

**.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 9th May 2017 at 7.10pm**

Present:

Cllrs: A Beckett, M Coupe, S.A. Ellks, G Foley, R. Heffer, D Rutland, K Salt MBE, P. Trevelyan, W. Vardy, R. Vaughan.

In attendance:

Mrs. R. Price, Parish Clerk

NON EXEMPT ITEMS

0517/1811 Election of Chairman for 2017/18

It was Proposed by Cllr K. Salt Seconded by Councillor R. Heffer and RESOLVED that Councillor A Beckett be elected Chairman of Tibshelf Parish Council for the ensuing year 2017/18.

0517/1812 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.

0517/1813 Election of Deputy Chairman

It was Proposed by Councillor Salt, Seconded by Councillor Foley and Resolved that Councillor R Heffer be elected as Deputy Chairman of Tibshelf Parish Council for the ensuing year 2017/18.

0517/1814 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.

0517/1815 Apologies for Absence

Apologies for absence were received from Councillor I Brentnall and Councillor C Moesby (DCC)

0517/1816 Declarations of Members Interests

Councillors Beckett and Trevelyan declared an interest in Agenda Item 21 relating to a planning application for Tibshelf Community School as they were governors.

0517/1817 Public Speaking

Members of the Public

There were no members of the public present

Police:

The Police were not present.

County Council:

Cllr. Moesby had sent his apologies

District Council:

There were no District Council matters to report

0517/1818 Minutes of the Meeting held on 11th April 2017.

It was proposed by Councillor Trevelyan, seconded by Councillor Coupe and RESOLVED that the Minutes of the Council meeting held on 11th April 2017, be approved as an accurate record and were duly signed by the Chairman.

0517/1819 Appointment of Committees 2017/2018

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

0517/1820 Calendar of Committee Meetings 2017/2018

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

05171821 Calendar of Council Meetings 2017/18

It was proposed by Cllr. Heffer, seconded by Cllr. Beckett 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.

0517/1822 Chairman's Announcements

The Chairman reported:

- Receipt of a thank you letter from Derbyshire Children's Holiday Centre
- That arrangements be made to hold the Christmas Lights Working Party on 13th June at 6:30 p.m. prior to the Amenities Committee at 7:00 p.m and the Village Hall Committee at 7:30 p.m.

0517/1823 Audit Committee 3rd May 2017

It was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that the following recommendations of the Audit Committee held on 3rd May 2017 be Resolved:

- That the Annual Return of Accounts, including the Accounting Statement and the Annual Governance Statement, for year ended 31 March 2017 be confirmed and certified and that the accounting statements presented fairly the financial position of the Council and its income and expenditure and that the Annual Return be signed by the Chairman.
- That the Financial Risk Assessment and Risk Analysis for 2017/18 be approved

0517/1824 Village Hall Financial Report

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

Roger Cook	Chq No 650	£258.00
Replacement of Fire Alarm Panel		
Delta Cleaning Services Ltd	Chq No 651	£160.69
Cleaning Products		
Phil Cotterill	Chq No 652	£25.00
Repair to toilet		

Final approval of Quotations for Internal CCTV Hardware and Cameras and Additional external Camera at the rear of the Hall.

External Camera at rear	£135.00
One new DVR Recorder with voice and video	
One camera in the foyer with microphone connections and cables	£760.00
One additional camera for internal corridor	£145.00
Total	£1,040.00

Financial Report as at 30th April 2017.

Current Account Balance £11,599.87

Reserve Account Balance £7,788.07

0517/1825 General Power of Competence

In accordance with the requirements of the legislation, and with confirmation that all criteria were still met, it was Proposed by Councillor Beckett, Seconded by Councillor Heffer and Resolved that Tibshelf Parish Council continue to adopt the General Power of Competence.

0517/1826 Local Government Boundary Commission – Electoral Review of Bolsover: Draft Recommendations

Members considered the consultation document on the draft recommendations of the Local Government Boundary Commission for new electoral arrangements for Bolsover District Council. Following discussions on the proposals it was Proposed by Councillor K Salt, Seconded by Councillor R Heffer and Resolved to:

- Clarify that the proposals identify that the boundary of the proposed ward of Tibshelf align with the Tibshelf Parish boundary
- If the proposed ward of Ault Hucknall extended over the boundaries of Tibshelf Parish, to submit recommendations that the Tibshelf parish boundary remains as status quo and no part of the parish be included in the ward of Ault Hucknall
- To submit recommendations to the Boundary Commission that the status quo – i.e the parishes of Ault Hucknall and Tibshelf remain in a single ward with representation by 3 councillors.

0517/1827 Employer LGPS Discretionary Policies

It was Proposed by Councillor Heffer, Seconded by Councillor Salt and Resolved that the Employer LGPS Discretionary Policy, circulated to members, which reflected the DCC policy, be approved and confirmed.

0517/1828 Bus Shelters

Members considered the considerable damage which had occurred to five of the Parish Council bus shelters over the past few weeks. One of the shelters on High Street had already been repaired. Four further shelters at Doe Hill Lane (opposite Tibshelf Community School), Doe Hill Lane (opposite Spa Croft) Mansfield Road (Victoria Terrace) and Newton Road (Junction with St Thomas Close) still required repair. Whilst consideration had been given to clearing the shelters of all glass and leaving the frames only, for the time being, advice had been received that this would de stabilise the shelters.

The Clerk provided estimates from two companies to replace glass with vandal proofed material. The GRP material supplied and fitted by Shelter Maintenance was an approved product and used nationwide.

It was Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved

- that the quotes from Shelter Maintenance be accepted and that arrangements be made for each shelter to have all glass completely replaced with vandal proofed material.
- That the Parish Council's Insurer's be approached to determine the most efficient method of financing the repairs.
- That an article be placed in the Parish Newsletter and on the Parish Council's facebook page to advertise the incidents and to offer a reward of £200 to anyone who can offer any information that will lead to a conviction.

0517/1829 Applications for Funding Support

There were no applications for funding support

0517/1830 Planning

It was Proposed, Seconded and Resolved that no comments be submitted in respect of the applications on the distributed list, except in relation to Application 17/00212/FUL, which Councillor Coupe was asked to check the details on the website and if any issues arose to inform members prior to submission to BDC.

0517/1831 Derbyshire Association of Local Councils

It was noted that the following circular had been received:-

6/17	<ul style="list-style-type: none"> • General Circular • Devolution of Services to Parishes: What you need to consider • General Election and Purdah • Commission on the Future of Localism • Neighbourhood Plan Examiners set for new Guidance • Village of the Year 2017 • Consultation on Park Runs
------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

0517/1832 Parish Clerks Report.**a. Accounts for Payment**

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

Date	CQ No:	Payee	Description	Amount
			Total Salaries	£4888.06
9 th May	4967	Tibshelf Village Hall	Grant for free use of Hall	£40.00
9 th May	DD	British Gas	Electricity to the Parish Clock	£123.51
9 th May	4968	AML Midlands Ltd	Broadband & Data storage	£39.60
			AVG Cloudcare	£11.60
9 th May	4969	Sage UK Limited	Sage 50 Accounts Essentials	£403.20
9 th May	4970	Bolsover District Council	Dog Bin Emptying – Jan – Mar 17	£258.24
9 th May	4971	Shelter Maintenance Ltd	Replacement Panel in GRP – Bus Shelter on High Street	£366.00
9 th May	4972	Total Workwear	Staff Uniform – Rangers	£47.20
9 th May	4973	Staples	Stationery	£50.53
9 th May	4974	HMRC	PAYE & NI	£848.71
9 th May	4975	DCC LGPS	Pension	£773.42
9 th May	4976	Biffa	Waste collection	£200.60
9 th May	DD	Talk Talk	Office Telephone Bill	£40.57
9 th May	4977	cancelled		
9 th May	4978	Clarkes Cemetery Services	Gardening Services	£65.00
9 th May			Grass and verge cutting	£1230.00
			Total	£9386.24

(b) Financial Report –

The Bank Balances at 30th April 2017 stood at:-

Current Account	£ 4000.00
Reserve Account	<u>£109260.57</u>
Total	<u>£113260.57</u>

(c) Staffing Report

The Clerk submitted a report setting out details of staff toil during the months of December 2016, January, February, March and April 2017 and holidays booked, sickness and office closures for February, March, April, May and June 2017

The meeting closed at 8:15 p.m.

Chairman.....

Date.....

TIBSHELF PARISH COUNCIL
SUB-COMMITTEE STRUCTURE 2017/18

Councillor	Village Hall Management	Amenities & Environment	Personnel	Audit
A. E. Beckett (Chair)	X (ex officio)	X	X	X
I J Brentnall		X	X	
M. Coupe	X	X	X	
S. A. Elks	X	X		
G. M. Foley				
R. A. Heffer (Vice Chair)	X	X	X	X
D E Rutland	X	X	X	
K M Salt MBE	X	X	X	
P.J. Trevelyan	X	X	X	X
W. Vardy	X	X	X	X
R. Vaughan	X			X
Appointee – Outside bodies invited to nominate representatives	All Regular Users	Regular Users		
Current representation		Allotment Society Football Club Running Club		
Councillor membership	9	9	8	5

The Chair and Vice Chair of the Council are ex officio members of all Committees and are included in the Councillor membership.

TIBSHELF PARISH COUNCIL
COMMITTEE MEETINGS 2017/2018

PERSONNEL	VILLAGE HALL	AMENITIES/ ENVIRONMENT	AUDIT
<i>Quarterly Prior to Council Mtg</i>	<i>Quarterly Prior to/following Amenities</i>	<i>Quarterly Prior to/following Village Hall</i>	<i>Ad Hoc</i>
18th July 2017	13 th June 2017	13 th June 2017	To be advised
12 th September 2017	3 rd October 2017	3 rd October 2017	
16 th January 2018	23 rd January 2018	23 rd January 2018	
17 th April 2018	10 th April 2018	10 th April 2018	

TIBSHELF PARISH COUNCIL

CALENDAR OF MEETINGS

2017/2018

Tibshelf Parish Council usually meets on the third Tuesday of every month, with the exception of August, and the dates for 2017/2018 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.

20th June 2017

18th July 2017

12th September 2017

17th October 2017

21st November 2017

19th December 2017

16th January 2018

20th February 2018

20th March 2018

17th April 2018

Annual Parish Meeting – 15th May 2018 at 7.00pm

Annual Meeting of Tibshelf Parish Council – 15th May 2018 at the rising of the Parish Meeting or 7.30pm whichever is the earlier.