

**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 20<sup>th</sup> November 2018 at 7.00pm**

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**Present:**

Councillors A Beckett, I Brentnall, M Coupe, S Ellks, R Heffer, D A Rutland, K.M Salt MBE, W Vardy and R Vaughan.

**In attendance:**

Mrs. R Price Parish Clerk, 2 members of the public, Councillor D Watson (BDC), PC B Bacon and PCSO D Hancock

**NON-EXEMPT ITEMS**

**1118/2045 Apologies for Absence**

Apologies for absence were received from Councillors G Foley, P Trevelyan and Councillor C Moesby (DCC)

**1118/2046 Declarations of Members Interests**

Councillors Beckett, Ellks and varyd declared an interest in Item 10 on the agenda as they were governors/employees of the School

**1118/2047 Public Speaking**

**Members of the Public:**

A member of the public referred to the fact that there had been no Newsletter since the spring time and they had not known about events taking place in the Parish. The Chair advised that the Newsletter was under review. D Watson asked when she would be receiving a response to the questions she had presented to councillors at their July meeting. The Chair advised that a response would be sent.

**Police:**

The police were in attendance and referred to ongoing problems relating to the flats on High Street. The issues required a long term solution. He confirmed that BDC were not re letting any of the properties until a solution was found to the current problems. Criminal Behaviour Orders were being put in place and one tenant was going to court for criminal damage. D Watson was working with the police and housing in providing a Community Impact Statement. It was recognized that there needed to be a partnership approach to the problem. It was pointed out that the properties had originally been provided as older persons accommodation but that this was no longer the case. Councillor Watson advised that a new housing lettings policy was to be re written specifically for this block. She also reported that she had spoken with the CEO and Leader of BDC asking for a meeting about the flats. She encouraged the Parish Council to submit the complaints that they were experiencing. The Chair referred to BDC's Housing Allocation Policy and explained that this was being breached in that the problems at the flats were not being addressed in accordance with the policy. It was agreed that a strong letter of complaint be submitted to BDC referring to all the issues occurring at the flats and referring to the breach of policy. It was further agreed that a meeting be convened by the Parish Council to include the Police and Crime Commissioner, Community and Safer Neighbourhood Police, Leader of BDC, Councillor Hilary Gilmore - the Portfolio Holder for Housing, Councillor Steven Fritchley – the Portfolio Holder for Regeneration, District and Parish Councillors for Tibshelf and the landlord of the King Edward, who had written to the Parish Council with a complaint on behalf of residents. A Member also referred to associated problems on Lincoln street around the car park.

**County Council:**

Cllr. Moesby submitted his apologies

### **District Council:**

Councillor Watson asked members if they had received the In Touch magazine as there had been reports that some properties were not receiving it. She explained that the Save a Life on line course had been launched in Parliament and handed out information explaining how to access the course.

### **1118/2048 Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2018**

It was Proposed by Councillor Heffer , Seconded by Councillor Coupe and RESOLVED that the Minutes of the Parish Council meeting held on 18<sup>th</sup> September 2018 be approved as an accurate record, The minutes were duly signed by the Chairman.

### **1118/2049 Chair's Announcements**

The Chair informed members that:

1. A Thank you card had been from Tibshelf OAPs, thanking the Parish Council for their grant
2. A National Campaign by DCC Community Safety Team on Child Sexual exploitation – ‘Say Something if you See Something’ – posters had gone on notice boards around the Parish
3. The next Parish and Town Councils Liaison with DCC would be held on 29<sup>th</sup> January 2019
4. Notes of Consultation Meeting on Community Involvement Scheme about working in partnership on highways issues with DCC had been distributed to Members.
5. Derbyshire Voluntary Action were administering the Healthy Bolsover Grants Scheme – Grant funding was available up to £2000 for projects to deliver health improvement
6. HS2 – Councillors Brentnall and Coupe had attended the public information meeting at Newton. The impact on Tibshelf was going to be considerable, particularly with heavy traffic during construction. Doe Hill Lane would be closed for up to 18 months and there would only be one access road into the village – Chesterfield Road – that would not be affected. The land take would involve a third of the country park and it was forecast that around 250 jobs would be lost with the land take at Saw Pit Industrial Estate. A further information meeting was to be held at North Wingfield on 26<sup>th</sup> November. It was agreed that the Engagement Team be contacted to arrange for a meeting early in the new year.
7. A Letter of concern about activities at Flats on High Street had been received from the landlord of the King Edward on behalf of residents. The Chair referred to the discussion with the Police earlier in the meeting and it was Proposed by Councillor Heffer, Seconded by Councillor Coupe and Resolved that the decision to convene a meeting be confirmed, and that a response be sent to the landlord of the King Edward.
8. It was reported that Harry Scott had retired from the Allotment Association and it was agreed that a thank you letter be sent to him for his long and valued service to the Allotments.
9. It was agreed to place an item on a future agenda to discuss the possibility of creating ‘Good Citizen Awards’
10. It was reported that there had been £158.12 profit from the Christmas Fayre on 17<sup>th</sup> November.

### **1118/2050 Village Hall Management Committee – 13<sup>th</sup> November 2018**

It was proposed by Councillor Coupe , seconded by Councillor Heffer and RESOLVED that the minutes of the meeting of the Village Hall Management Committee be approved and that the following Village Hall Financial Report be approved:

### **October 2018**

<b>OCTOBER</b>			
BDC	WASTE DISPOSAL	BACS	£509.08
WORLDPAY	CARD CHARGES	DD	£9.63
1 <sup>ST</sup> CLASS HYGIENE	SANITARY UNIT MAINTENANCE	BACS	£487.80
DELTA CLEANING SERVICES	CLEANING SUPPLIES	BACS	£137.46

Balance at Bank 30<sup>th</sup> September 2018

Current account     £12320.05

Reserve Account    £ 7732.02  
£20052.07

<b>November</b>				
20 <sup>th</sup> November	BACS	1 <sup>ST</sup> Class Hygiene	Sanitary units	£135.60
20 <sup>th</sup> November	BACS	Waterplus	Village hall water charges	£156.12
20 <sup>th</sup> November	BACS	ADS Insurance Brokers	Trustee Insurance Policy	£197.50
20 <sup>th</sup> November	BACS	Initial	Jumbo toilet rolls	£156.41
	<b>TOTAL</b>			<b>£645.63</b>

Balance at Bank 31<sup>st</sup> October 2018

Current Account     £14,032.48

Reserve Account    £ 7,731.72  
£21,764.20

#### **1118/2051 Resources Committee – 13th November 2018**

It was Proposed by Councillor Ellks, Seconded by Councillor Heffer and resolved that the following recommendations of the Resources Committee 13<sup>th</sup> November 2018 be Resolved:

- That the £316 raised through sales of tickets for the Poppy Proms be donated to British Legion
- That BDC be asked whether they would install a dog bin at Sunny Bank and, if not, if the Parish Council determined to install a bin whether BDC had the capacity to empty it on a re chargeable basis.
- That requests for pre-purchased plots in specific areas in the cemetery be considered on an individual basis taking in to account the impact on the cemetery plan.
- That the request from the Tibshelf Football Club to install a trophy cabinet at the pavilion be approved in principle subject to approval of the size and design
- That an Administrative Assistant be appointed working flexibly 6 hours per week and that additional hours could be requested, on limited occasions, in circumstances where additional support was required for a specific purpose and that the decision be reviewed in six months.

#### **1118/2052 Neighbourhood Planning**

The Clerk circulated notes of the last meeting of the Themed Group of the Neighbourhood Plan, held on 6<sup>th</sup> November which had considered Community Facilities and Infrastructure. The Group had discussed the purchase of a mapping solution and it was Proposed by Councillor Coupe, Seconded by Councillor Beckett and Resolved that the recommendation of the Neighbourhood Plan Group to purchase the Blackwell Mapping Solution be approved. The next meeting, which would consider the first draft of the full plan, was due to be held on Tuesday 4<sup>th</sup> December 2018.

**1118/2053 Bolsover District Council Active Communities Programme 2019/2020**

The Clerk reported receipt of a letter from BDC setting out the Bolsover District Council Active Communities Programme service. It was agreed that a meeting be held with Wayne Hatton to discuss options and details of costs to better inform members and to enable them to make a decision about participating in the scheme for 2019/2020

**1118/2054 Applications for Funding Support**

There were two applications for funding support:

IVenture Group Tibshelf Community School	To assist with costs of various fund raising events to9 achieve a target of £10,500	It was Proposed by Councilor Vardy, Seconded by Councillor Coupe and Resolved that a grant of £500 be made
Town End School	To assist towards set up costs for after school club	It was Proposed by Councillor Beckett, Seconded by Councillor Salt and Resolved that a grant of £500 be made.

**1118/2055 Planning**

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

**1118/2056 Derbyshire Association of Local Councils**

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

12/2018	<ul style="list-style-type: none"> <li>• Proposed update to DALC Constitution</li> <li>• Wingerworth Parish Council awarded the Local Council Award Scheme (LCAS) Foundation Certificate</li> <li>• Derbyshire Police - Councils' Evening</li> <li>• Message from the Surveillance Camera Commissioner</li> <li>• Parish Precepts 2018/19 feedback</li> <li>• Interview Skills – Getting the right staff – 7 November 2018</li> <li>• DALC Executive Meeting and Annual General Meeting – 9 October 2018 – Pride Park</li> <li>• Planning/Neighbourhood Planning Training – 6 November 2018</li> <li>• Community Engagement Training – Clerks</li> <li>• Community Engagement Training – Councillors</li> <li>• Training &amp; Events Diary</li> </ul>
13/2018	<ul style="list-style-type: none"> <li>• DALC – Awards for Excellence</li> <li>• Update on the audit and AGAR Forms</li> <li>• Aviva Community Fund</li> <li>• HR advice on supporting employees with mental health problems</li> <li>• Government Investment to overcome barriers to building</li> <li>• Beacon Lighting Safety Guidelines</li> <li>• Dementia Friendly Communities</li> <li>• Arnold-Baker on Local Council Administration 11<sup>th</sup> Edition</li> <li>• Training &amp; Events Diary</li> </ul>

14/2018	<ul style="list-style-type: none"> <li>• DALC Excellence Awards 2018</li> <li>• Government publishes updated model byelaws</li> <li>• External Audit Issues update</li> <li>• HS2 Consultation on 'Working Draft Environmental Statement'</li> <li>• Funding and Grant Bulletin – October 2018</li> <li>• Elections 2019 – date of taking office</li> <li>• Data Protection Fee payments (GDPR)</li> <li>• VAT advice service</li> <li>• Tree Charter</li> </ul>
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### 1118/2057 Parish Clerk's Report

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

Date	CQ No:	Payee	Description	Amount
OCTOBER			<b>Total Salaries</b>	<b>£4235.90</b>
17 <sup>th</sup> October	BACS	HMRC	PAYE & NI	£765.84
17 <sup>th</sup> October	BACS	DCC LGPS	Pension	£566.42
17 <sup>th</sup> October	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
17 <sup>th</sup> October			Data storage and broadband	£39.60
17 <sup>th</sup> October	BACS	Delta Cleaning Services	Cleaning materials pavilion	£91.29
17 <sup>th</sup> October	BACS	E R Price	Fuel Money	£120.00
17 <sup>th</sup> October	BACS	PMC Polythene	Dog Foul Bags	£450.00
17 <sup>th</sup> October	BACS	Biffa Waste	4 lifts and rental	£220.76
17 <sup>th</sup> October	DD	Talk Talk	Telephone October	£43.03
17 <sup>th</sup> October	BACS	Clarkes Cemetery Services	Grass Cutting	£835.00
17 <sup>th</sup> October			Verge Cutting	£395.00
17 <sup>th</sup> October			Gardening Services	£70.00
17 <sup>th</sup> October	DD	British Gas	Electric – parish clock	£108.87
17 <sup>th</sup> October	BACS	Andrew Towleron	Consultancy Support – Neighbourhood Plan	2610.00
17 <sup>th</sup> October	BACS	Phil Cotterill	Replacement water tap at Cemetery	£46.32
17 <sup>th</sup> October	BACS	Bolsover District Council	Trade Refuse - Pavilion	£214.76
17 <sup>th</sup> October	BACS	Jeremy Tipping	Park Warden Duties	£1500.00
17 <sup>th</sup> October	BACS	SLCC & ALCC	Membership Fee	£146.61
17 <sup>th</sup> October	BACS	DVLA	Road Tax – Parish Truck	£140.25
			<b>Total</b>	<b>£12642.90</b>

**(b) Financial Report**The Bank Balances at 30<sup>th</sup> September 2018 stood at: -

Current Account	£ 4,000.00
Reserve Account	<u>£190,823.35</u>
Total	<u>£194,823.35</u>

Date	CQ No:	Payee	Description	Amount
NOVEMBER			<b>Total Salaries</b>	<b>£4271.34</b>
24 <sup>th</sup> September	BACS	BRUNEL ENGINEERING	Tree plaque	£167.40
20 <sup>th</sup> November	BACS	HMRC	PAYE & NI	£765.24
20 <sup>th</sup> November	BACS	DCC LGPS	Pension	£566.42
20 <sup>th</sup> November	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
20 <sup>th</sup> November			Data storage and broadband	£39.60
20 <sup>th</sup> November	BACS	Spire Marketing	High Viz Vests	£47.76
20 <sup>th</sup> November	BACS	Roy Nadin Print	Banner Patches	£48.00
20 <sup>th</sup> November	BACS	Konstmide	3 x light sets	£126.90
20 <sup>th</sup> November	BACS	Biffa Waste	4 lifts and rental	£222.38
20 <sup>th</sup> November	DD	Talk Talk	Telephone November	£42.36
20 <sup>th</sup> November	BACS	Clarkes Cemetery Services	Grass Cutting	£835.00
20 <sup>th</sup> November			Verge Cutting	£395.00
20 <sup>th</sup> November			Gardening Services	£70.00
20 <sup>th</sup> November	DD	British Gas	Electric – parish clock	
20 <sup>th</sup> November	BACS	Mathers	Remove tail lift	£240.00
20 <sup>th</sup> November	BACS	High Street Auto Centre	MOT Test and repairs	£141.50
20 <sup>th</sup> November	BACS	E R Price	Flag Shop - Lest we forget bunting	£13.90
7 <sup>th</sup> November	BACS		B & M – selection boxes	£167.55
12 <sup>th</sup> November	BACS		Books for gifts	£166.32
20 <sup>th</sup> November	BACS	SAGE	Payslips	£43.80
20 <sup>th</sup> November	BACS	Councillor A Beckett	Members Allowances	£339.76
20 <sup>th</sup> November	BACS	Councillor I Brentnall	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor S A Ellks	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor G M Foley	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor R A Heffer	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor D E Rutland	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor K M Salt	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor P J Trevelyan	Members Allowances	£169.89

20 <sup>th</sup> November	BACS	Councillor W Vardy	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Councillor R Vaughan	Members Allowances	£169.89
20 <sup>th</sup> November	BACS	Print & Digital Media	Posters etc Poppy Proms	£240.00
14 <sup>th</sup> November	BACS	Hucknall & Linby Brass	Poppy Proms & Remembrance Parade	£475.00 £350.00
14 <sup>th</sup> November	BACS	Andy Quinn	Poppy Proms	£300.00
20 <sup>th</sup> November	BACS	M Wade	Holiday cover – park warden	£82.50
20 <sup>th</sup> November	BACS	Bolsover District Council	Dog bin emptying	£258.24
20 <sup>th</sup> November	BACS	British Gas	Electric – parish clock	£129.08
20 <sup>th</sup> November	BACS	E R Price	Refund grotto goods	£11.90
			<b>Total</b>	<b>£ 12129.21</b>

**(b) Financial Report**

The Bank Balances at **31<sup>st</sup> October 2018** stood at: -

Current Account	£ 4,368.00
Reserve Account	<u>£179,021.41</u>
Total	<u>£183,389.41</u>

**(c) Share of CTS Grant**

The Clerk reported that she had received the Council Tax Support Grant figure for 2019/2020 and that the support grant had reduced dramatically from £10270 to £4022. This would have to be taken in to account when setting the budget and precept.

**(c) Payments by BACS**

Copies of bank statements detailing BACS payments approved by Council in September and October 2018 were distributed to all members. It was Proposed by Councillor Heffer, Seconded by Councillor Beckett and Resolved that the payments be verified and copies were duly signed by Councillors A Beckett, R Heffer and K Salt.

**(d) Staffing Report**

The Clerk submitted a report setting out details of staff toil during the months of June, July and August, September and October 2018 and holidays booked, sickness and office closures for August, September, October, November, December 2018 and January 2019

The meeting closed at 8:30 p.m.

Chairman.....

Date.....