

**.Minutes of the MEETING of The ANNUAL MEEETING of TIBSHELF PARISH COUNCIL  
held in The Parish Meeting Room, Tibshelf Village Hall, 110 High Street, Tibshelf.  
DE55 5NU on Tuesday 19<sup>th</sup>May 2015 at 7.10pm**

---

**Present:**

Cllrs: A Beckett, I Brentnall, S Coupe, S.A. Elks, G Foley, R. Heffer, D Rutland, K Salt, P. Trevelyan, W. Vardy, R. Vaughan.

**In attendance:**

County Cllr C. Moesby, PC L Evans, 1 member of the public, Mrs. R. Price, Parish Clerk, Mrs J Simpson Assistant Parish Clerk

**NON EXEMPT ITEMS**

**0515/1479 Election of Chairman for 2015/16**

It was Proposed by Cllr R Heffer Seconded by Councillor K Salt and RESOLVED that Councillor A Beckett be elected Chairman of Tibshelf Parish Council for the ensuing year 2015/16.

**0515/1480 Acceptance of Office – Chairman**

Cllr. Beckett took the Declaration of Acceptance of Office for Chairman of Tibshelf Parish Council and signed this in the presence of the Proper Officer of the Council.

**0515/1481 Election of Deputy Chairman**

It was Proposed by Councillor Foley, Seconded by Councillor Beckett and Resolved that Councillor R Heffer be elected as Deputy Chairman of Tibshelf Parish Council for the ensuing year 2015/16.

**0515/1482 Acceptance of Office – Deputy Chairman**

Cllr. Heffer took the Declaration of Acceptance of Office for Vice Chairman of Tibshelf Parish Council and signed this in the presence of the Proper Officer of the Council.

**0515/1483 Apologies for Absence**

There were no apologies for absence

**0515/1484 Declarations of Members Interests**

Councillors Beckett and Trevelyan declared an interest in Agenda Item 20 relating to an application for grant aid from Tibshelf Community School Council as they are governors at the school.

**0515/1485 Public Speaking**

**Police:**

- Crime Figures for April 2015 (March figures in brackets):-  
Assaults 4 (2): Criminal Damage 1 (4): Burglary Dwelling 1 (0): Burglary Non-dwelling 1 (0): Drug Offences 0 (1)Thefts 7 (2): Theft of motor vehicle 0(0): Other Offences: 0 (1)Total Crimes 14 (7):  
Nuisance Incidents 6 (11). The report detailed the types of incidents listed.
- One of the assaults had taken place on motorway services, and the other three were domestics.
- Criminal damage was rock through a window on King Street.
- Distraction burglary on Hawthorne Avenue
- Non dwelling was theft of a motorbike on Doe Hill Lane.
- Thefts were from Mansfield Road, motorway services, Tibshelf School demolition site and Shetland Road.

- Nuisance incidents were on Shetland Road, High street and Back Lane
- No police surgeries are currently planned.

PC Evans explained that she was moving from the Tibshelf patch after 7 years and would now be stationed at Bolsover. She thanked the members for their support. The Inspector at Bolsover was in the process of re structuring the Safer Neighbourhood Team but PCSO Paul Brownlee would still be retained in Tibshelf and area.

Members thanked PC Evans for her work in the Parish over the past 7 years and wished her the very best in the future.

#### **County Council:**

Cllr. Moesby attended the meeting and reported that:

High Street was currently being patched over its full length.

He had some grant monies available for local community groups.

He was planning to have regular meetings with the new Inspector – Frank Burns – at Bolsover.

The installation of the new bus shelters on Doe Hill Lane was imminent.

Speed warning signs had been installed around the school site but there had been some problems with them functioning which were currently being addressed.

He was following up the current status of the approved plans to increase the waiting times on High Street from 20 minutes to one hour.

#### **District Council:**

Councillor Heffer reported that he had attended a meeting between the developers of the new site at Overmoor View and Carole Hirst the Arts Officer from Bolsover District Council. Plans were being put in place to utilise the S106 arts money from the development to support the production of a filmed history of Tibshelf. Following a discussion about the Parish Council's plans to extend/refurbish the Village Hall, Keepmoat, the developers, had expressed an interest in working with the Parish Council to develop some draft designs for consideration at no cost. Members were pleased with the proposals and looked forward to receiving some proposals for consideration.

#### **0515/1486 Minutes of the Meeting held on 21<sup>st</sup> April 2015.**

It was proposed by Councillor Heffer, seconded by Councillor Trevelyan and RESOLVED that the Minutes of the Council meeting held on 21<sup>st</sup> April 2015, be approved as an accurate record and were duly signed by the Chairman.

#### **0515/1487 Appointment of Committees 2015/2016**

It was proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that the membership of all Committees be approved as set out in the appendix to these minutes.

#### **0515/1488 Calendar of Committee Meetings 2015/2016**

Members discussed the Calendar and it was proposed by Councillor Heffer, Seconded by Councillor Vardy and resolved that the calendar of committee meetings as appended to these minutes be approved.

#### **0515/1489 Calendar of Council Meetings 2015/16**

It was proposed by Cllr. Heffer, seconded by Cllr. Vardy and RESOLVED that the dates for Council meetings for the coming year be held as set out on the Calendar of Meetings appended to the minutes.

#### **0515/1490 Local Code of Conduct**

It was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that the Tibshelf Parish Council Code of Conduct, as appended to these Minutes, be approved and adopted and that all Members sign and retain a copy.

### **0515/1491 Standing Orders and Financial Regulations – Tibshelf Parish Council**

The Clerk provided a draft copy of the Standing Orders and Financial Regulations based on national models approved by the Association of Local Councils. It was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that the Standing Orders and Financial Regulations as appended to these Minutes be approved and adopted.

### **0515/1492 Chairman's Announcements**

The Chairman reported:

- (a) A response had been received from the Superintendent of 'C' Division, to the letter which the Parish Council had sent regarding alleged proposals to change the policing in Tibshelf. The letter stated that police personnel would be changing in the area but that there were no plans to withdraw either PCSO or PC cover. He suggested that Inspector Frank Burns be invited to a future meeting of the Parish Council to explain the proposals in more detail. It was Proposed by Councillor Heffer, Seconded by Councillor Trevelyan and Resolved that Inspector Burns be invited to the June meeting.
  
- (b) A quotation had been received from L B & J Mather for the installation of a seat in the shelter at St Thomas Close, as previously approved by Council. It was Proposed by Councillor Vardy, Seconded by Councillor Beckett and Resolved that the quotation in the sum of £340.00 be approved and accepted.

### **0515/1493 Village Hall Financial Report**

It was proposed by Cllr. Vardy seconded by Cllr. Heffer and RESOLVED that the following Village Hall Financial Report be approved:

**ClearFirst Services Ltd** Chq No 589      £276.00  
Clearing of External drain blockage  
and CCTV Camera Survey of on site  
Drainage system.

**Severn Trent Water** Chq No 590      £257.66  
Half Year Water Bill

**Phil Cotterill** Chq No 591      £870.36  
Building of Stud Wall, replace  
Kickboards in Kitchen and Service  
Boiler and Cooker.

### **Financial Report as at 30<sup>th</sup> April 2015.**

Current Account Balance £5273.12  
Reserve Account Balance £2785.56.

### **0515/1494 Reform of Landfill Communities Fund - Consultation**

The Clerk reported receipt of a consultation document from HMRC concerning the future of the Landfill Communities Fund. The proposals were to either reform the LCF to speed up the flow of money to community groups or to close the LCF with the funds re-allocated to other government bodies. It was Proposed by Councillor Heffer, Seconded by Councillor Beckett and Resolved that the Parish Council support the proposal to reform, not close, the LCF as the Parish had benefitted considerably from the support of this funding at both the pavilion and the village hall.

### **0515/1495 Quotations for Insurance Cover 2015/2016 – 2017/2018**

It was Proposed by Councillor Heffer, Seconded by Councillor Trevelyan and Resolved that following consideration of three quotes from Aon, Came & Company & Zurich, Zurich's quotation be accepted subject to the Clerk clarifying that both the Parish Council and the Village Hall Management Committee would be properly covered within the policy.

### **0515/1496 Proposed Village Hall Extension Project**

Reference was made to the discussion earlier in the meeting about Keepmoat's offer regarding draft designs. A further report would be brought to a future Parish Council meeting with options for discussion.

### **0515/1497 Applications for Funding Support**

The Clerk reported receipt of two applications for funding support.

1. 3<sup>rd</sup> Tibshelf Scout and Guide Group had submitted an application for equipment to enable them to undertake litter picks in the Parish. It was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that equipment be provided up to the value of £200 to assist the scouts to undertake litter picks within the parish.
2. Tibshelf Community School Council had submitted a request for a donation towards the cost of an artist to develop a plastic bottle sculpture, demonstrating the need to recycle. It was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that, on this occasion, the group be advised that the Parish Council were unable to contribute to this project but that the group be assured that the Parish Council will continue to have a commitment to support school/community projects whenever possible, as demonstrated by their contributions to projects in the past, such as the Festival of Sport and the Sponsorship of the Artwork in 2013.

### **0515/1498 Planning**

It was Proposed, Seconded and RESOLVED that no objections be made in respect of the applications as detailed on the schedule of planning applications.

### **0515/1499 Derbyshire Association of Local Councils**

Members were informed that DALC were inviting nominations for the Executive Committee for 2015-2019. It was noted that the following circulars have been received:-

11/15	<ul style="list-style-type: none"><li>• Parish and Town Councils which are inquorate</li><li>• CiLCA 2015 and CPD Points</li><li>• The General Power of Competence</li><li>• Connecting Derbyshire</li><li>• Training</li></ul>
12/15	<ul style="list-style-type: none"><li>• DALC executive committee</li></ul>
13/15	<ul style="list-style-type: none"><li>• Good Councillor Guide – Addendum</li><li>• New Documents – Finance and Audit section of DALC website</li><li>• Governance and Accountability</li><li>• Connecting Derbyshire – Consultation</li><li>• Derbyshire Dales CVS – Funding Talk</li><li>• Clerk/RFO Vacancy – Holbrook Parish Council</li></ul>

### **0515/1500 Parish Clerks Report.**

#### **a. Accounts for Payment**

It was PROPOSED by Councillor Heffer, SECONDED by Councillor Vardy and RESOLVED that the following accounts for payment be approved:-

Date	CQ No:	Payee	Description	Amount
			<b>Total Salaries</b>	<b>£4663.02</b>
22 <sup>nd</sup> April	4567	Blackwell & District Athletics Club	Grant	£250.00
19 <sup>th</sup> May	4568	PMC Polythene Ltd	Dog Foul Bags	£270.00
19 <sup>th</sup> May	4569	Staples UK Ltd	Office Stationary	£72.99
19 <sup>th</sup> May	4570	AML (Midlands) Ltd	Broadband and Data Storage April and May	£79.20
19 <sup>th</sup> May	4571	Biffa	Rental + 5 lifts	£203.54
19 <sup>th</sup> May	4572	HMRC	PAYE & NI	£794.42
19 <sup>th</sup> May	4573	DCC LGPS	DCC Pension	£723.45
19 <sup>th</sup> May	4574	LB & J Mather Ltd	Modifications to Flag Pole	£668.11
19 <sup>th</sup> May	4575	Bolsover District Council	Dog Bin Emptying	£251.94
19 <sup>th</sup> May	DD	Talk Talk	Monthly Bill – May	£30.20
19 <sup>th</sup> May	4576	Severn Trent Water	Cemetery Bill	£90.97
19 <sup>th</sup> May	4577	Severn Trent Water	Pavillion Bill	£81.13
19 <sup>th</sup> May	4578	Clarkes Cemetery Services	Borders and Verges	£390.00
			Gardening Services	£60.00
			Sportsground & Car track Grass Cutting	£400.00
			Cemetery grounds	£230.00
			Village Hall	£30.00
19 <sup>th</sup> May	D/D	British Gas	Electricity Parish Clock	£23.64
19 <sup>th</sup> May	D/D	Natwest	Autopay Transaction Fee	£4.00
			<b>TOTAL</b>	<b>£9316.61</b>

(b) **Financial Report – May 2015**

The Bank Balances at 30 <sup>th</sup> April 2015 stood at:-	
Current Account	£ 4000.00
Reserve Account	<u>£186764.69</u>
Total	<u>£190764.69</u>

(c) **Staffing Report**

The Clerk submitted a report setting out details of staff holidays, sickness and toil taken during the months of February, March and April 2015 and holidays booked, sickness and office closures for March, April, May and June 2015

The meeting closed at 8.45p.m.

Chairman.....

Date.....

**TIBSHELF PARISH COUNCIL  
SUB-COMMITTEE STRUCTURE 2015/2016.**

<b>Councillor</b>	<b>Village Hall Management</b>	<b>Amenities &amp; Environment</b>	<b>Personnel</b>	<b>Audit</b>
A. E. Beckett (Chair)	X (ex officio)	X (ex officio)	X (ex officio)	X (ex officio)
I J Brentnall		X		
S J Coupe	X	X	X	X
S. A. Elks				
G. M. Foley				
R. A. Heffer (VC)	X (ex officio)	X (ex officio)	X (ex officio)	X (ex officio)
D E Rutland	X	X	X	
K Salt	X	X	X	
P.J. Trevelyan	X	X	X	
W. Vardy	X	X	X	X
R. Vaughan				X
<b>Appointee – Outside bodies invited to nominate representatives</b>	All Regular Users	Regular Users		
Current representation		Allotment Society Football Club		
<b>Councillor membership</b>	7	8	7	5

**TIBSHELF PARISH COUNCIL**  
**COMMITTEE MEETINGS 2015/2016**

<p style="text-align: center;"><b>PERSONNEL</b></p> <p style="text-align: center;"><i>At 7.00pm</i></p>	<p style="text-align: center;"><b>VILLAGE HALL</b></p> <p style="text-align: center;"><i>Quarterly at 6.45pm</i></p>	<p style="text-align: center;"><b>AMENITIES/ ENVIRONMENT</b></p> <p style="text-align: center;"><i>Quarterly at 7.45pm</i></p>	<p style="text-align: center;"><b>AUDIT</b></p> <p style="text-align: center;">Ad Hoc</p>
<p style="text-align: center;">21<sup>st</sup> July 2015 Prior to Parish Council meeting</p> <p style="text-align: center;">Ad hoc as required.</p>	<p style="text-align: center;">23<sup>rd</sup> June 2015</p> <p style="text-align: center;">29<sup>th</sup> September 2015</p> <p style="text-align: center;">12<sup>th</sup> January 2016</p> <p style="text-align: center;">5<sup>th</sup> April 2016</p>	<p style="text-align: center;">23<sup>rd</sup> June 2015</p> <p style="text-align: center;">29<sup>th</sup> September 2015</p> <p style="text-align: center;">12<sup>th</sup> January 2016</p> <p style="text-align: center;">5<sup>th</sup> April 2016</p>	<p style="text-align: center;">19<sup>th</sup> January 2016 (budget &amp; precept setting) Prior to Council meeting</p> <p style="text-align: center;">Ad hoc as required</p>



## CALENDAR OF MEETINGS

2015/2016

---

Tibshelf Parish Council usually meets on the third Tuesday of every month, with the exception of August, and the dates for 2015/2016 are detailed below. Any changes to these dates or extra meetings will be notified in advance in accordance with the Local Government Act on the Council notice boards and Website.

Unless otherwise specified the meetings will take place in the Parish Meeting Room, The Village Hall, 110 High Street, Tibshelf, DE55 5NU at 7.00pm

16<sup>th</sup> June 2015

21<sup>st</sup> July 2015

15<sup>th</sup> September 2015

20<sup>th</sup> October 2015

17<sup>th</sup> November 2015

15<sup>th</sup> December 2015

19<sup>th</sup> January 2016

16<sup>th</sup> February 2016

15<sup>th</sup> March 2016

19<sup>th</sup> April 2016

Annual Parish Meeting – 17<sup>th</sup> May 2016 at 7.00pm

Annual Meeting of Tibshelf Parish Council – 17<sup>th</sup> May 2016 at the rising of the Parish Meeting or 7.30pm whichever is the earlier.