

**Minutes of the MEETING of The ANNUAL MEEETING of TIBSHELF PARISH COUNCIL
held in The Parish Meeting Room, Tibshelf Village Hall, 110 High Street, Tibshelf. DE55 5NU
on Tuesday 21st May 2019 at 7.10pm**

Present:

Cllrs: A Beckett, I Brentnall, M Coupe, G Foley, R. Heffer, K Salt MBE, R. Vaughan, D S Watson, C Whitehead and S E Wood

In attendance:

Mrs. R. Price, Parish Clerk, Councillor C Moesby (DCC), one member of the public

NON EXEMPT ITEMS

0519/2105 Election of Chair for 2019/20

It was Proposed by Councillor G Foley, Seconded by Councillor s Wood and RESOLVED that Councillor A Beckett be elected Chairman of Tibshelf Parish Council for the ensuing year 2019/20.

0519/2106 Acceptance of Office – Chair

Cllr. Beckett took the Declaration of Acceptance of Office for Chairman of Tibshelf Parish Council.

0519/2107 Election of Deputy Chair

It was Proposed by Councillor Heffer, Seconded by Councillor Foley and Resolved that Councillor R Vaughan be elected as Deputy Chairman of Tibshelf Parish Council for the ensuing year 2019/20.

0519/2108 Acceptance of Office – Deputy Chairman

Cllr. Vaughan took the Declaration of Acceptance of Office for Vice Chairman of Tibshelf Parish Council.

0519/2109 Apologies for Absence

An apology for absence was received from Councillor P Billington

0519/2110 Declarations of Members Interests

There were no declarations of interest

0519/2111 Public Speaking

Members of the Public

A member of the public again referred to the ongoing problems created by illegal parking in the West View area. There were also problems on Doe Hill Lane but there were no parking restrictions on this road so this could not be covered by civil parking officers. It was agreed that photographs of vehicles obstructing the footpath be forwarded to the Clerk who would pass them to the Safer Neighbourhood Team.

Councillor Watson raised an issue about dogs being walked on the Shetland Road Recreation Ground which had byelaws in place forbidding dogs on the grounds. It was agreed that an item be placed on the next parish council agenda. Councillor Beckett referred to an incident at the rear of the flats on High Street when a large bonfire had been set close to the village hall. The fire brigade had had to be called and the incident had been reported to the District Council.

Police:

The Police were not present. Members referred to recent break ins at a commercial property in the village. The Clerk was asked to contact the police to see if there could be representation at the next meeting.

County Council:

Cllr. Moesby was present and submitted the following report:

Annual Parish Council Meeting – Tibshelf Parish Council 21st May 2019

At Annual Council he had been appointed to several committees including HS2 Mitigation Group, Doe Hill Liaison and Green Issues

He referred to the Council Plan and a section on 'Have your Say' – inviting comments on the plans for the future

He asked for the Parish Council's support in following up complaints about obstruction caused by construction traffic at the top of Staffa Drive

There were grants available for local community groups from his Community Leadership Fund

District Council:

Councillor Watson reported that negotiations were still underway at BDC to determine the make up of the Executive and Committees

0519/2112 Minutes of the Meeting held on 16th April 2019.

It was proposed by Councillor Heffer, seconded by Councillor Coupe and RESOLVED that the Minutes of the Council meeting held on 16th April 2019, be approved as an accurate record and were duly signed by the Chairman.

0519/2113 Calendar of Council Meetings 2019/20

It was Proposed by Councillor Heffer, seconded by Councillor Coupe and Resolved that the Calendar of Meetings attached to these minutes be approved.

0519/2114 Appointment of Committees 2019/2020

It was Proposed by Councillor Beckett, Seconded by Councillor Heffer and Resolved that the following Committees be established for 2019/2020

- Resources Committee to meet Bi Monthly
- Village Hall Management Committee – to meet quarterly
- Youth Provision and Events Working Group – first meeting to be held prior to a Parish Council meeting
- S106 and Active Communities Working Group – first meeting to be held prior to a Parish Council meeting

0519/2115 Membership of Committee Meetings and Working Groups 2019/2020

It was Proposed, Seconded and Resolved that the Membership of Committees and Working Groups be as set out on the appendix to these Minutes

0519/2115 Appointment of Representatives to the Neighbourhood Plan Steering Group

It was Proposed, Seconded and Resolved that the following members be appointed to the Neighbourhood Plan Steering Group:

Councillors A Beckett, P Billington, I Brentnall, M Coupe, R Vaughan, D S Watson and S E Wood

0519/2116 Appointment of Representatives to Bolsover Partnership – Parish Council Liaison

It was Proposed, Seconded and Resolved that Councillor C Whitehead and Councillor K M Salt be appointed as the parish council's representatives to the Bolsover Partnership Parish Council Liaison

0519/2117 Chair's Announcements

The Chair reported:

- A request to use the Village Hall carpark for Open gardens on 13th July. It was Proposed by Councillor Heffer, Seconded by Councillor Brentnall that this be approved
- Information from DCC on an Anti Social Behaviour Campaign
- The availability of grant aid from the Derbyshire County Council Action Grants Scheme
- An invitation to hold an event for VE Day 75 in 2020
- A report from Councillor Brentnall concerning bodies of 4 British soldiers found during excavations in France, one of whom was from Tibshelf. There are plans for their remains to be buried in Commonwealth Graves in France and it was Proposed by Councillor Heffer,

Seconded by Councillor Coupe that Councillor Brentnall represent Tibshelf Parish Council at the ceremony.

0519/2118 Village Hall Financial Report

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

MAY 2019

DATE OR INVOICEz\	METHOD OF PAYMENT	PAYEE	DETAILS	AMOUNT
24 th April	BACS	Phil Cotterill	Repairs to toilets	£31.00
30 th April	BACS	Worldpay	Transaction charges	£12.55
9 th May	BACS	Delta Cleaning Services	Cleaning materials	£67.74
3 rd April	BACS	Delta Cleaning Services	Cleaning materials	£83.16
21 st May	BACS	E R Price	Petty Cash	£100.00
	TOTAL			£194.45

Balances at Bank 31st April 2019

Current Account	£14,637.38
Reserve Account	£ 7,740.99

Total	£22,378.37

0519/2119 General Power of Competence

In accordance with the requirements of the legislation, and with confirmation that all criteria were still met, it was Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved that Tibshelf Parish Council continue to adopt the General Power of Competence.

0519/2120 Code of Conduct

It was Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved that the Tibshelf Parish Council continue to adopt the Code of Conduct without amendment. The Code of Conduct was circulated to all members who signed that they had received a copy.

0519/2121 Risk Analysis 2019/2020 and Financial Risk Assessment 2019/2020

It was Proposed by Councillor Coupe, Seconded by Councillor Heffer and Resolved that the Tibshelf Parish Council approve the Risk Analysis 2019/2020 and Financial Risk Analysis 2019/2020

0519/2122 Standing Orders and Financial Regulations

Copies of Standing Orders and Financial regulations were distributed to all members. It was agreed that these be reviewed at a future meeting

0519/2123 Neighbourhood Plan – Meeting 7th May 2019

Members received and noted a copy of the notes of the above meeting. A consultation event was due to be held on 14th and 15th June at St John the Baptist Church

0519/2124 Applications for Funding Support

There were no applications for funding support

0519/2125 Planning

It was Proposed, Seconded and Resolved that no comments be submitted in respect of the applications on the distributed list except in relation to 19/00211/FUL – The Ranch, Brooke Street, Erection of gate and fence 1200mm high at the top of the drive for the ranch leading into Brooke Street, consist of fencing 2m wide hit and miss style fencing either side of a 4m farm gate galvanized 5 bar – the Council had some concerns about the ownership of the land and the ability to gain access to the lamppost on the land.

0519/2126 Derbyshire Association of Local Councils

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

5/19	<ul style="list-style-type: none"> • DALC Excellence Awards – Year 2 – launch today • Internal Audit Check List • External Audit • Data Protection – clarification of Councillor exemption to paying a separate Data Protection fee • Adverse Publicity for Parish and Town Councils • Training courses •
6/19	<ul style="list-style-type: none"> • DALC Spring Seminar 2019 – A huge success • Precept increases for Parish & Town Council Sector across the country • Community Infrastructure Levy (CIL) Legal Briefing • Plunkett trusteeships • Police and Crime Commissioner Spring Newsletter • Funding streams currently available • Changes to pension credit • Derbyshire Lamp Post Poppy 2019 •
7/19	<ul style="list-style-type: none"> • DALC Excellence Awards – Year 2 • Community Organising Training – change of date • Summary of House of Lords Select Committee Report on the Rural Economy • Town and Parish Council VE Day 75 – 8 May 2020 • Use of the Council Seal • Councillor Essential Training Course – 3 July 2019 •

0519/2127 Parish Clerks Report.**(a) Accounts for Payment**

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

Date	CQ No:	Payee	Description	Amount
15 th May			Total Salaries	£4624.50
1 st May	Chq 5060	Post Office	Vehicle tax – parish truck	£145.75
21 st May	BACS	HMRC	PAYE & NI	£816.59
21 st May	BACS	DCC LGPS	Pension	£600.22
21 st May	BACS	AML (Midlands) Ltd	Office 365 & Cloudcare	£43.25
21 st May			Broadband and data storage	£45.60
			Annual website hosting	£84.00
21 st May	BACS	Biffa Waste	4 lifts and rental	£241.16
21 st May	DD	Talk Talk	Telephone April	£42.44
21 st May	BACS	Clarks Cemetery Services	Gardening Services	£70.00
			Grass cutting	£835.00
			Verge cutting	£395.00
21 st May	DD	British Gas	Electric – parish clock	£128.76
21 st May	BACS	DALC	Annual Subs	£768.52
21 st May	BACS	Bolsover District Council	Dog bin emptying	£258.24
21 st May	BACS	E R Price	Reimburse purchase flag	£7.99
21 st May	BACS	Staples	Stationery	£109.07
21 st May	BACS	AML (Midlands) Ltd	Annual SSL Certificate renewal	£131.58
21 st May	BACS	Janice Jackson	Audit Fee	£60.00
21 st May	BACS	CF Corporate	Photocopier lease rental	£158.95
21 st May	BACS	Sage Cover	Annual fee Sage Cover Extra	201.60
			Sub Total	£9768.62
		Neighbourhood Plan Expenditure – grant aided		
17 th April	BACS	A Towleron	Consultancy fees – December	£960.00
			Consultancy fees – February	£660.00
21 st May			Consultancy fees - April	£540.00
21 st May	BACS	Roy Nadin	Posters	£128.70
21 st May			Folded notes	£338.40
21 st May	BACS	Main Event	Purchase of exhibition display boards	£1483.20
21 st May	BACS	S Haddock	Reimburse foamcore, paper, printer ink, sticky notes, banner flag, adhesive and tape	£627.31
21 st May	BACS	A Towleron	Consultancy fees	£2520.00
21 st May	BACS	E R Price	Reimburse - Lanyards	£13.20
			Subtotal Neighbourhood Plan	£7270.81
			Grand Total	£17039.43

(b) Financial Report

The Bank Balances at **30th April** stood at: -

Current Account	£ 4,000.00
Reserve Account	<u>£ 204,132.24</u>
Total	<u>£ 208,132.24</u>

NB – Half year precept of £78,261.00 received 30 April

(c) Staffing Report

The Clerk submitted a report setting out details of staff toil from Sept 2018 – April 2019 and holidays booked, sickness and office closures fro January to July 2019

The meeting closed at 8:45 p.m.

Chairman.....

Date.....

TIBSHELF PARISH COUNCIL CALENDAR OF MEETINGS 2019/2020

PARISH COUNCIL MEETINGS

(* Parish Council Meetings are normally held on the 3rd Tuesday of each month – excluding August – exceptions are the starred meetings in September 2019 and February 2020)

18th JUNE 2019

16th JULY 2019

No Meeting in August

3rd SEPTEMBER 2019*

15th OCTOBER 2019

19th NOVEMBER 2019

17th DECEMBER 2019

21st JANUARY 2020

11th FEBRUARY 2020*

17th MARCH 2020

21st APRIL 2020

ANNUAL ASSEMBLY AND ANNUAL PARISH COUNCIL MEETING

19th MAY 2020

COMMITTEE MEETINGS

(provisional dates)

RESOURCES COMMITTEE

(comprising Amenities, Personnel and Audit Committee)

25th June 2019, 3rd September 2019, 19th November 2019, 14th January 2020, 17th March 2020, 12th May 2020

VILLAGE HALL MANAGEMENT COMMITTEE

25th June 2019, 15th October 2019, 14th January 2019, 21st April 2019

TIBSHELF PARISH COUNCIL
SUB-COMMITTEE STRUCTURE 2019/20

Councillor	Resources (comprises Amenities, Personnel and Audit)	Village Hall	Neighbourhood Plan	S106 and Active Communities Working Party	Youth Provision and Events Working Party
A. E. Beckett (Chair)	X	X	X	X	X
P Billington	X		X	X	
I J Brentnall	X		X	X	
M. Coupe	X		X	X	
G. M. Foley	X			X	
R. A. Heffer	X	X		X	
K M Salt MBE	X	X	X	X	X
R. Vaughan (Vice Chair)	X	X	X	X	X
D S Watson	X		X	X	X
C Whitehead	X	X		X	
S E Wood	X	X	X	X	X
Appointee – Outside bodies invited to nominate representatives	Allotment Society Football Club	Regular Users			
Current representation					
Councillor membership	11	6	8	11	5

The Chair and Vice Chair of the Council are ex officio members of all Committees and are included in the Councillor membership.