

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 September 2018 at 7.00pm

Present:

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

In attendance:

Mrs. R Price Parish Clerk, Councillor C Moesby, Councillor D Watson (BDC)

NON-EXEMPT ITEMS

0918/2027 Apologies for Absence

There were no apologies for absence

0918/2028 Declarations of Members Interests

Councillor K Salt declared an interest in Item 16 on the agenda

0918/2029 Public Speaking

Police:

The police were not present.

County Council:

Cllr. Moesby attended the meeting and reported that ;

- The increase to one hour waiting on High Street was due to be signed off soon
- DCC had reversed their decision, and would now be funding the school crossing patrols
- Discussions were underway for a strategic alliance between Derbyshire, Nottinghamshire, Leicestershire and Lincolnshire County Councils
- DCC had issued a guidance note to parish councils concerning poppies on lampposts
- The traffic warden had recently been in the area twice in response to problems with parking
- The bridge on Newtonwood Lane was to have traffic lights installed

A member reported that there had been complaints that, since the waiting restrictions had been amended on Hardwick Street it had created a problem of parking on High Street.

District Council:

Councillor Watson reported that an online course had now been created for the Save a Life Scheme . This was going to be launched in Westminster. The course was free of charge and had been developed to encourage more people to learn life saving skills. She suggested that members of Tibshelf Parish Council may like to take the course as soon as it became available, and to become one of the first Parish Councils to become qualified.

Councillor Watson had met with portfolio holders from BDC, the ASB officer and Regeneration Officer and the police to discuss the ongoing issues around the flats on High Street. It was determined that it needed a partnership approach, with everyone working together to look at possible solutions. In the meantime tenancy allocations to the flats had been temporarily suspended.

Councillor Watson encouraged the Parish Council to submit their concerns to the District Council about the management of the tenancies and the problems that were being created.

0918/2030 Minutes of the Parish Council Meeting held on 17th July 2018

It was Proposed by Councillor Heffer , Seconded by Councillor Brentnall and RESOLVED that the Minutes of the Parish Council meeting held on 17th July 2018 be approved as an accurate record, subject to the amendment of Minute 0718/2012, under District Council which should also state that reference was made to an article on the Save a Life Scheme in the In Touch magazine. The minutes were duly signed by the Chairman.

0918/2031 Chair's Announcements

The Chair informed members that:

1. Arrangements for a public meeting with the Police and Crime Commissioner had been suggested. The Chair agreed to investigate the availability of a space at Tibshelf School and a suitable date would then be negotiated with the Commissioner.
2. A statement of documents was now available for inspection online for the Bolsover District Local Development Plan
3. A Thankyou letter had been received for the donation to Tibshelf Flower Festival
4. A Letter had been received from DCC concerning the decision to continue with the school crossing patrols
5. An invitation had been received to the BDC Chair's Charity Event – The Bolsover District Talent Showcase – on Friday 19th October - £3.00 per ticket
6. The Parish Council had been asked whether they wished to continue to participate in the DCC Snow Warden Scheme. It was agreed that the Parish Council continue their participation for the year 2018/2019
7. DCC were considering proposals to develop a Community Involvement Scheme. The Chair outline what this may involve. An event held on 17th September was to explore the proposal further. More details would be brought to a future meeting.

0918/2032 Village Hall Financial Report

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

July and August 2018

JULY			
E R Price	BACS	Petty Cash	£100
EON	DD	Gas	£194.00
BDC	DD	C Tax	£32.00
Worldpay	DD	charges	£9.08
EON	DD	Electric	£154.00
AUGUST			
EON	DD	Gas	£194.00
BDC	DD	C Tax	£32.00
Worldpay	DD	charges	£10.23
Waterplus	BACS	Water charges	£110.39

Balance at Bank

JULY

Current account £12877.59
Reserve Account £ 7731.39
 £20608.98

AUGUST

Current account £12521.97
Reserve Account £ 7731.72
 £20253.69

0918/2033 HS2 – Proposed Consultation Meeting

The Clerk circulated a response from Blackwell Parish Council following a suggestion by Tibshelf Parish Council for the two parishes to work jointly in the future in relation to HS2. Blackwell PC had responded that they considered that the parishes were affected in different ways and, whilst they did not wish to work together formally at this time, they were happy to have informal talks or information sharing where appropriate.

The Chair suggested that she meet with the Chair of the Stop HS2 Campaign, and in the meantime it was agreed that arrangements be made to meet with HS2

0918/2034 Neighbourhood Planning

The Clerk circulated notes of the last meeting of the Themed Group of the Neighbourhood Plan, held on 11th September. There continued to be a pleasing level of support from the public and the work was moving at a good pace, with a possibility that a draft plan could be available by the end of the year. The consultant had provided a draft of two of the policy themes which had been circulated to all the Steering Group members. The report was noted.

0918/2035 Payroll

The Chair introduced this item which was a suggestion to out source the payroll. Following discussion it was agreed that payroll be retained in house and no change be made to the existing system.

0918/2036 Website/Facebook

The Chair introduced this item and it was Proposed by Councillor Heffer, Seconded by Councillor Salt and Resolved that the Chair be authorised editing access to the Council's Website and Facebook Page.

0918/2037 Poppy Proms

Councillor Heffer reported that he was making the necessary arrangements for this event which would take place on 27th October and that he would meet with Reverend Manley to finalise details.

0918/2038 Parish Newsletter

Members discussed the future of the Parish Newsletter. No decision was taken.

Councillor Ellks and Councillor Foley left the meeting at this point

0918/2039 Arrangements for

- Licensing erection and removal of lamppost poppies

Councillor Heffer agreed to arrange for the erection of the poppies on lampposts as in the previous year. The Clerk to submit the appropriate documentation to DCC.

- Licensing and erection and removal of Christmas Trees

It was agreed that the Clerk make arrangements for the licensing, erection and removal of Christmas Trees and decorations as in the previous year

- Erection of a memorial Christmas Tree at the Cemetery

It was agreed that an existing tree situated just to the left of the entrance in the cemetery be used as the Christmas Memorial Tree and that a plaque be commissioned to site at the base of the tree.

- Remembrance Sunday

Councillor Heffer and Councillor Rutland to meet with Reverend Manley to discuss arrangements

- Christmas Market

Tibshelf Parish Council not to organize this year

- Christmas Event

To take place on 30th November, Tibshelf Community Association to arrange

- Christmas Carol Concert

Councillor Heffer and Councillor Rutland to meet with Reverend Manley

0918/2040 Request to Plant Tree at Cemetery

The Clerk reported a request to plant a memorial tree at the cemetery. It was Proposed, Seconded and Resolved that authority be given.

0918/2041 Applications for Funding Support

There was one application for funding support:

Tibshelf Old People's Club	To assist with costs of transport	It was Proposed by Councillor Heffer, Seconded by Councillor Coupe and Resolved that a grant of £500 be made
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0918/2042 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.

0918/2043 Derbyshire Association of Local Councils

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

10/2018	DALC ANNUAL EXECUTIVE MEETING & AGM - 2018
11/2018	<ul style="list-style-type: none"> • DALC Executive Meeting and Annual General Meeting – 9th October 2018 • DALC Executive Vacancies • Nominations are open for places on NALC's Larger Councils Committee • Civil Society Strategy announced • Local Councils in favour of single, mandatory code of conduct • Continued precept capping deferral recommended • The Princes Countryside Fund • Councils are being given the power to increase taxation on homes • New fund launched to increase community-led affordable housing • New East Midlands Women's Awards • Toilet tax makes national news • Funding and Grants bulletin • Training: Certificate in Local Council Administration Budgeting and financial management for Clerks Finance and budgeting for Councillors

0918/2044 Parish Clerk's Report

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

Date	CQ No:	Payee	Description	Amount
			August Total Salaries	£4183.64
21 st August	BACS	HMRC	PAYE & NI	£765.84
21 st August	BACS	DCC LGPS	Pension	£566.42

21 st August	BACS	E R Price	Fuel for truck	£120.00
21 st August	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
21 st August			SSL Certificate - annual	£154.80
21 st August			Data storage and broadband	£39.60
21 st August	BACS	Staples	Stationery	£90.00
21 st August	BACS	Sage	Sagecover renewal payroll	£338.40
21 st August	BACS	Andrew Towlerton Ass.	Consultancy fee – Neighbourhood Plan	£720.00
21 st August	BACS	Biffa Waste	4 lifts and rental	£222.38
21 st August	DD	Talk Talk	Telephone August	£43.40
21 st August	BACS	Clarkes Cemetery Services	Grass Cutting	£835.00
21 st August			Verge Cutting	£395.00
21 st August			Gardening Services	£70.00
21 st August	DD	British Gas	Electric – parish clock	£95.98
21 st August	BACS	Waterplus	Shetland Road Pavilion	£32.98
21 st August	BACS	Waterplus	Cemetery	£24.70
21 st August	BACS	Bolsover District Council	Dog Bin Emptying	£464.83
			Total	£9206.22

(b) Financial Report

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

Current Account	£ 4,764.00
Reserve Account	<u>£144,156.58</u>
Total	<u>£148,920.58</u>

Date	CQ No:	Payee	Description	Amount
			September Total Salaries	£4180.50
18 th September	BACS	HMRC	PAYE & NI	£769.24
18 th September	BACS	DCC LGPS	Pension	£566.42
18 th September	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
			Data storage and broadband	£39.60
18 th September	BACS	PKF Littlejohn LLP	Audit Fee	£480.00
18 th September	BACS	Midshire	Meterage Charge	£148.22
18 th September	BACS	Woolley Moor Nurseries	Hanging Baskets 2018	£10,080.00
18 th September	BACS	Biffa Waste	5 lifts and rental	£264.38
18 th September	DD	Talk Talk	Telephone September	£40.72
18 th September	BACS	Clarkes Cemetery Services	Grass Cutting	£835.00
			Verge Cutting	£395.00

			Gardening Services	£70.00
18 th September	DD	British Gas	Electric – parish clock	£88.55
18 th September	BACS	The Knotweed Company	Treating knotweed - Sportsground	£156.00
18 th September	BACS	C F Corporate	Lease Rental	£158.95
18 th September	BACS	Andrew Towleron	Consultancy Support – Neighbourhood Plan	£1380.00
18 th September	BACS	Bolsover District Council	Extreme Wheels	£1950.00
18 th September	BACS	Time Assured	Repair to parish clock	£96.00
			Total	£21741.83

(b) Financial Report

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

Current Account	£ 4,000.00
Reserve Account	<u>£135,938.70</u>
Total	<u>£139,938.70</u>

(c) Completion of Audit 2017/2018

Notification had been received from PKF Littlejohn LLP that the Annual Audit of Accounts for 2017/2018 had now been completed and the certified Annual Return for the financial year ending 31 March 2018 had been received. On the basis of their review it was their opinion that the information contained in the annual return was in accordance with proper practices and no matters had come to their attention giving cause for concern.

(c) Payments by BACS

Copies of bank statements detailing BACS payments approved by Council in July 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 I Brentnall, R Heffer and P Trevelyan.

(d) Staffing Report

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

The meeting closed at 8:35 p.m.

Chairman.....

Date.....