

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 20th February 2018 at 7.00pm

Present:

Councillors A Beckett, I Brentnall, M Coupe, G M Foley, R Heffer, D E Rutland, P Trevelyan, W Vardy and R Vaughan.

In attendance:

Mrs. R Price Parish Clerk.

NON-EXEMPT ITEMS

0218/1935 Apologies for Absence

Apologies for absence were received from Councillors S Ellks, K Salt MBE and Councillor C Moesby (DCC)

0218/1936 Declarations of Members Interests

There were no declarations of interest

0218/1937 Public Speaking

A member asked the Clerk to contact DCC/water authority about a sewer inspection chamber cover on West View/Raven Avenue as the ground around it was badly broken up.

Members expressed concern about the deterioration of the state of some empty commercial properties on the High street and the impact this had on the streetscene. The Clerk was asked to contact BDC to enquire about the criteria for designation as a regeneration area and the availability of funding to attract new investment in the High Street. She was also asked to contact the Cooperative Society to enquire about plans for the future of the empty Coop building on High Street and to ask if anything could be done in the meantime to improve the general look of the building

Police:

The police were not present. The Clerk circulated crime figures for the month of December 2017. The Clerk was asked to write to the Police and Crime Commissioner and to the new Inspector for the North East about concerns members had about apparent lack of response to what appeared to be rising instances of crime and disorder in the village, particularly around dealing of drugs and attempted break ins.

County Council:

Cllr. Moesby submitted his apologies

District Council:

There were no District Council matters to report

0218/1938 Minutes of the Meeting held on 16th January 2018 and the Special Meeting held on 23rd January 2018

It was Proposed by Councillor Coupe, Seconded by Councillor Vardy and RESOLVED that the Minutes of the Parish Council meeting held on 16th January 2018 be approved as an accurate record, and were duly signed by the Chairman. It was further Proposed by Councillor Brentnall, Seconded by Councillor Coupe and RESOLVED that the Minutes of the Special Parish Council meeting held on 23rd January 2018 be approved as an accurate record, and were duly signed by the Chairman.

0218/1939 Chair's Announcements

The Chair informed members:

That Jonathon Tipton of BDC would be attending the March meeting to discuss the sporting and leisure activities on offer.

A letter of introduction had been received from Derbyshire Constabulary's Inspector Bowns the new North East Section Inspector.

Notification had been received of an Emergency temporary bridleway closure – Nos 21 (part) and 18 (part) (Wetton Lane/Tibshelf Service area) from 19th February to 11th March 2018.

0218/1940 Village Hall Financial Report

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

February 2018

Delta Cleaning Services Ltd	BACS	£69.76
Cleaning products		
Delta Cleaning Services Ltd	BACS	£69.20
Cleaning Sundries		
WorldPay UK Ltd	DD	£3.59
Transaction Charges		

Financial Report as at 31st January 2018.

Current Account Balance £13,350.43

Reserve Account Balance £7,789.46

0218/1941 Amenities Committee 23rd January 2018

It was Proposed by Councillor Heffer, Seconded by Councillor Beckett and Resolved that the Minutes of the meeting of the Amenities Committee held on 23rd January be approved and the following recommendations be resolved:

- That the quote of £345 for the installation of a seat in the bus shelter at St Thomas Close be approved
- That, following information from DCC that they would not allow the fixing of dog bag dispensers on lampposts, the Council do not trial the provision of dog bag dispensers.
- That the quote from Karl Quance for the decoration of the pavilion, as reported to the Village Hall Management Committee, be approved
- That the following recommendations in respect of the allotments be Resolved:
 - Confirmation be provided to the Allotment Association that the Parish Council were in agreement with the proposed works to the allotments hedge by the Community Pay back team
 - the parish Council meet the cost of £60 for the stakes for the hedge
 - that confirmation of the parish council's previous decision (*AM0217 - The Clerk reported receipt of a letter from DCC in response to their concerns about the locking of the entry gates whilst allotment holders were on site. The response suggested that a spare key be held by the Parish Council. It was agreed that this was not a satisfactory response as access to the key would be restricted to parish council office opening hours. It was agreed that a solution be suggested whereby the gates are kept closed, but not locked, whilst allotment holders are on site but that the gates are locked at all other times.*) concerning the locking of the gates be provided in writing to the Allotments Association
 - that DCC be requested to replace the vandalised lock and provide keys for the second gate
- That the recommendation be resolved to plant a Memory Christmas Tree at the Cemetery and that quotes be sought for the installation of a fixture to secure a cut tree to be purchased each year.
- That approval be given to the Football Club to apply for grant aid to undertake required works to the changing rooms in order for the FA standard to be met for changing facilities for officials and that all designs and contract arrangements be made available to the Parish Council before any work is undertaken.
- That Bolsover District Council be requested to undertake maintenance to seats in their ownership in the Parish

0218/1942 Personnel Committee 16th January 2018

It was Proposed by Councillor Beckett, Seconded by Councillor Coupe and Resolved that the Minutes of the meeting of the Personnel Committee held on 16th January 2018 be approved and the following recommendations be resolved:

- That the opening hours for the parish office be confirmed and that the parish office remains closed on Fridays and the Assistant Parish Clerk to work Tuesday, Wednesday and Thursday instead of Wednesday, Thursday, Friday. The Parish Clerk's work days to remain unchanged at Monday, Tuesday, Wednesday and the staff hours of 22.5 per week each to be unaffected.
- That a budget of £150 be authorized and a dash cam for the truck be purchased and installed.
- That Tibshelf Parish Council adopt the Dying to Work Charter

0218/1943 Dying To Work Charter

It was Proposed by Councillor Vardy, Seconded by Councillor Beckett and Resolved to adopt the Dying to Work Charter and to arrange a date for a public signing ceremony.

0218/1944 Community Gym Project

The Clerk circulated copies of a plan and costings for an amended option for the development of the pavilion at Shetland Road, following her meeting with PULSE on 7th February. These proposals were much reduced from those previously submitted and now demonstrated a much more realistic and achievable option. The Clerk explained that she had made initial approaches to possible funders. Members were of the opinion that they needed a little longer to give more detailed consideration to the proposals and it was therefore agreed that the item be placed on to the agenda for the next meeting of the Parish Council in March when a final decision would be made as to whether to proceed with the project.

0218/1945 Neighbourhood Planning

The Clerk reported that she had applied for and had approved an interim grant of £2100, from Locality, for the development of the Neighbourhood Plan. This had to be spent by 31st March 2018 but the consultants were confident that this was achievable with the initial work that needed to be done. In order to progress the involvement of the public, and the development of a Steering Group, Members agreed that all interested parties be invited to a meeting on 15th March, when the consultant would familiarise everyone with the process and 5 members of the public could be invited to sit on the Steering Group. The consultant would also explain the variety of ways in which interested parties could get involved in the process.

0218/1946 General Data Protection Regulations (GDPR)

The Clerk circulated a paper to all Members setting out the requirements of the general Data Protection Regulations which would be coming in to force on 25th May 2018. These regulations placed an onus on organisations to change their entire ethos in relation to data protection. It demands the creation of robust processes to protect all personal information. It also demanded the appointment of a Data Protection Officer who could not be the Parish Clerk. The Clerk explained that she had received an approach from a consultant who was offering a service to support organisations in meeting the requirements of the legislation. It was Proposed by Councillor Beckett, Seconded by Councillor Heffer and Resolved that the Clerk be authorized to approach the consultant to ascertain what services she could offer and report back to the next meeting of the Parish Council.

0218/1947 Applications for Funding Support

There were two applications for funding support:

Derbyshire Unemployed Workers Centre	To support outreach work after losing major funding from DCC. Recent statistics showed that DUWC 85 people from the parish had used their services.	Proposed by Councillor R Heffer, Seconded by Councillor W Vardy and Resolved to make a grant of £100
Just Giving Appeal – Craig Goss	To cover the cost of hire of the Village hall for an event to raise funds for a local terminally ill resident and his family	Proposed by Councillor Vardy, Seconded by Councillor Heffer and Resolved to make a grant to cover the hire cost of village hall

0218/1948 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 except in relation to Application 18/00081/OUT – Land to the West of Tibshelf Town End Junior School for the erection of up to 54 dwellings where it was resolved to object to the proposed development on the following grounds

- This area of land is beyond the limits of the village boundary and is not identified for development within the draft local plan
- The draft local plan already identifies areas to satisfy the required supply of housing over the next ten years
- The village infrastructure is incapable of absorbing more development, with schools and the doctors already oversubscribed, and the road network unable to cope with additional traffic movement.

0218/1949 Derbyshire Association of Local Councils

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

03/2018	<ul style="list-style-type: none">• Data Protection Bill and GDPR• GDPR Update - Training opportunity• Final call for Transparency Fund applications from smaller councils• Revised Legal Topic Notes• New Year message from Cllr Sue Baxter, NALC Chairman• Request to complete survey regarding funding for services in areas with a high proportion of second/holiday homes• Help to clean up the Country• Why councils need to take employee complaints seriously (HR Issues)• Census Survey of Parish Councillors• Councillor Essential Training
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0218/1950 Parish Clerk's Report

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

Date	CQ No:	Payee	Description	Amount
			Total Salaries	£5008.20
25 th January	BACS	P&D Specialist Services Ltd	Installation and removal of Lamp Post Christmas Trees	£5965.76
6 th February	BACS	Quick Test	PAT Testing Equipment	£298.80
20 th February	BACS	Parksafe Automotive Ltd	Dash Camera – Full HD	£166.73
20 th February	BACS	Biffa Waste Services Ltd	4 lifts and rental	£202.15
20 th February	BACS	AML Midlands Ltd	Broadband & Data storage	£39.60

20 th February	BACS	AML Midlands Ltd	AVG Cloudcare & Office 365 and changes to Enterprise E3 3.1.2018	£69.96
20 th February	BACS	AML Midlands Ltd	Installation of Wi-Fi to meeting room	£370.04
20 th February	BACS	Staples UK Ltd	Stationery Order	£53.98
20 th February	BACS	Clarkes Cemetery Services	Gardening Services	£70.00
20 th February	DD	British Gas	Parish Clock – Electricity Bill	£183.18
20 th February	BACS	The Royal British Legion	150 Lamp Post Poppies	£450.00
20 th February	DD	Talk Talk Business	Office Telephone Bill – February	£41.04
20 th February	BACS	Atmosphere Entertainment	Children’s Entertainment for Christmas Lights Event	£100.00
20 th February	BACS	HMRC	PAYE & NI	£839.11
20 th February	BACS	DCC LGPS	Pension	£773.42
20 th February	BACS	Mrs E R Price	Fuel Money – Parish Truck	£120.00
20 th February	5055	Hucknall & Linby MC Brass	Brass Band Fee for Remembrance Sunday and Christmas Carols	£700.00
20 th February	BACS	Phil Cotterill	Repairs to Gents Toilets at Pavilion	£110.98
20 th February	BACS	DALC	Course Fee – GDPR Training	£10.00
			Total	£15572.95

(b) Financial Report –

The Bank Balances at **31st January 2018** stood at: -

Current Account	£ 4,172.00
Reserve Account	<u>£114,932.71</u>
Total	<u>£119,104.71</u>

(c) Payments by BACS

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

(d) Staffing Report

The Clerk submitted a report setting out details of staff toil during the months of September, October, November and December 2017 and January 2018 and holidays booked, sickness and office closures for November, December 2017 and January, February and March 2018.

The meeting closed at 8:20 p.m.

Chairman.....

Date.....