

**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 15<sup>th</sup> September 2015 at 7.00pm**

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**Present:**

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

**In attendance:**

District Councillor D Watson, PCSO P Brownlee, Selina Waltho Community Organiser, Students of Tibshelf Community School, Trustees of Exercise4All, Members of the public, Mrs. R. Price, Parish Clerk

**NON EXEMPT ITEMS**

**0915/1532 Apologies for Absence**

An apology for absence was received from Councillor C Moesby

**0915/1533 Declarations of Members Interests**

Councillor A Beckett, D Rutland, P Trevelyan and R Vaughan declared an interest in Item 10 on the agenda relating to funding for the fireworks event as they were members of the Tibshelf Community Association.

Councillor K M Salt MBE declared an interest in item 10 on the agenda relating to funding for Exercise4All as she had been a user of the facility before its closure and Item 11 relating to planning as she was a neighbour of one of the applications.

**0915/1534 Public Speaking**

**Police:**

PCSO Brownlee reported that there had been a decision that crime figures would no longer be supplied to Parish Councils and gave details of how the information could be accessed from the Police UK website. He informed members that there had been a noticeable increase in the number of theft from cars both in Tibshelf and the surrounding parishes.

**Members of the Public:**

Members of the Public attended the meeting and raised the following matters:

- Students from Tibshelf Community School attended the meeting to explain the discussions they had been having about setting up a Youth Club in Tibshelf. There had been a considerable amount of support from young people and volunteers had been identified to help supervise a Youth Club. They had been looking at the availability of premises and asked the Parish Council about the possibility of using the pavilion. Members had some concerns that the pavilion room would not be big enough to provide all the facilities a Youth Club may need and suggested approaching the Community school to see if premises could be made available there out of hours. Members expressed their whole hearted support for the proposal to develop a Youth Club and suggested that an application for funding should be submitted to the Parish Council for consideration.
- Trustees of the Exercise4All facility attended the meeting to explain the current status of the facility and the plans for its re-opening. A new Board of Trustees had been established comprising a number of professional people who could bring a variety of skills and experience to the management of the charity. They explained that they had received an incredible amount of support from the community and from the Lottery Fund and had been working hard to establish a position from which they could re-open the facility. There were however some essential works which had to be completed from a health and safety point of view before the facility could be opened

to the public, most notably the installation of an approved fire alarm system. The Trustees were seeking the support of the Parish Council in enabling them to bring the property up to the standard required to open the doors to the public in order to begin generating income and re establishing the customer base. An application for funding support was to be considered later in the meeting.

- Two members raised issues about cars parking on footpaths. The PCSO agreed to provide information about the role of the police in this issue. An issue was also raised about the ongoing problems of inconsiderate parking and obstruction on Raven Avenue.

#### **County Council:**

Cllr. Moesby submitted his apologies.

#### **District Council:**

Councillor Heffer reported that Wes Lumley, the Chief Executive Officer of BDC had now finished and his successor would be in post on 1<sup>st</sup> October 2015.

#### **0915/1535 Minutes of the Meeting held on 21<sup>st</sup> July 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> July 2015, be approved as an accurate record and were duly signed by the Chairman.

#### **0915/1536 Chairman's Announcements**

The Chairman reported:

- She welcomed Mike Coupe to his first meeting. He had been recently returned as Parish Councillor in the recent uncontested election.
- A Thank you letter had been received from Tibshelf Open Gardens Day for the financial help they received towards the event which was very successful and had raised over £3300 which would go towards the continuing work of maintaining and repairing the church building.
- A letter had been received from Derbyshire Law Centre in response to the Parish Council's nomination of Councillor K Salt to their Management Committee. The letter explained that there are currently no places available until the AGM in November, unless cooption criteria was met – which is that co opted places should be offered to women, people from ethnic minorities, lesbians, gay men and disabled people. They suggested that as a parish council we do not meet those criteria. However we have responded that the person nominated would meet some of those criteria and have asked for the decision to be re considered.
- An invite had been received from BDC to attend the Chairman's Charity Brass Band Concert at Auditorium, Sports Direct, Brook Park, Meadow Lane, Shirebrook – 23<sup>rd</sup> October. Tickets £5.00 each
- An invitation had been received for representatives to attend the Bolsover Partnership and Parish Council Liaison Meeting on 21<sup>st</sup> September 1.30 pm at The Arc, High Street, Clowne.
- The Clerk reported that BDC had suspended the Street Sports activities in Tibshelf after 6 weeks as they had not had anyone attending the sessions.

#### **0915/1537 Village Hall Financial Report**

It was proposed by Councillor Heffer, SECONDED by Councillor Vardy and RESOLVED that the following Village Hall Financial Report be approved:

**August & September 2015**

Roger Cook Chq No 597 £258.00  
Lighting Repairs, New Extractor Fan,  
and Alarm Repairs.

**Financial Report as at 31<sup>st</sup> August 2015.**

Current Account Balance £ 8878.75  
Reserve Account Balance £ 2786.02

**0915/1538 Village Hall Extension Project – Working Party**

It was agreed that this item be deferred for consideration to the next meeting of the Parish Council in October.

**0915/1539 Public Rights of Way – DCC Consultation**

The Clerk reported that Derbyshire County Council were undertaking a consultation process on the review of the public rights of way service. Copies of the consultation information were circulated to members. The proposals involved extending the target times to deal with issues of obstruction of public footpaths. The Clerk provided Members with a draft response to the proposals and it was agreed that the objections raised in the paper be submitted in response to the consultation.

**0915/1540 Proposals to Change the Provision of Community Transport Services – DCC Consultation**

The Clerk reported that Derbyshire County Council were undertaking a consultation process on the review of Community Transport Services. The contents were noted.

**0915/1541 Applications for Funding Support**

There were three applications for funding:

| Applicant                     | Reason for funding  | Amount requested                      | Decision   |
|-------------------------------|---|---------------------------------------|--|
| Exercise4All                  | To enable the re-opening of Tibshelf Community Gym asap by completing all necessary works to ensure the premises comply with safety regulations including fire alarms, new doors and kitchen upgrades etc | £6500                                 | <b>Approved:</b> To make a grant of £3250<br>To make a further temporary grant of £3250 to be repayable to the Parish Council after 12 months<br>As a condition of grant to offer a place on the Board of Trustees to a representative of the Parish Council |
| Tibshelf Community Brass Band | To establish a Brass Band in Tibshelf   | Free use of the Pavilion meeting room | <b>Approved:</b> free use of the meeting room to be reviewed after 3 months  |
| Tibshelf Community            | Purchase of fireworks for the Tibshelf Firework Display and   | £4000 + free use of                   | <b>Approved:</b> Grant of £4000 as included in   |

|             |                                       |                  |   |
|-------------|---------------------------------------|------------------|---|
| Association | use of the Village Hall for the event | the Village Hall | the budget for 2015-2016 and free use of the Village Hall |
|-------------|---------------------------------------|------------------|---|

**0915/1542 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 except for the three following applications:

1. Planning Application No: 15/00376/OUT – object on the basis that:

The land on which this development was proposed, was not previously allocated in the Local Plan.

Previous residential applications for this piece of land had been refused as the land was not considered suitable.

The threat this posed to social cohesion as there were 3 large developments planned within the village of Tibshelf.

The obvious pressure this level of development would put on local schools and health provision.

This development would cause highway issues as the access road would exit onto a very narrow lane, and then onto a network of roads on an estate.

Lastly this development would have significant implications for the wildlife in this area, being so close to the Ponds and Five Pits Trail.

2. Planning Application No: 15/00403/FUL – object on the basis that

This proposed development would result in a loss of character to a prominent local building, which is a former Vicarage.

3. Planning Application No: 15/00399/FUL – object on the basis that

Owners of neighbouring properties strongly object to this planned change of use due to concerns for Wildlife in the area.

This application would require adjustments to an overland footpath.

The proposed lighting would cause an unacceptable intrusion in a highly residential area.

If approved, a condition would be necessary to ensure that the lights are facing away from the houses nearby.

**0915/1543 Derbyshire Association of Local Councils**

**1. Consultation**

The Clerk reported that DALC were consulting on their services asking Parish Councils to consider whether they were delivering, what they were doing well and what they could do for members in the future. Members’ opinion was that they were satisfied with the services provided by DALC and there was nothing further that they felt was required at the present time.

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

|       |   |
|-------|---|
| 18/15 | <ul style="list-style-type: none"> <li>• The National Living Wage and Pay Rises for Town and Parish Council Staff</li> <li>• Council Pay Awards capped at 1% per annum</li> <li>• ACAS Guidelines Regarding Holiday Pay</li> <li>• Ten easy ways for Employers to lose lots of money at an Employment Tribunal</li> </ul> |
|-------|---|

|       |  |
|-------|--|
| 19/15 | <ul style="list-style-type: none"> <li>• The General Power of Competence</li> <li>• Call for Executive Members for the period 2015-2019</li> <li>• LAIS Local Associations Information Service</li> </ul>  |
| 20/15 | <ul style="list-style-type: none"> <li>• Transparency code for smaller authorities</li> <li>• NALC Picked to lead sector-led audit team</li> <li>• Legal Updates and Guidance Notes</li> <li>• Community control agenda charged up parish power</li> <li>• Funds to protect World War One memorials revealed</li> <li>• Health Assessing Potential Employees</li> <li>• Derbyshire County Council Community Transport Consultation</li> <li>• Vacancies</li> </ul> |
| 21/15 | <ul style="list-style-type: none"> <li>• DALC Annual Executive &amp; AGM – Chesterfield Football Club – 10 November 2015 – Outline Agenda</li> <li>• Nominations for DALC President and Vice Presidents 2015 - 2016</li> <li>• Motions for debate</li> <li>• Vacancy – Whaley Bridge Town Council</li> </ul>   |
| 22/15 | <ul style="list-style-type: none"> <li>• Allotments – Cultivating Your Approach</li> <li>• Finance – Basics, Budgets and Precepts</li> <li>• Employment of the Clerk and Council staff, and Health and Safety Legislation</li> <li>• Code of Conduct – A Review</li> <li>• The Dark Arts – Minutes and Procedures</li> <li>• How Local Councils can be more effective on line</li> <li>• Auto Enrolment</li> </ul>   |

#### 0915/1544 Parish Clerks Report.

##### (i) Accounts for Payment (August)

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

| Date   | CQ No: | Payee                      | Description                  | Amount          |
|--------|--------|----------------------------|------------------------------|-----------------|
|        |        |                            | <b>Total Salaries</b>        | <b>£4653.06</b> |
| August | 4608   | ClearFirst Services Ltd    | Drain clearance at Pavillion | £792.00         |
| August | 4609   | Kiwa Limited               | Additional Lamp Post Testing | £420.00         |
| August | 4610   | Sage UK Limited            | SageCover Extra              | £313.20         |
| August | 4611   | AML (Midlands) Ltd         | Data Storage and Broadband   | £39.60          |
| August | 4612   | Clarke's Cemetery Services | Gardening Services           | £60.00          |

|        |      |  |  |                   |
|--------|------|--|--|-------------------|
|        |      |  | Grass Cutting  | £820.00           |
|        |      |  | Verge Cutting  | £390.00           |
| August | 4613 | Cannon Safety Limited                          | New Fire Equipment at Pavillion                              | £103.20           |
| August | 4614 | 3 <sup>rd</sup> Tibshelf Scout and Guide Group | Newsletter Delivery  | £200.00           |
| August | 4615 | AML (Midlands) Ltd                             | DNS manipulation and emergency migration of emails to MS 365 | £60.00            |
| August | DD   | Talk Talk                                      | Office Telephone Bill  | £35.33            |
| August | 4616 | HMRC   | PAYE & NI  | £781.42           |
| August | 4617 | DCC LGPS                                       | Pension  | £737.73           |
| August | 4618 | Roy Nadin Print Ltd                            | Summer Newsletter  | £644.00           |
| August | 4619 | Woolley Moor Nurseries                         | Summer Planting Scheme                                       | £12,000.00        |
| August | 4620 | Biffa Waste Services Ltd                       | 5 Lifts and Rental   | £204.88           |
|        |      |  | <b>Total</b>   | <b>£22,254.42</b> |

(b) **Financial Report –**

The Bank Balances at 31 July stood at:-

|                 |                   |
|-----------------|-------------------|
| Current Account | £ 4000.00         |
| Reserve Account | <u>£157676.42</u> |
| Total           | <u>£161676.42</u> |

(ii) **Parish Clerks Report September**

**a) Completion of Annual Audit of Accounts 2014/2015**

Notification had been received from Grant Thornton UK LLP that the Annual Audit of Accounts for 2014/2015 had now been completed and the certified Annual Return for the financial year ending 31 March 2015 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.

**b) Local Council Award Scheme (LCAS)**

Notification had now been received that, in order to keep an unbroken accreditation record for the Local Council Award Scheme, the completed application form must be submitted to the local panel by 1<sup>st</sup> November 2015. Work was underway to achieve this deadline and comply with the criteria. A report would be brought to the next meeting of the Parish Council as the Council must confirm all the contents of the application by a resolution at a full council meeting.

**c) Training Policy**

The Clerk provided a draft Training Policy for consideration. It was agreed that this be considered by a meeting of Personnel Committee.

**d) Review of Action Plan**

The Clerk provided a draft Action Plan for review. It was agreed that this be considered by a meeting of Personnel Committee.

e) **The following accounts were for payment from 13th August 2015 – 15<sup>th</sup> September 2015.**

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           |
|----------------------------|--------|----------------------------|--|------------------|
| 15 <sup>th</sup> September |        |                            | <b>Total Salaries</b>                                      | <b>£4710.24</b>  |
| 15 <sup>th</sup> September | 4621   | AML (Midlands) Ltd         | Data Storage and Broadband                                 | £39.60           |
| 15 <sup>th</sup> September |        |                            | Renewal of AVG Internet Security 2013 & 2014 AVG Cloudcare | £88.37           |
| 15 <sup>th</sup> September | 4622   | Biffa Waste Services Ltd   | 4 Lifts and Rental   | £172.99          |
| 15 <sup>th</sup> September | 4623   | Time Assured Ltd           | Parish Clock – Annual Service                              | £168.00          |
| 15 <sup>th</sup> September | 4624   | Grant Thornton UK LLP      | 2015 Annual Return   | £480.00          |
| 15 <sup>th</sup> September | 4625   | Mr I T McCandless          | Grass Cutting on Cricket Field                             | £144.00          |
| 15 <sup>th</sup> September | 4626   | Hags-SMP Ltd               | Outdoor Gym Equipment                                      | £11956.11        |
| 15 <sup>th</sup> September | DD     | British Gas                | Electricity Bill – Parish Clock                            | £87.39           |
| 15 <sup>th</sup> September | 4627   | Belmont                    | Service and Repairs to Strimmer                            | £120.66          |
| 15 <sup>th</sup> September | DD     | Talk Talk                  | Office Telephone Bill                                      | £35.21           |
| 15 <sup>th</sup> September | 4628   | HMRC                       | PAYE & NI  | £787.82          |
| 15 <sup>th</sup> September | 4629   | DCC LGPS                   | Pension  | £737.52          |
| 15 <sup>th</sup> September | 4630   | Clarke's Cemetery Services | Gardening Services   | £60.00           |
|                            |        |                            | Grass Cutting  | £820.00          |
|                            |        |                            | Verge Cutting  | £390.00          |
| 15 <sup>th</sup> September | 4631   | Staples                    | Stationery   | £55.84           |
| 15 <sup>th</sup> September | 4632   | E R Price                  | Petty cash for fuel  | £120.00          |
|                            |        |                            | Petty Cash   | £100.00          |
| 15 <sup>th</sup> September | 4633   | Delta Cleaning             | Cleaning products for Pavilion                             | £255.18          |
| 15 <sup>th</sup> September | D/D    | British Gas                | Parish Clock electricity                                   | £92.03           |
|                            |        |                            | <b>Total</b>   | <b>£21420.96</b> |

(f) **Financial Report –**

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

|                 |                   |
|-----------------|-------------------|
| Current Account | £ 4000.00         |
| Reserve Account | <u>£136261.13</u> |
| Total           | <u>£140261.13</u> |

**g)                    Staffing Report**

The mobile telephone used by the Rangers had broken. It is a very basic model. The Parish Rangers had suggested that they were happy to use their own mobile phones as an alternative. It was Proposed, Seconded and Resolved that a work mobile phone be purchased to replace the broken one.

The Clerk submitted a report setting out details of staff holidays, sickness and toil taken during the months of June, July and August 2015 and holidays booked, sickness and office closures for July, August, September and October 2015.

The meeting closed at 8.50p.m.

Chairman.....

Date.....