

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 22nd January 2019 at 7.00pm

Present:

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

In attendance:

Mrs. R Price Parish Clerk, 1 member of the public

NON-EXEMPT ITEMS

0119/2058 Apologies for Absence

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

0119/2059 Declarations of Members Interests

There were no declarations of interest

0119/2060 Public Speaking

Members of the Public:

A Member reported that residents had been complaining that the new road restrictions were not being complied with at West View. There were real concerns that the illegal parking would soon cause an accident. It was agreed that DCC be contacted concerning enforcement of the parking restrictions.

Police:

The police were not present

County Council:

Cllr. Moesby submitted his apologies

District Council:

There were no District Council issues

0119/2061 Minutes of the Parish Council Meeting held on 20th November 2018

It was Proposed by Councillor Heffer, Seconded by Councillor Coupe and RESOLVED that the Minutes of the Parish Council meeting held on 20th November 2018 be approved as an accurate record, The minutes were duly signed by the Chairman.

0119/2062 Chair's Announcements

The Chair informed members that:

1. A Thank you message had been received from Tibshelf Community School for the IVenture Grant
2. Representatives of the Parish Council were invited to Bolsover District Council's Civic Service on 24th March at St Lawrence Church Whitwell
3. Statistics had been received detailing attendance at Extreme Wheels and enquiring as to whether the Council wished to participate in 2019. It was Proposed by Councillor Heffer, Seconded by Councillor Trevelyan and Resolved that the Parish Council fund Extreme Wheels sessions in 2019
4. The Parish and Town Council Liaison Forum would be held at DCC on 29th January 2019. The Chair and Vice Chair of the Council would attend
5. A notice of the cost of Servicing of Dog/Litter Bins had been received from BDC. It was Proposed by Councillor Beckett, Seconded by Councillor Heffer and Resolved that BDC continue to service the dog and litter bins in the parish for 2019/2020 at a cost of £882.31 plus VAT
6. A document had been received from the National Trust entitled 'Hardwick – 50 year vision'

0119/2063 Resources Committee – 8th January 2019

It was proposed by Councillor Beckett, seconded by Councillor Heffer and RESOLVED that the minutes of the Resources Committee held on 8th January 2019 be approved and that the following recommendation be resolved:

- a) That the budget for 2019/2020, as attached to these minutes be approved.
- b) That, following discussion by Members of the precept for 2019/2020 it was determined that, having regard to
- the reduction and imminent removal of the council tax grant,
 - the effect on Parish Council reserves,
 - the anticipated spend as detailed in the budget and
 - the small rise in the council tax base which mitigated some impact on Tibshelf council tax payers

a precept of £149,625 be levied with an additional £6,897 Council Tax Support grant funding making a total of £156,522. This would result in an additional £3,752 above the total of £152,770 received in 2018/2019. In 2018/2019 a Band D property in Tibshelf paid £121.69 per annum and this would increase by £2.26 to £123.95 per annum in 2019/2020.

Based on the estimated balance of £132,921 at bank at the end of the financial year 2018/2019, should the budgeted expenditure be spent in total, and assuming that the budgeted income was received in total, it was estimated that £38,228 would need to be taken from reserves leaving an estimated balance at bank at the end of the financial year 2019/2020 of £94,693.

0119/2064 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

December 2018

DATE	METHOD OF PAYMENT	PAYEE	DETAILS	AMOUNT
18 th December	BACS	Delta Cleaning	Cleaning supplies	£108.53
18 th December	BACS	E R Price	Petty Cash	£100.00
18 th December			Purchase sashlock	£11.99
18 th December	BACS	Worldpay	Transaction charges	£8.15
	TOTAL			£228.67

Balances at Bank 30th November 2018

Current Account	£12323.24
Reserve Account	£ 7734.59
Total	<u>£20057.83</u>

January 2019

DATE	METHOD OF PAYMENT	PAYEE	DETAILS	AMOUNT
15 th January	BACS	Worldpay	Transaction charges	£24.61
	TOTAL			£24.61

Balances at Bank 31st December 2018

Current Account	£12805.19
Reserve Account	£ 7735.90
Total	<u>£20541.09</u>

0119/2065 Neighbourhood Planning

The Clerk circulated notes of the last meeting of the Themed Group of the Neighbourhood Plan, held 4th December which had considered the draft Neighbourhood Plan. The Group had discussed commissioning a survey of a wildlife site by Derbyshire Wildlife and it was Proposed by Councillor Heffer, Seconded by Councillor Vardy and Resolved that the possible approximate cost of £250 be approved. The next meeting, which would be looking at filling in some of the gaps in the plan, was due to be held on Tuesday 29th January 2019.

0119/2066 Good Citizen Awards

It was agreed that this item be deferred for discussion to the next meeting

0119/2067 Section 106 monies

The Clerk circulated information to all members setting out details of Section 106 monies likely to be available for sport and recreation purposes.

Members discussed a possible project involving an extension to the pavilion. It was Proposed by Councillor Coupe, Seconded by Councillor Heffer and resolved that the Special Projects Officer from BDC be invited to the next meeting of the Parish Council to discuss the process, timescales and potential projects.

0119/2068 Production of Newsletter

Members discussed the benefits of the publication of Newsletters and it was agreed that they be reinstated as soon as the additional member of staff took up their post.

0119/2069 Parish Council Events

Members discussed plans for Parish Council events in 2019 and the following dates were agreed

Proms	September/October
Fireworks	2 nd November
Remembrance Sunday	10 th November
Christmas Market	16 th November
Christmas Lights	29 th November
Carol Concert	16 th December

0119/2066 Parish Church Christmas Tower Lights

The Clerk reported that there were some issues with the Church Tower Lights and that they required refurbishment/replacing. It was agreed that the volunteers be asked to submit some ideas and costings for the Parish Council to consider

0119/2067 Applications for Funding Support

There were no applications for funding support:

0119/2068 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, but that comments be submitted in relation to Application 019/00017/FUL – 1 Clover Court

The Parish Council raise no objections to the proposal. However, as the proposed extension would have an impact directly on to the street scene, they emphasize that it is important that conditions should include that all materials used are an exact match to existing.

0119/2069 Derbyshire Association of Local Councils

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

15/2018	<ul style="list-style-type: none"> • DALC Spring Seminar 2019 • Clerk Essential Training – 10 January 2019 – 10am – 12.30pm, Cromford • General Power of Competence Update • Exemption of Public Toilets from Business Rates – Support requested • Subscription fees 2019/20 • Latest Guidance on Accessibility to Websites and Mobile Devices • NALC Digital Mapping Toolkit • Weather Ready
16/2018	<ul style="list-style-type: none"> • National Salary Award 2019-2020 • Training Courses – 2019 • Spring Seminar 2019 • Christmas & New Year Office Closure
1/2019	<ul style="list-style-type: none"> • Index of Most Important Elements of 2018 DALC Circulars
2/2019	<ul style="list-style-type: none"> • Updated Legal Topic Notes • Section 137 expenditure • Parkrun consultation response • Clerk Essential Training Course • NALC – Loneliness Project • May Council Elections/Training

0119/2070 Parish Clerk's Report

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

Tibshelf Parish Council - Clerk's Report – December 2018

The following accounts are for payment from 21st November – 18th December 2018

Date	CQ No:	Payee	Description	Amount
			Total Salaries	£4236.10
3 rd December	BACS	Blackwell's Mapping Services	Mapping Software (approved by Council Nov 18)	£554.05
18 th December	BACS	HMRC	PAYE & NI	£765.64
18 th December	BACS	DCC LGPS	Pension	£566.42
18 th December	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
18 th December			Data storage and broadband	£39.60
18 th December	BACS	Biffa Waste	4 lifts and rental	£220.76
18 th December	DD	Talk Talk	Telephone December	£42.36
18 th December	BACS	Clarks Cemetery Services	Gardening Services	£70.00
18 th December	DD	British Gas	Electric – parish clock	£142.22
18 th December	BACS	E R Price	Christmas Staff gifts	£144.00
18 th December			Christmas gifts Santa & Elf	£27.50
18 th December			Wrapping Paper & cable ties	£12.20
			Fuel for truck	£120.00
18 th December	BACS	Councillor A Beckett	Goods for Christmas event + DJ	£70.00
18 th December	BACS	Waterplus	Water charges pavilion	£51.47
18 th December	BACS	Waterplus	Water charges cemetery	£31.30
18 th December	BACS	Staples	Stationery	£57.41
18 th December	BACS	Markovitz	Rock Salt	£1209.60
18 th December	BACS	C F Corporate	Lease rental photocopier	£158.95
			Total	£ 8562.83

(b) Financial Report

The Bank Balances at 31st October 2018 stood at: -

Current Account £ 4,000.00

Reserve Account £165,984.45

Total £169,984.45

Tibshelf Parish Council - Clerk's Report – January 2019

The following accounts are for payment from 19th December 2018 – 22nd January 2019

Date	CQ No:	Payee	Description	Amount
			Total Salaries	£4316.32
22 nd January	BACS	HMRC	PAYE & NI	£773.04
22 nd January	BACS	DCC LGPS	Pension	£566.42
22 nd January	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
22 nd January			Data storage and broadband	£45.60
22 nd January	BACS	Biffa Waste	4 lifts and rental	£222.38
22 nd January	DD	Talk Talk	Telephone December	£42.29
22 nd January	BACS	Clarkes Cemetery Services	Gardening Services	£70.00
22 nd January	DD	British Gas	Electric – parish clock	£196.23
22 nd January	BACS	Spire Workwear	Jackets & Polo shirts	£74.76
22 nd January	BACS	Hucknall & Linby Band	Christmas Carol Concert	£350.00
22 nd January	BACS	Frank Holmes	Organist – Carol Concert	£100.00
22 nd January	BACS	Bob Ganley	Electrics for tower lights	£39.95
22 nd January	5058	Sutton Scarsdale Handbell Ringers	Carol Concert - Donation to charity	£30.00
22 nd January	BACS	Bolsover District Council	Dog Bin Emptying	£258.24
22 nd January	BACS	Mr Robert Ganley	Installation of Church Christmas Lights	£40.00
22 nd January	BACS	Mr Keith Spencer	Installation of Church Christmas Lights	£40.00
22 nd January	BACS	Mr Stephen Ansell	Installation of Church Christmas Lights	£40.00
			Total	£ 7248.48

(b) Financial Report

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

Current Account	£ 4,000.00
Reserve Account	<u>£156,493.36</u>
Total	<u>£160,493.36</u>

(c) Payments by BACS

Copies of bank statements detailing BACS payments approved by Council in October and November 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 A Beckett, R Heffer and P Trevelyan

(d) Staffing Report

The Clerk submitted a report setting out details of staff toil during the months of June, July and August, September, October, November and December 2018 and holidays booked, sickness and office closures for August, September, October, November, December 2018 and January and February 2019

The meeting closed at 8:30 p.m.

Chairman.....

Date.....

	2018/2019	2018/2019	2018/2019		2019/2020	2017/2018
BUDGET	Budget	actual to date	estimated year end	variance	draft budget	actual
Income						
Bank interest receivable	£ 40.00	£ 65.54	£ 70.00	£ 30.00	£ 40.00	£ 34.48
Hanging Baskets & Planters - sponsorship	£ 900.00	£ 390.00	£ 390.00	-£ 510.00	£ 900.00	£ 780.00
Allotment rents	£ 100.00		£ 100.00	£ -	£ 100.00	£ 100.00
Pavilion lettings	£ 350.00	£ 28.00	£ 28.00	-£ 322.00	£ 350.00	£ 620.00
Football Club	£ 300.00	£ 300.00	£ 300.00	£ -	£ 300.00	£ 300.00
Tibshelf Band			£ 300.00	£ 300.00	£ 300.00	
Burial Fees - (10)	£ 2,000.00	£ 1,429.00	£ 1,800.00	-£ 200.00	£ 2,000.00	£ 3,072.00
Memorial Fees - (7)	£ 1,000.00	£ 605.00	£ 900.00	-£ 100.00	£ 1,000.00	£ 1,595.00
Sportsground Fees				£ -		
insurance claims				£ -		
Miscellaneous Income	£ 50.00	£ 338.00	£ 338.00	£ 288.00		£ 105.00
noticeboard				£ -		
Neighbourhood Plan grant		£ 11,650.00	£ 11,650.00	£ 11,650.00		
Precept	£ 152,770.00	£ 152,770.00	£ 152,770.00	£ -	£ 156,522.00	£ 141,343.00
Total Income	£ 157,510.00	£ 167,575.54	£ 168,646.00	£ 11,136.00	£ 161,512.00	£ 147,949.48
Transfer from Reserves	-£ 35,990.00	£ 61,061.05	£ 23,997.94		£ 38,238.00	-£ 20,098.25
	£ 193,500.00	£ 106,514.49	£ 144,648.06		£ 199,750.00	£ 168,047.73

	2018/2019	2018/2019	2018/2019		2019/2020	2017/2018
Expenditure	Budget	actual to date	estimated year end	variance	draft budget	actual
Salaries	£ 81,000.00	£ 52,616.85	£ 70,000.00	£ 11,000.00	£ 81,000.00	£ 78,936.96
Members Allowances	£ 2,300.00	£ 1,868.77	£ 1,869.00	£ 431.00	£ 2,300.00	£ 1,832.14
Quality Council				£ -		£ -
Administration	£ 15,000.00	£ 6,694.58	£ 11,700.00	£ 3,300.00	£ 15,000.00	£ 15,111.21
Computers/Office Furniture	£ 1,000.00		£ -	£ 1,000.00	£ 1,000.00	£ 1,620.65
Bus Shelters	£ 2,000.00	£ 2,142.00	£ 2,142.00	-£ 142.00	£ 2,000.00	£ 6,591.00
Cemetery	£ 9,000.00	£ 3,924.97	£ 4,000.00	£ 5,000.00	£ 12,000.00	£ 4,759.21
Planters	£ 500.00		£ -	£ 500.00	£ 750.00	£ 110.00
Highways and Litter Bins	£ 7,500.00	£ 4,289.36	£ 7,300.00	£ 200.00	£ 7,500.00	£ 6,807.20
Hanging Baskets	£ 12,000.00	£ 8,400.00	£ 8,400.00	£ 3,600.00	£ 12,000.00	£ 10,000.00
Lamp post testing	£ 1,000.00	£ 1,513.35	£ 1,513.35	-£ 513.35	£ 1,500.00	£ 948.30
Pavilion	£ 4,000.00	£ 1,612.56	£ 2,300.00	£ 1,700.00	£ 2,500.00	£ 2,253.44
Play areas equipment				£ -		
Outdoor play equipment				£ -		
Play Areas - maintenance	£ 7,000.00	£ 77.00	£ 77.00	£ 2,423.00	£ 7,000.00	£ 515.00
Parks and open spaces		£ 3,720.00	£ 4,500.00			£ 4,397.62
Motor Vehicle running costs	£ 2,500.00	£ 1,608.75	£ 2,300.00	£ 200.00	£ 2,000.00	£ 2,143.03
Village Hall	£ 1,000.00	£ 635.47	£ 700.00	£ 300.00	£ 1,000.00	£ 970.20
Community Gym	£ 10,000.00	£ -	£ -	£ 10,000.00	£ 12,000.00	£ 1,875.30
Cost of Democracy	£ 1,000.00	£ -	£ -	£ 1,000.00	£ 3,000.00	£ -
Crime Prevention	£ 3,000.00	£ 3,263.38	£ 3,263.38	-£ 263.38	£ 3,500.00	£ 3,000.00
Employees expenses	£ 500.00	£ 94.75	£ 200.00	£ 300.00	£ 500.00	£ 652.23
Training	£ 300.00	£ -	£ -	£ 300.00	£ 300.00	£ 95.00
Allotments	£ 250.00	£ -	£ -	£ 250.00	£ 250.00	£ -
Legal costs (provision)	£ 1,000.00	£ -	£ -	£ 1,000.00	£ 1,000.00	£ -
Repair and Replacement	£ 5,000.00	£ -	£ -	£ 5,000.00	£ 5,000.00	£ -
Grants	£ 7,000.00	£ 750.00	£ 3,750.00	£ 3,250.00	£ 7,000.00	£ 3,670.00
Community Activities	£ 1,500.00	£ 227.10	£ 250.00	£ 1,250.00	£ 2,500.00	£ 82.60
Flagpole	£ 100.00	£ -	£ 100.00	£ -	£ 100.00	
Remembrance	£ 3,000.00	£ 1,336.58	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,284.00
Christmas Lights	£ 4,000.00	£ -	£ 4,000.00	£ -	£ 4,000.00	£ 14,002.15
& Event	£ 800.00	£ 511.62	£ 700.00	£ 100.00	£ 800.00	£ 581.64
Carol Service	£ 1,200.00	£ -	£ 1,200.00	£ -	£ 1,200.00	£ 768.00
TCA fireworks	£ 4,000.00	£ 3,333.33	£ 3,333.33	£ 666.67	£ 4,000.00	£ 3,361.93
Youth Activities	£ 1,500.00	£ 1,950.00	£ 1,950.00	-£ 450.00	£ 2,000.00	£ -
Reserves				£ -		£ -
Community Defib	£ 250.00	£ -	£ -	£ 250.00	£ 250.00	
CCTV hardware				£ -		£ -
CCTV recurring				£ -		£ -
Parish Clock	£ 1,800.00	£ 1,044.07	£ 1,600.00	£ 200.00	£ 1,800.00	£ 1,678.92
Queens 90th				£ -		£ -
Village Hall Refurb				£ -		
Doe Hill Country Park				£ -		
Neighbourhood Planning	£ 1,500.00	£ 4,900.00	£ 6,000.00	-£ 4,500.00	£ 1,500.00	
Suspense & misposting						£ -
TOTAL EXPENDITURE	£ 193,500.00	£ 106,514.49	£ 144,648.06	£ 48,851.94	£ 199,750.00	£ 168,047.73