

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 18th February 2014 at 7.00pm

Present:

Cllrs R A Heffer, A Dunn, S Ellks, G Foley, D Rutland, M Scarborough, P. Trevelyan, W Vardy, R. Vaughan.

In attendance:

PCSO P Brownlee, Mrs. R. Price, Parish Clerk,

NON EXEMPT ITEMS

0214/1276 Apologies for Absence

An apology for absence was received from Cllr A Beckett

0214/1277 Declarations of Members Interests

Councillors S Ellks and W Vardy declared an interest in Item 9 on the agenda as they were employees of Town End Junior School

0214/1278 Public Speaking

Police:

- Crime Figures for January 2014 (December 2013 figures in brackets):-
Assaults 1 (2): Criminal Damage 2 (1): Burglary Dwelling 0 (1): Burglary Non-dwelling 1 (2): Theft from motor vehicle 0(2): Theft of motor vehicle 0(0): Total Crimes 4(8):
Nuisance Incidents 6(7). The report detailed the types of incidents listed.
The assault was in a public house. Criminal damage was on High Street. Non dwelling breaks was on St Thomas Close. Nuisance incidents were on Chatsworth Street, a public house, Doe Hill Country Park and Peveril Road
The next police surgery was due to be held on Wednesday 12th March at St John Baptist Church . A Community Panel Meeting was to be held in the meeting room at the Village Hall on Monday 10th March 6.00 – 7.00 p.m.

County Council:

Cllr. Moesby submitted his apologies

➤ **District Council:**

Councillor Heffer informed the meeting that Bolsover District Council had resolved not to increase the Council Tax.

0214/1279 Minutes of the Meeting held on 21st January 2014

It was proposed by Councillor Heffer, seconded by Councillor Vardy and RESOLVED that the Minutes of the Parish Council meeting held on 21st January 2014, be approved as an accurate record and were duly signed by the Chairman.

0214/1280 Chairman's Announcements

The Chairman reported that:

1. A thank you letter had been received from St John Baptist Church for the parish council grant
2. A thank you letter had been received from Derbyshire Children's Holiday Centre for the parish council grant

3. DCC had acknowledged receipt of the petition relating to the request to increase the waiting restriction on High Street from 20 minutes to 30 minutes
4. A resident had complained about cars parking on the pavement opposite the chip shop. PCSO Brownlee had confirmed that they were aware of this.

0214/1281 Village Hall Management Committee Meeting 29th January 2014

It was PROPOSED by Councillor Trevelyan, SECONDED by Councillor Ellks and RESOLVED that the minutes of the meeting held on 29th January 2014 be accepted and approved and that the following recommendations be resolved:

- That a Fridge Freezer be purchased to the value of £250.00 maximum.
- That the Clerk be authorised to submit a Funding Application to Viridor for a maximum of £3000 subject to quotations received to cover the cost of replacing the flooring to the Toilets, Kitchen and Entrance hall and ensure this is submitted before the deadline of 28th February 2014.
- That quotations be obtained for a new Gas Cooker and submitted to the March Committee meeting. The purchase of various additional kitchen utensils was also requested, and the installation of a padlock to the left hand Tall Kitchen Cupboard.
- That Quotes be obtained for UPVC Fascia Boards to the Village Hall, and submitted to the March Committee Meeting.

The Clerk advised Members that there had been an allegation of a child hurting themselves on a radiator part because the controller was missing. This had temporarily been taped up. The Clerk also advised Members that it would create difficulties if the missing radiator valves were not replaced as this meant there was no way in which hirers could turn down the heating during their event. It was Proposed Secoded and Resolved that the Clerk be authorised to arrange for the installation of radiator valves where required, subject to best value being sought.

0214/1282 Village Hall Financial Report

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

February 2014

Mrs H J Simpson Chq No 541	£199.99	
Reimbursement for Purchase of Fridge Freezer for Village Hall.		
E R Price		
Reimbursement	Paint	£165.41
	Cleaning Materials	£ 21.07
		£186.48

Financial Report as at 14th February 2014.

Current Account Balance £3451.41
Reserve Account Balance £2783.71.

0214/1283 Personnel Committee 4th February 2014

It was PROPOSED by Councillor Heffer, SECONDED by Councillor Scarborough and RESOLVED that the minutes of the meeting held on 29th January 2014 be accepted and approved and that the following recommendations be resolved:

- That the main aims and objectives for the Parish Clerk for the forthcoming year be agreed as:
 - To publish and further develop the website
 - To review and sort all archived documents
 - To work with members to continue to improve and refurbish the village hall
 - To work with members on projects to maintain and enhance village amenities
 - To source funding for the purchase and installation of outdoor gym equipment
 - To continue to maintain a positive audit report
- the Parish Clerk to collate a list of forums who held meetings, training and seminars which would be beneficial for either the Parish Clerk or Assistant Parish Clerk to attend in order to network and gather information.
- an item be placed on the parish council agenda to consider future youth provision and maximising the use of the recreation ground
- the Chair of Personnel Committee and Chair of Council to feedback a response on performance over the past year
- That the Part Time Parish Ranger be established in the post.
- That the Clerk be authorised to advertise for Part Time Casual/Relief Cleaners to provide cover during sickness and holidays.

0214/1284 Annual Crime Figure Assessment

Councillor Scarborough reported on an assessment he had undertaken relating to crime figures for the Parish of Tibshelf. He explained that based on the reported figures, crime in Tibshelf had fallen by 24% over the past year, and harmful crimes had followed the same downward trend. In addition figures also showed that over the last five years crime in Tibshelf had fallen by 46% which was far better than the average for the county.

0214/1285 Application for Funding Support

Two applications for funding had been received:

It was Proposed by Councillor Rutland, Seconded by Councillor Foley and Resolved that a grant of £250 be made to the Friends of Town End Junior School to assist towards the purchase of a cooking station to help in the delivery of practical lessons on healthy eating and food projects which was now a requirement on the school curriculum.

It was Proposed by Councillor Vardy, Seconded by Councillor Heffer and Resolved that a grant of £126.00 be made to Jonathan Whaite to purchase stock footage from the Imperial War Museum for the production of the Great War in Tibshelf Documentary.

0214/1286 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.

0214/1287 Derbyshire Association of Local Councils

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

01/14	Index of most important elements of Circulars 2013. DALC Training – Spring 2014 Programme.
02/14	DALC Spring Seminar War Memorial Conservation Work NTS Bursary Scheme Certificate in Local Council Administration DALC Subscription Rates 2014/15 Spring Training Dates Clerk/RFO Vacancy – Sawley Parish Council
03/14	CiLCA Skills Induction Courses Whole Council Training Chair Training Basic Finance and Internal and External Audit Bespoke VAT and Payroll Training Cemetery Management and Legal Compliance

0214/1288 Parish Clerks Report.

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

Date	CQ No:	Payee	Description	Amount
15 th Feb	autopay		Total Salaries February	£4275.80
18 th Feb	4310	Judson Signs Ltd	No Dogs Allowed Signs	£343.20
18 th Feb	4311	Printerbase Ltd	Cartridges for Printer and Photocopier	£481.05
18 th Feb	4312	Hags-SMP Ltd	Repairs to Shetland Road Play Area	£540.34
18 th Feb	4313	AML (Midland) Ltd	Broadband and Data Storage	£39.60
18 th Feb	4314	HMRC	PAYE & NI	£582.39
18 th Feb	4315	DCC – LGPS	Pension	£548.52
18 th Feb	4316	Biffa	Rental & 4 lifts	£149.66
18 th Feb	D/D	Talk Talk	Telephone	£44.99
18 th Feb	4317	Roger Cook	Electrical work on Christmas Trees	£888.00
18 th Feb	4318	Clarkes Cemetery Services	Gardening Services	£155.00

18 th Feb	D/D	British Gas	Parish Clock	£97.44
			Total	£8145.49

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

The Bank Balances at 31st January 2014 stood at:-

Current Account	£ 4000.00
Reserve Account	<u>£ 153874.73</u>
Total	<u>£ 157874.73</u>

2. Staffing Report

The Clerk submitted a report setting out details of:

- Time off in Lieu (TOIL) accumulated for October, November and December 2013 and January 2014
- Sickness, TOIL, staff holidays and proposed office closures during the months of January, February, March and April 2014.

0214/1289 Exclusion of Public and Press

It was Proposed, Seconded and Resolved that in view of the confidential nature of the business about to be transacted the press and public be excluded (Standing Order 67)

0214/1290 Consideration of Implementation of Employment Policies in line with Bolsover District Council

The Clerk provided a paper setting out details relating to the implementation of the Living Wage (£7.65 per hour) by Bolsover District Council to all their employees currently paid below that rate of pay. Several options were detailed including the financial impact on the Parish Council of increasing the rate of pay of each of their lower paid employees currently paid below the Living Wage Rate. Following consideration of a number of options it was Proposed by Councillor Foley, Seconded by Councillor Rutland and Resolved that the following increases be implemented with effect from 1st April 2014

Current rate of £6.31 per hour to increase to £7.00 per hour

Current rate of £7.28 per hour to increase to £7.65 per hour

Current rate of £7.39 per hour to increase to £7.76 per hour

The additional cost to the Council over one year would be approximately £1533

0214/1291 Staffing Issues

The Clerk and the Chairman reported on an employee issue which had arisen. Following full consideration of all the details it was Proposed, Seconded and Resolved that:

1. The Litter Picker and Caretaker be offered reduced hours as a Weekend and Holiday Litter Picker.
2. The Parish Rangers be offered an additional 2 hours per day each, Monday to Friday, amending the shifts to be worked to 8:00 a.m. to 2.00 p.m. and 10.00 a.m. to 4.00 p.m.
3. Subject to Offer No 1 being accepted - Parish Ranger 2 be asked to cover some weekend work for the next three weekends.
4. The Relief Cleaner to continue to flexibly cover the cleaning of the Village Hall based on the level of usage.

Chairman_____

Date_____