

**Minutes of the MEETING of TIBSHELF PARISH COUNCIL**  
**held in The Parish Meeting Room, Tibshelf Village Hall, 110 High Street, Tibshelf. DE55**  
**5NU on Tuesday 16<sup>th</sup> September 2014 at 7.00pm**

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**Present:**

Cllrs R A Heffer, A Beckett, A Dunn, S Ellks, D Rutland, P Trevelyan, W Vardy, R. Vaughan.

**In attendance:**

Mrs. R. Price, Parish Clerk, Selina Waltho

**NON EXEMPT ITEMS**

**0914/1364 Apologies for Absence**

An apology for absence was received from Councillor G Foley

**0914/1365 Declarations of Members Interests**

Councillors A Beckett, S Ellks, D Rutland, P Trevelyan and R Vaughan declared an interest in Item 14 on the agenda as they were members of Tibshelf Community Association

**0914/1366 Public Speaking**

The police were not present but submitted a written report

**Police:**

- Crime Figures for August 2014 (July 2014 figures in brackets):-  
Assaults 2 (3): Criminal Damage 2 (2): Burglary Dwelling 1 (2): Burglary Non-dwelling 1 (4): Theft from motor vehicle 6(0): Theft of motor vehicle 0(0): Total Crimes 12(11):  
Nuisance Incidents 8(9). The report detailed the types of incidents listed.  
The assaults occurred on High Street, Derwent Drive and Peveril Road. Criminal damage was on High Street and King Street. Dwelling Breaks were on King Street, Foxpark View and Mansfield Road. Non dwelling breaks were on the allotments, Derwent Drive, Monsal Crescent and High Street. Thefts from motor vehicles were on Church Lane, Back Lane, Shetland Road, Newton Road, High Street and Peveril Road. Nuisance incidents were on West View/Derwent Drive. On the trails, High Street and the Old School site, Back Lane, Chatsworth Street, Tibshelf services.  
The next police surgery was due to be held on Wednesday 8<sup>th</sup> October at St John Baptist Church and before the parish council meeting on 21<sup>st</sup> October.  
Due to an increase in thefts from motor vehicles, extra patrols had been carried out in the village at night. Also there was an increase in calls for anti-social behaviour being committed on the field next to the path that links Derwent Drive/ West View to the school, where youths had been congregating and drinking alcohol. Patrols had been increased in the area and coupled with the hot weather disappearing there had not been any calls for service since early August. Some of the youths making fires on the trails were identified and appropriate action was taken. Finally a successful drugs warrant was carried out to a property in Tibshelf recently.

**County Council:**

Cllr. Moesby attended the meeting. He reported that:

Approval had now been given to build the incinerator plant at Sinfin which would save DCC and Derby City Council over £2million per year.

A report from the Director of Health had identified that poverty was the biggest threat to health and consequently the DCC were targetting resources to address poverty issues in order to make an impact on improving health.

After considerable negotiation DCC had approved an increase in fees to private care homes and to home care agencies.

New members were being recruited to the Access Forum and anyone interested should contact 01629 583302.

Several complaints had been received about parking on West View since the schools had started back and Councillor Moesby was looking at setting up a meeting with the police, and with the headmaster of the school, to see if anything could be done to alleviate the problem.

Students in Derbyshire did well in their A Levels this year and standards overall had improved at Tibshelf since last year, with some performance being above the county average.

DCC were offering a further 11 apprenticeships.

Working families in Derbyshire could get up to 15 hours free child care for 2 year olds if they were also in receipt of benefits.

Applications for secondary school places 2015 opened on 8<sup>th</sup> September and closed on 31<sup>st</sup> October 2014.

Consultation was being carried out - 'have your say' on police services.

A feasibility study has been carried out looking at possibilities for the future development of the school site. Further investigations need to be made but in the meantime the Library building has been excluded from demolition until the future of the site has been determined.

Councillor Heffer referred to the state of the High Street and the need for major maintenance.

Councillor Moesby confirmed that the High Street had been included in the Capital Programme for 2015/2016.

#### **District Council:**

There were no items to report.

#### **0914/1367 Minutes of the Meeting held on 15<sup>th</sup> July 2014**

It was proposed by Councillor Heffer, seconded by Councillor Beckett and RESOLVED that the Minutes of the Parish Council meeting held on 15<sup>th</sup> July 2014, be approved as an accurate record and were duly signed by the Chairman.

#### **0914/1368 Chairman's Announcements**

The Chairman reported :

- a) The flagpole had been ordered and was due to arrive this week. He was following up confirmation from SAPA that there was to be no charge.
- b) A thank you letter had been received from St John the Baptist Church for the grant towards the Flower Festival.
- c) The BDC's Chairmans Charity Brass Band Concert would be held on 10<sup>th</sup> October 2014 in the Auditorium, Sports Direct, Shirebrook and tickets were £5.00 each.
- d) DCC had notified that maintenance work would be carried out to the existing footway between Morton and Tibshelf for 4 weeks commencing 15<sup>th</sup> September.
- e) An e mail from DCC advising that the bus stop, situated outside the proposed site for the new Coop, would need to be moved. The contractors would be responsible for the cost of resiting the bus stop and had suggested that the existing bus shelter be moved. DCC had specified that the site could be moved but that a new shelter was needed as the existing shelter was not fit for purpose. As the shelter belonged to the Parish Council, DCC were seeking their views. It was Proposed, Seconded and Resolved that the Parish Council agree with the views of DCC and that the contractors be required to replace the bus shelter.
- f) The Clerk had provided details of speed restriction stickers which could be fastened to the side of dustbins providing quite a strong message to drivers to keep their speed down. It was agreed that an item be placed in the Newsletter to see if there was any interest and, if so, that a stock of 500 be purchased to be handed free of charge to residents on High Street.

### **0914/1369 Village Hall Management Committee 9<sup>th</sup> September 2014**

It was PROPOSED by Councillor Heffer, SECONDED by Councillor Beckett and RESOLVED that:

The minutes of the meeting held on 9<sup>th</sup> Sep 2014 be accepted and approved and that the following recommendations be resolved:

That the quotation by Phil Cotterill to fit new controllers to the seven remaining Radiators at a cost of £773.92 be accepted.

That all the Cupboard and Draw fronts in the Kitchen are replaced and an accurate quotation be sought and brought to full Council for approval.

Councillor Vardy advised members that interviews had been held for the vacancy of Cleaner. Three candidates had been interviewed and it had been agreed to offer the post to J Dye.

### **0914/1370 Village Hall Financial Report**

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

#### **August & September 2014**

Initial Washroom Supplies Chq No 558      £93.85 issued 23.8.2014  
Jumbo Toilet Rolls – 3 Boxes.

Hi-Tech Fire Engineering Ltd Chq No 559      £90.00 issued 23.8.2014  
Call out and replace Fire Alarm  
Control Panel battery.

Phil Cotterill Chq No 560      £1528.00 issued 23.8.2014  
4 room stats, worktops sink and taps  
to kitchen, fingersafe guards to 7 doors,  
new taps for disabled toilet.  
Plus various general repairs.

Phil Cotterill Chq No 561      £121.20  
Repairs to Leak in Gents Toilets  
Rehanging of Doors following fitting of new  
Flooring.

T Nutt & Sons Ltd Chq No 562      £1773.60  
Supply and Fitting of new flooring to  
Kitchen, Toilets, Lobby and Passageway.  
£1478.00 to be reclaimed from Funders – Viridor.

Mrs H J Simpson Chq No 563      £100.00  
Petty Cash Float

#### **Financial Report as at 9<sup>th</sup> September 2014.**

Current Account Balance    £4744.89  
Reserve Account Balance   £2784.40  
Total Cash at Bank        £7641.29.

#### **0914/1371 Application for Parish Council Vacancy**

The Clerk reported that she had received a request from Ms K Salt to be considered for the vacancy for a parish councillor. It was agreed that Ms Salt be invited to present her application to the parish council prior to the next meeting of the Parish Council on Tuesday 21<sup>st</sup> October 2014.

#### **0914/1372 Replacement part for Shetland Road Play Area Equipment**

The Clerk reported that, following the annual inspection of playground equipment, it had been identified that a piece of equipment at Shetland Road required a part replacement. It was estimated that the cost of the replacement would be in the region of £1200. It was Proposed by Councillor Beckett, Seconded by Councillor Heffer and Resolved that the required work be commissioned.

#### **0914/1373 Openness of Local Government Bodies Regulations 2014**

The Clerk circulated details of the above regulations relating to the rights of the public to record public meetings and the requirement to record and publish certain decisions made by officers and individual members which materially affected the parish council's financial position. The Clerk reminded Members that any decisions made outside of the Parish Council meeting were always reported to and ratified by subsequent council meetings and published in the minutes.

#### **0914/1374 Parish Clock**

The Clerk reported that she had received copy of a letter which had been sent to the Church from Time Assured recommending that work be carried out to prevent birds getting in to the clock tower and damaging the clock workings. She had spoken to the Churchwarden who had confirmed that they had carried out work to prevent birds accessing the tower.

#### **0914/1375 Community Buildings in Tibshelf**

There was nothing further to report other than the information that had been provided by Councillor Moesby earlier in the meeting.

#### **0914/1376 Motorway Scheme Junction 28-31**

The Clerk reported receipt of a letter from Highways Agency detailing presentations which would be taking place on the schemes to convert the hard shoulder to a permanent running lane between Junctions 28-31.

#### **0914/1377 Application for Funding Support**

One application for funding had been received:

Applicant	Purpose of Grant	Decision
Tibshelf Community Association.	£4000 for the provision of fireworks for the Annual Fireworks Event.	Proposed by Councillor W Vardy, Seconded by Councillor A Dunn that a grant of £4000 be made.

#### **0914/1377 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.

**0914/1378 Derbyshire Association of Local Councils**

It was RESOLVED to note that the following circulars had been received:-

17/14	Parliament approves Openness of Local Government Bodies Regulations 2014 NALC wants clear audit direction Taking a parish pulse test on Community Rights 'Your community needs you' cries national parish body SLCC Derbyshire Branch Ockbrook & Borrowash Parish Council - Vacancy
18/14	Covering the Basics of Employment Councillor Induction Training Course Clerk Induction Training Digital By Default – How Local Councils Can Be More Effective On Line Financial Regulations Training Chair Skills Certificate in Local Council Administration
19/14	New DALC Website Recording of Parish and Town Council Meetings – New Law Now Live Community Transport Code of Conduct Training Appointment of Clerk/Responsible Financial Officer – Tideswell Parish Council Leicestershire & Rutland ALC Training Opportunities

**0914/1379 Parish Clerks Report.**

It was Proposed by Councillor Beckett, Seconded by Councillor Vardy and Resolved that the Clerk's report be received and the following payments be made:

**Tibshelf Parish Council - Clerk's Report – 16<sup>th</sup> September 2014**

**The following accounts were paid from 15<sup>th</sup> July – 15<sup>th</sup> August 2014.**

Date	CQ No:	Payee	Description	Amount
15 <sup>th</sup> August	Autopay	T Redman	Salary – August	£185.43
15 <sup>th</sup> August	Autopay	A M Clark	Salary – August	£894.45
15 <sup>th</sup> August	Autopay	J Bush	Salary – August	£140.60
15 <sup>th</sup> August	Autopay	H J Simpson	Salary – August	£868.94
15 <sup>th</sup> August	Autopay	D Robinson	Salary – August	£894.25
15 <sup>th</sup> August	Autopay	E Seward	Salary – August	£194.63
15 <sup>th</sup> August	Autopay	E R Price	Salary – August	£1017.25
15 <sup>th</sup> August	Autopay	K M Wood	Salary – August	£190.75
			<b>Total Salaries</b>	<b>£4386.30</b>
17 <sup>th</sup> July	4410	Tibshelf Community FC	Grant	£250.00
15 <sup>th</sup> August	4411	Grant Thornton	Fee for 2014 Annual Return	£480.00
15 <sup>th</sup> August	4412	HMRC	PAYE & NI	£808.43

15 <sup>th</sup> August	4413	DCC LGPS	Pension	£700.79
15 <sup>th</sup> August	4414	AML	Offsite data storage & Broadband	£39.60
15 <sup>th</sup> August	DD	British Gas	Parish Clock	£82.93
15 <sup>th</sup> August	4415	Amberol Limited	Brackets for Hanging Baskets	£504.00
15 <sup>th</sup> August	4416	Biffa Waste Services Ltd	Rental & 5 lifts	£196.14
15 <sup>th</sup> August	4417	Sage (UK) Limited	Renewal of SageCover Extra	£270.00
15 <sup>th</sup> August	4418	Kiwa Ltd	Lamp Post inspection and testing	£894.00
15 <sup>th</sup> August	DD	Talk Talk	Office Telephone Bill	£33.85
15 <sup>th</sup> August	4419	I T McCandless	Grass Cutting on Cricket Field	£144.00
15 <sup>th</sup> August	4420	Your Printer Cartridge Co.	6 x Printer Toner Cartridges	£374.40
15 <sup>th</sup> August	4421	Woolley Moor Nurseries	Hanging Baskets – Installation and maintenance	£9504.00
15 <sup>th</sup> August	4422	Belmont	Strimmer line, Blade, Gloves	£99.22
15 <sup>th</sup> August	4423	Staples	Blue Tack, Paper	£42.01
15 <sup>th</sup> August	4424	Mrs E R Price	Fuel for Truck	£120.00
18 <sup>th</sup> August	4425	Clarkes Cemetery Services	Grass Cutting and Verges	£1045.00
			Gardening Services	£55.00
			<b>Total</b>	<b>£20029.67</b>

**The following accounts for payment from 15<sup>th</sup> August – 16<sup>th</sup> September 2014.**

<b>Date</b>	<b>CQ No:</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
15 <sup>th</sup> Sept	Autopay	T Redman	Salary – September	£185.43
15 <sup>th</sup> Sept	Autopay	A M Clark	Salary – September	£894.25
15 <sup>th</sup> Sept	Autopay	J Bush	Salary – September	£140.60
15 <sup>th</sup> Sept	Autopay	H J Simpson	Salary – September	£868.94
15 <sup>th</sup> Sept	Autopay	D Robinson	Salary – September	£894.25
15 <sup>th</sup> Sept	Autopay	E Seward	Salary – September	£183.27
15 <sup>th</sup> Sept	Autopay	E R Price	Salary – September	£1017.25
15 <sup>th</sup> Sept	Autopay	K M Wood	Salary – September	£194.25
			<b>Total Salaries</b>	<b>£4378.24</b>
16 <sup>th</sup> Sept	4426	The Lock Shop	Spare Pavilion Keys	£72.72
16 <sup>th</sup> Sept	4427	Oilwell Nursery	Geraniums and Daisies Bouquet for Edna Seward	£24.00 £15.00
16 <sup>th</sup> Sept	4428	HMRC	PAYE & NI	£827.03
16 <sup>th</sup> Sept	4429	DCC LGPS	Pension	£722.00
16 <sup>th</sup> Sept	4430	Time Assured Ltd	Annual Service – Parish Clock	£168.00

16 <sup>th</sup> Sept	DD	British Gas	Parish Clock Parish Clock	£68.30 £68.11
16 <sup>th</sup> Sept	DD	EDF Energy	Electricity Bill – Pavillion	£59.00
16 <sup>th</sup> Sept	DD	Talk Talk	Office Telephone Bill	£33.74
16 <sup>th</sup> Sept	4431	Bolsover District Council	Dog Bin Emptying Apr-Jun 14	£100.78
16 <sup>th</sup> Sept	4432	Markovitz Ltd	Concrete, Cement, Ballast	£24.72
16 <sup>th</sup> Sept	4433	Biffa Waste Services Ltd	4 Lifts and Rental	£165.78
16 <sup>th</sup> Sept	4434	AML (Midlands) Ltd	Data Storage and Broadband	£39.60
16 <sup>th</sup> Sept	4435	Clarkes Cemetery Services	Grass Cutting and Verges	£1045.00
			Gardening Services	£55.00
16 <sup>th</sup> Sept	4436	E J Seward	Holiday Pay	£85.30
			<b>Total</b>	<b>£7952.32</b>

(b) **Financial Report – September 2014**

The Bank Balances at 31<sup>st</sup> August 2014 stood at:-

Current Account	£ 4000.00
Reserve Account	<u>£ 129224.86</u>
Total	<u>£ 133224.86</u>

(c) **Staffing Report**

The Clerk submitted a report setting out details of:

- Time off in Lieu (TOIL) accumulated for June, July and August 2014
- Sickness, TOIL, staff holidays and proposed office closures during the months of July, August, September and October 2014.

(d) **Completion of Audit of Accounts 2013/2014**

Notification had been received from Grant Thornton UK LLP that the Annual Audit of Accounts for 2013/2014 had now been completed and the certified Annual Return for the financial year ending 31 March 2014 has been received.

On the basis of their review it was their opinion that the information contained in the annual return was in accordance with the Audit Commission's requirements and no matters had come to their attention giving cause for concern.

Chairman \_\_\_\_\_

Date \_\_\_\_\_