewhere on the agenda.

A revised Appendix 2 was tabled by the Head of Finance who advised that it listed the amendments made to the draft Accounts following audit recommendations and that these amendments have all been incorporated into the final version of the Accounts which included the reclassification of cycles from Inventories to Property, Plant and Equipment.

**RESOLVED:**

**To approve the audited Statement of Accounts for 2020/21 as set out in Appendix 1 of the report and that the amendments made to the draft accounts, itemised in Appendix 2 of the report, be noted.**

**81/21 2020/21 ANNUAL GOVERNANCE STATEMENT (AMC)**

The report was introduced by the Head of Law who confirmed that no issues had been highlighted by the External Auditors in relation to their assessment of the Annual Governance Statement (AGS) which involved a review of the effectiveness of the Authority's governance arrangements including the systems of internal control. As part of the Authority's continuous improvement approach to governance arrangements issues were identified in the attached action plan which were to be addressed over the coming 12 months.

An amendment was made to recommendation 1 by adding the words “following receipt of the External Auditors Management Representation letter” at the end of the recommendation.

During a routine review of Standing Orders it had been identified that a deputy was required as a matter of good practice for Cllr Huddlestone who represents the Authority on the Peak District Local Access Forum (PDLAF). It was agreed to appoint a deputy Member.

It was also noted that the Authority had an Investigatory and Disciplinary Committee but no Members had been appointed to the Committee at the Annual General Meeting. It was proposed to appoint the six Members required, three Secretary of State and three Local Authority Members, to the Committee. Members of the Committee needed to be different Members than those already appointed to the Appeals Panel.

Cllr C Furness had expressed an interest in the PDLAF Deputy role; no further expressions of interest were made so Cllr Furness was agreed as the deputy Member.

Cllr Murphy, Cllr Gregory, Miss Slack, Ms Witter, Cllr Tapping and Cllr Mrs Heath all expressed interest in being Members of the Investigatory and Disciplinary Committee. It was agreed to appoint these Members to the Committee.

The recommendation set out in the report with the agreed amendment and the two extra recommendations, to appoint a deputy to the PDLAF and to appoint 6 Members to the Investigatory and Disciplinary Committee, were moved, seconded, put to the vote and carried.

#### **RESOLVED:**

- 1. To approve the audited Annual Governance Statement for 2020/21 for sign off by the Chief Executive Officer and the Chair of the Authority following receipt of the External Auditor’s Management Representation letter.**
- 2. To appoint Cllr C Furness as Deputy Member representing the Authority at the Peak District Local Access Forum until the annual Authority meeting in July 2022.**
- 3. To appoint the following Members to the Investigatory and Disciplinary Committee: Cllr A Gregory, Cllr Mrs G Heath, Cllr D Murphy, Miss L Slack, Cllr P Tapping and Ms Y Witter until the annual Authority meeting in July 2022.**

#### **82/21 ARRANGEMENTS FOR APPOINTMENT OF EXTERNAL AUDITOR (JW)**

The Head of Finance introduced the report which gave details of the three options open to the Authority for the future appointment of external auditors and requested Members to approve the preferred option, which was the most cost effective, to opt into the national audit appointment arrangements of Public Sector Audit Appointments for the financial years from 1 April 2023.

The recommendation was moved, seconded, put to the vote and carried.

**RESOLVED:**

**To approve the Peak District National Park Authority opting into the national audit appointment arrangements of Public Sector Audit Appointments (PSAA) for appointment of the Authority's external auditors for five financial years from 1 April 2023 onwards (2023/24 Accounts).**

*Cllr Huddleston left the meeting room at 11.45am.*

**83/21 2021-2022 RESERVE ALLOCATIONS (JW)**

The Head of Finance introduced the report which followed on from the 2020/21 outturn report approved by the Authority on the 21 May 2021 (Minute number 35/21), and proposes a reallocation of current cash Reserves that were set aside to finance the impact of the coronavirus pandemic. The reallocations would be as follows:

- a) Retain the Covid Reserve at the lower value of £683k;
- b) Re-allocate £275k from the Covid Reserve to the Restructuring Reserve as was approved in principle by Members in the Authority report of 4 September 2020 (Minute number 64/20).
- c) Re-allocate £130k back to the General Reserve to return the balance to £350k.

The Chair congratulated the Finance Team on the care they had taken to keep the Authority in a good place but there were still external uncertainties such as the future Defra settlement and the Landscapes Review.

The recommendation, as set out in the report, was moved, seconded put to the vote and carried.

**RESOLVED:**

- 1. That £275k of the Covid Reserve is to be re-allocated to the Restructuring Reserve as approved at the Authority meeting on 4 September 2020.**
- 2. That £130k of the Covid Reserve be re-allocated to the General Reserve to return the balance to a minimum of £350k.**

**84/21 PEAK DISTRICT NATIONAL PARK FOUNDATION GRANT AGREEMENT AND MOU 1 YEAR EXTENSION (SS)**

Cllr A McCloy, Cllr C McLaren and Mr Z Hamid left the meeting during discussion of this item due to a prejudicial interest as Trustees of the Foundation.

The Deputy Chair, Mr Berresford, took the Chair.

The report seeks approval to continue the partnership with the Peak District National Park Foundation, extending the grant agreement and memorandum of understanding (MOU) between the Peak District National Park Authority and the Peak District National Park Foundation for a further year.

The Fundraising Development Manager introduced the report which sought approval to continue support for the Foundation at the same level (£58,700) for the financial year 2022/23 covered by the existing fundraising budget in appendix 1 of the report. This was made up of £45,000 of staff time in kind and £13,700 cash contribution available in a PDNPA cost centre. It was anticipated that a further report would be made within 12 months' time seeking a longer-term partnership with the Foundation for the benefit of the

Peak District National Park. This would allow time for development work to take place on the fundraising strategy and culture, embedding the Foundation as the fundraising vehicle to develop support for the National Park Management Plan outcomes and consider the resources required to do this.

Cllr A Gregory declared an interest in the item as he had been appointed as a reserve trustee by the Authority.

In response to Members' queries the Chief Executive stated that over the next 6 months Officers would be reviewing the whole level of support from the Authority to the Foundation including looking at the whole fundraising strategy and how the Foundation fits into this, so it was recommended to approve for only one year extension at present.

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

**RESOLVED:**

- 1. To approve a one-year extension to the grant agreement and Memorandum of Understanding to March 2023, providing staff resources to manage and develop the charity, embedding the Foundation across the Authority to support Management Plan outcomes.**
- 2. To note the fundraising strategy development and the key role of the Foundation as the brand and vehicle for delivering the strategy.**
- 3. To note the progress of the Peak District National Park Foundation in its first two years.**

*Cllr McCloy, Cllr McLaren and Mr Hamid re-joined the meeting and Cllr McCloy retook the Chair.*

**85/21 ANNUAL REPORT ON MEMBER LEARNING AND DEVELOPMENT (JC/RC)**

The Democratic Services Manager introduced the report which set out the Member Learning and Development Framework and the proposals for the next annual programme of Member learning and development events for January to December 2022.

In response to Members' queries Officers responded as follows:

- There would be more engagement of Members in the development of the Local Plan and there would be a discussion on the Local Plan at the Members' Forum on 26 November 2021. It was also being considered how best to share the minutes of the Local Plan Steering Group with all Members.
- The ELMS learning system had been launched with Members and all Members were encouraged to complete the Equality and Diversity training module as this would also help ensure the system worked for them.
- Members were encouraged to have a personal development plan and as they are individual and personal they will highlight different issues and learning opportunities for different Members. It was agreed that the Chair would look at the current personal development plan process with the Member Champion for Learning and Development.

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

**RESOLVED:**

- 1. To agree the Member Learning and Development Framework (Appendix 1 of the report) and the events programme for January to December 2022 as set out in Appendix 2 of the report.**
- 2. To continue to record Member learning and development activities in terms of hours and include personal learning and development by Members outside of events organised by the Authority, with the target of 20 hours per Member in every 12 months.**

**86/21 2021/22 QUARTER 2 CORPORATE PERFORMANCE REPORT (A91941/HW)**

As the Head of Information and Performance Management was unable to attend the meeting the Chief Executive introduced the report. The report provided Members with monitoring information for the end of Quarter 2 2021/22 (July to September 2020) to review performance against the third year of the Authority's 2019-24 Corporate Strategy. The next report would be made at the end of Quarter 4.

Members' comments and concerns regarding KPI 2b were noted and it was also noted that National Park Management Plan & Corporate Strategy Working Group were looking at simplifying commentary in the next Corporate Strategy.

The Chair thanked Miss Slack and Ms Witter for their input into the Equality, Diversity and Inclusion Working Group, it was much appreciated.

It was noted that the Asset Management Plan was to be aligned with the timescale for the Medium Term Financial Plan so further action would be in the next financial year – 2022/23.

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

Cllr Hart and Professor Haddock-Fraser left the meeting during consideration of this matter and on their return did not take part in the discussion or voting.

**RESOLVED:**

- 1. To review the Quarter 2 performance report, given in Appendix 1 of the report, and any actions to address issues agreed.**
- 2. To review the Quarter 2 corporate risk register given in Appendix 2 of the report and the status of risks accepted.**
- 3. To note the status of complaints, Freedom of Information and Environmental Information Regulations requests, given in Appendix 3 of the report.**



**87/21 EXEMPT INFORMATION S100(A) LOCAL GOVERNMENT ACT 1972**

**RESOLVED:**

**That the public be excluded from the meeting during consideration of agenda item 18 to avoid the disclosure of Exempt Information under S100 (A) (4) Local Government Act 1972, Schedule 12A, paragraph 3 'information relating to the financial or business affairs of any particular person (including the Authority holding that information).**

**88/21 EXEMPT MINUTES OF THE MEETING HELD ON 3RD SEPTEMBER 2021**

The exempt minutes of the meeting held on 3 September 2021 were approved as a correct record.

The meeting ended at 12.45pm.