

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 19th January 2016 at 7.00pm

Present:

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

In attendance:

County Councillor C Moesby, A Dykes – Youth Service, PCSO Cathcart

NON EXEMPT ITEMS

0116/1589 Apologies for Absence

There were no apologies for absence

0116/1590 Declarations of Members Interests

There were no declarations of interest

0116/1591 Public Speaking

Members of the Public:

No issues raised.

Police:

As figures were no longer submitted to the meeting by the police, the Assistant Clerk had prepared a summary of the information available on incidents occurring within the Tibshelf area in November 2015 from the Police UK website. The Clerk distributed the summary of the information to members. 30 incidents had occurred 11 of which were anti social behaviour, 1 public order, 5 burglary, 3 criminal damage, 2 violence and sexual offences, 1 vehicle, 5 theft, 1 possession of weapons, 1 other crime and 1 shoplifting.

Cllr Heffer again raised the issue of Speeding on Mansfield Road. It was suggested that CREST be contacted to see if any surveillance could be carried out. There had been rumours of drug problems in the village. PCSO Cathcart explained that they were reliant on people ringing in and reporting activity. It was suggested that a drugs awareness session could be very useful both for the parish council members and the general public and the Clerk was asked to follow this proposal up.

County Council:

Cllr. Moesby attended the meeting and reported:

- That DCC had been consulted by Notts CC concerning proposals to alter the speed limits on the Notts/ Derbys border which would result in a restriction on the route from Teversal being changed to 40mph.
- DCC were developing a Trusted Trader type listing of Financial advisors in recognition of the need for better information on financial management being available to the general public.
- Signalling upgrades were taking place on the mainline resulting in some disruption to the rail network.
- Consultation would be taking place on yet more cuts demanded by the cuts imposed on the DCC budget. Potential cuts considered were to children's centre's, community transport, school transport, countryside services and short breaks for vulnerable people.
- The issue of devolution was currently being discussed by the County Council and the districts and boroughs of Derbyshire.
- DCC council tax would be going up by 3.99% - this included 2% ring fenced increase for social services.
- DCC were trying to encourage more use of credit unions rather than pay day lenders and support food banks where usage had seen a large increase.
- Work was going to be carried out at the bridge at Westhouses which would result in road closures and diversions between 22 Feb and 4 March.

- A Mental health self help directory had been compiled and made available by DCC.

A member raised an issue that the new bus shelter backing on to Raven Avenue had not as yet been lit. Councillor Moesby agreed to follow this up.
He was also asked to check the current situation with regards to the implementation of the increased waiting limit on High Street which had been approved last year.

District Council:

Councillor Heffer reported that it was hoped that there would soon be some developments on the proposed new building by the District Council on Derwent Drive.

0116/1592 Minutes of the Meeting held on 15th December 2015.

It was Proposed by Councillor Beckett Seconded by Councillor Heffer and Resolved that the Minutes of the meeting of the Council Meeting held on 15th December 2015 be approved subject to the following amendments being made:

1215/1576 – Public Speaking – Members agreed that, whilst a discussion took place that the Youth Club request could not be considered at that meeting, as an item was not on the agenda, and in order to discuss an issue an item had to be placed on an agenda, it was not specifically agreed that an item be placed on the January agenda and it was therefore Proposed, Seconded and Resolved that the wording ‘Following a discussion, it was agreed that an item be placed on the agenda for the parish council meeting in January’ be deleted. It was further Proposed, Seconded and Resolved that Members wished it to be recorded that, during that meeting, a further discussion took place about the ongoing issue of the Youth Club request and that members declared that, whilst they were wholly supportive of the establishment of a youth group, the matter had been discussed in great detail, a decision had been made and there was nothing further to be achieved by discussing the matter any further.

1215/1584 – Update on HS2 – It was Proposed Seconded and Resolved that an amendment be made as follows –
Delete ‘recently attended’ and insert ‘was willing to have’

0116/1593 Chairman’s Announcements

The Chair made the following announcements:

- Letter received from Mrs N Cooke regarding Youth Group – **copied and distributed to members** – It was agreed that a response be sent explaining the Council’s decision and it was further Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved that arrangements be made for the Chair, accompanied by Councillor Coupe and Councillor Salt, to visit and meet with the young people involved in the development of the Youth Group to discuss the matter with them and explain the reasoning behind the Council’s decisions.
- Notes of a meeting of Bolsover Partnership - Parish Council Liaison – attended by Councillors R Heffer and K Salt– **copied and distributed to members.** It was agreed that a letter be sent to Councillor Karl Reid, Chair of the Parish Council Liaison Group, in support of Councillor Salt’s comments, made at the Parish Council Liaison Committee meeting, concerning the Community Save a Life Scheme
- Information from National Association of Local Councils (NALC) regarding their lobbying of the government on behalf of town and parish councils: – **copied and distributed to members** The paper related to lobbying on the following subjects:
 - Issue statutory guidance to ensure that council tax support funding is passed on to parish councils by district councils or to pass the funding to parish councils directly.
 - To reform the business rate system to provide a share of locally generated business rates to parishes.
 - To ensure that communities benefit by providing local councils with a bigger share of Community Infrastructure Levy.
 - To amend Local Authorities (Members Allowances) Regulations to extend ‘dependant carers allowance’ to parishes as well as principal councils.

0116/1594 Amenities and Environment Committee 12th January 2016

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

The minutes of the Amenities and Environment Committee meeting held on 12th January 2016 be accepted and approved and that the following recommendations be resolved:

- that the request for a memorial to be placed in the cemetery for ashes which had been scattered be approved.
- that, in respect of the quote which had been requested by Committee for repair to the gate and fencing at Shetland Road, two quotes had been received and it was Proposed Secoded and Resolved that the lowest quote of £175 plus VAT received from P & J Holmes be accepted and the work be commissioned.

0116/1595 Village Hall Management Committee 12th January 2016

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

The minutes of the Village Hall Management Committee meeting held on 12th January 2016 be accepted and approved and that the following recommendations be resolved:

- the approval of the quotation from Mr Roger Cook for 4 Infra-Red Cameras at £65 each, and new HD control box at £200.
- that in respect of the policy on charging charities for table hire at fund raising events table charges remain the same for all stall holders and that requests from Charities would be individually considered at the discretion of the Committee. However, once a year an event would be held, where charities would be invited to hold a stall free of charge.
- that a maximum budget of £150 is set for the replacement of the pictures in the main hall and lounge.
- that, in respect of the urgent decision to allow free use of the hall for funeral teas for two families, this decision be approved.
- That minute no 8 paragraph 4 be amended by the deletion of Cllr Beckett and the replacement with Cllr Coupe as the Proposal was made by Councillor Coupe.

Following a discussion about the item in the minutes concerning the holding of an event to commemorate the Queen's 90th birthday a suggestion was made to hold a table top sale for charities, providing stalls free of charge, and to theme the event by asking the local history group to provide a small display and suggesting that participants may, if they wish, display information about their history. It was also suggested that consideration could be given to a line of trees being planted on the recreation ground in commemoration of HM the Queen's 90th birthday.

0116/1596 Village Hall Financial Report

It was PROPOSED by Councillor I Brentnall, SECONDED by Councillor R Heffer and RESOLVED that the following Village Hall Financial Report be approved:

January 2016

Delta Cleaning Services Ltd Chq No 612 £112.47
Cleaning Materials

Hi Tech Fire Engineering Ltd Chq No 613 £61.38
Annual Service Fire Extinguishers

Financial Report as at 31st December 2015.

Current Account Balance £7532.88
Reserve Account Balance £2786.50

0116/1597 Audit Committee 18th January 2016

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

The minutes of the Audit Committee meeting held on 18th January 2016 be accepted and approved and that the following recommendation be resolved:

That the budget for 2016/2017 as attached be approved and that a precept of £123,271 be levied with an additional £12679 CTS grant funding making a total of £138,950. This represented a 1.52% increase on the precept level of 2015/2016 and would result in an additional £945 above the total of £138005 received in 2015/2016. In 2015/2016 a Band D property in Tibshelf paid £119.91 per annum and this would increase to £121.73 in 2016/2017.

0116/1598 Standing Orders

The Clerk circulated a copy of the Standing Orders to all Members with all areas requiring amendment highlighted in red. It was Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved that the amendments be accepted and that the reviewed Standing Orders be adopted. The amended standing orders can be accessed on the website

<http://www.tibshelfparishcouncil.gov.uk/images/stories/STANDING%20ORDERS%20-%20Final%20Copy%20%20Jan%202016.pdf>

0116/1599 Audit Arrangements from 2017.

The Clerk reported receipt of information from Derbyshire Association of Local Councils relating to a proposal by National Association of Local Councils, working with Department for Communities and Local Government and the Society for Local Council Clerks to establish a Sector Led Body (SLB) to procure audit for smaller authorities for 2017/2018 financial year. Parish Councils will automatically be opted in to the scheme unless they resolve to opt out of the scheme. Those opting out would have to develop their own procurement arrangements for audit services. It was Proposed by Councillor Heffer, Seconded by Councillor Beckett and Resolved that Tibshelf Parish Council do not opt out of the SLB scheme.

0116/1600 Applications for Funding Support

There were no applications for funding support.

0116/1601 Planning

The applications and decisions on this month's schedule were discussed and it was Proposed, Seconded and Resolved that no objections be raised.

0116/1602 Derbyshire Association of Local Councils

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

| | |
|---------|---|
| 27/2015 | <ul style="list-style-type: none">• Local Councils Award Scheme (LCAS)• LCAS Review• NALC Website update• Smaller Authorities' Audit Appointments Limited• Provisional Local Government Finance Settlement• Spring Seminar – a note for your diaries• Training Events – 2016• DALC Subscriptions 2016/2017• Managing Employees' Performance |
| 01/2016 | Index of most important elements of 2015 DALC circulars |

0116/1603 Parish Clerks Report.**(a) Accounts for Payment**

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

(i) Tibshelf Parish Council - Clerk's Report – December 2015**a) The following accounts are for payment from 15th December 2015 – 19th January 2016.**

| Date | CQ No: | Payee | Description | Amount |
|--------------------------|---------------|---------------------------------------|---|-------------------|
| 15 th January | | | Total Salaries | £4814.53 |
| 19 th January | 4707 | HMRC | PAYE & NI | £873.60 |
| 19 th January | 4708 | DCC LGPS | Pension | £766.52 |
| 19 th January | 4709 | Biffa Waste Services Ltd | 5 Lifts and Rental | £204.88 |
| 19 th January | DD | Talk Talk | Office Telephone Bill | £38.14 |
| 19 th January | 4710 | AML (Midlands) Ltd | Data Storage and Broadband – Office 365 and Cloudcare | £66.00 |
| 19 th January | 4711 | Clarke's Cemetery Services | Gardening Services | £60.00 |
| 19 th January | 4712 | Mr Frank E Holmes | Organist for Carol Service | £100.00 |
| 19 th January | 4713 | Take Note Choir | Choir for Carol Service | £100.00 |
| 19 th January | 4714 | Mrs E R Price | Fuel for Truck Reimburse office chair | £120.00 £82.80 |
| 19 th January | 4715 | Suffolk Association of Local Councils | Accreditation Panel Fee LCAS | £60.00 |
| 19 th January | 4716 | Mr K Spencer | Church Lights | £25.00 |
| 19 th January | 4717 | Mr S Ansell | Church Lights | £25.00 |
| 19 th January | 4718 | Mr R Ganley | Church Lights | £25.00 |
| 19 th January | 4719 | Hucknall & Linby M C Brass Band | Fee for Performance at Remembrance Sunday and Christmas Carol Service | £700.00 |
| 19 th January | 4720 | Cartridge Save Ltd | Laser Printer Toner Multipack | £136.69 |
| 19 th January | DD | British Gas | Electricity to Parish Clock | £203.28 |
| 19 th January | 4721 | Bolsover District Council | Dog Bin Emptying | £251.94 |
| 19 th January | 4722 | Roger Cook | Installing and removing 2015 Christmas Trees | £1422.00 |
| 19 th January | 4723 | AML (Midlands) Ltd | AVG Cloudcare | £11.60 |
| | | | Total | £10086.98 |

(b) Financial Report –

The Bank Balances at 31st December stood at:-

| | |
|-----------------|--------------------|
| Current Account | £ 4000.00 |
| Reserve Account | £ 149025.38 |
| Total | <u>£ 153025.38</u> |

c) Local Council Award Scheme

The Clerk distributed information to members on the response from LCAS to the Parish Council's revisions which were reported and approved at the meeting of Parish Council in December. LCAS had accepted all of the revisions with the exception of Point 1 on the response where they had identified another area in the Standing Orders where brackets needed to be removed. The Clerk had worked through Standing Orders and identified where revisions needed to be made and this has been reported and submitted as an item on this Parish Council agenda for ratification by Council. Subject to this approval the revised Standing Orders would be submitted to LCAS.

Members noted that the Parish Council had been commended, at Point 11 for the 'Who Does What' table on the website, and would be using this as a good example to other Councils.

It was Proposed Seconded and Resolved that the amended response be approved and submitted to LCAS.

d) Staffing Report

The Clerk submitted a report setting out details of staff holidays, sickness and toil taken during the months of October, November and December 2015 and holidays booked, sickness and office closures for November and December 2015 and January and February 2016.

e) Action Plan

Members reviewed the Parish Council's Action Plan and updated actions since the last meeting. A copy is attached to the minutes and will be updated on the website. There were no specific problems to report with regard to timescales of projects.

Meeting closed at 8:45 p.m.

Signed _____

Dated _____

| 2015/2016 | May | June | July | August | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr |
|---|-----|------|------|--------|------|-----|-----|-----|-----|-----|-----|-----|
| Annual Council – Elections, New council, declarations of interest, acceptance of office | | | | | | | | | | | | |
| Publish Annual Report | | | | | | | | | | | | |
| Prepare Final Accounts and Submit Audit of Accounts by due date | | | | | | | | | | | | |
| Newsletters | | | | | | | | | | | | |
| Fitness Equipment – prepare funding application, obtain estimates, quote for works, commission contractor, install equipment | | | | | | | | | | | | |
| Village Hall extension project, appoint working party and commission feasibility study | | | | | | | | | | | | |
| Village hall extension project – review feasibility study, determine whether project feasible, prepare project plan, identify funders, go out to tender for works | | | | | | | | | | | | |
| Arrangements for Community events (Remembrance Day & Christmas) | | | | | | | | | | | | |
| Arrangements for Christmas lights installation and removal | | | | | | | | | | | | |
| Arrangements for hanging baskets | | | | | | | | | | | | |
| Review storage of documents for archive/destroying | | | | | | | | | | | | |
| Pensions Regulations - Automatic Enrolment – Enrolment date 1.3.16 | | | | | | | | | | | | |
| Local Council Award Scheme accreditation (unbroken) | | | | | | | | | | | | |
| Prepare budget and precept | | | | | | | | | | | | |

