

**Minutes of the MEETING of TIBSHELF PARISH COUNCIL
held in the Village Hall, Tibshelf and remotely via Zoom,
on Tuesday 15th September 2020 at 7.00pm**

Present:

Councillors A Beckett, P Billington, I Brentnall, M Coupe, G Foley, R Heffer (Zoom), K Salt MBE, D S Watson, C Whitehead (Zoom), S Wood.

In attendance:

Parish Clerk, Projects and Communications Officer.
3 members of the public (2 in attendance, 1 via Zoom).

NON-EXEMPT ITEMS

0920/2344 Apologies for Absence

Apologies for absence were received from Cllr R. Vaughan (work).

RESOLVED to approve the apology received.

Proposed by Cllr. S. Wood, seconded by Cllr C. Whitehead, to accept the apology and reason. ALL in favour.

0920/2345 Declarations of Members Interests

Declarations of Interest were received from Councillors M. Coupe and D. Watson, in respect of Minute Number 2348 – discussions on the Funding Application for Tibshelf Green Bunch. As the declaration was considered non statutory and non-pecuniary, they remained in the meeting for the discussion but took no part in the vote.

0920/2346 Public Speaking

Angie Tolley introduced the newly formed Tibshelf Green Bunch – comprising a charitable group of friends, primarily aiming to plant 15000 spring bulbs (daffodil / crocus / snowdrop, along with tools to do the planting on a continuing usage) to enhance various locations within the village. There would also be assessments and fertilisation of the selected areas as required. The District Council cutting teams had been consulted and mowing would avoid the selected areas. Donations were being sought from various sources, including the Parish Council to whom an application for £2000 was sought.

The Chairman thanked the representative for their proposal, and stated the application would be considered at the Chairman's announcements item within the meeting.

Update from District Councillors:

Cllr D. Watson stated that any updates could be held over to a future meeting of the Council.

0920/2347 Minutes of the Parish Council Meeting held on 11th August 2020

it was proposed by Cllr K. Salt and seconded by Cllr S. Wood and RESOLVED that, the Minutes of the Meeting of Tibshelf Parish Council held on 11th August 2020 be approved as an accurate record.
ALL in favour.

0920/2348 Chair's Announcements

The Chairman referred to the pending Grant Application of Tibshelf Green Bunch for spring bulb planting that was made during the public session. Discussion followed about the group's constitution, finance availability and applications, concerns over the potential loss of display by cutting regime, and whether the "lift spirits" fund from Bolsover District Council could be utilised.

RESOLVED to allocate the sum of £2000 in full, from the Council Grant Fund, with specific reference in publicity that the venture was supported by the Parish Council.

Proposed by Cllr R. Heffer, seconded by Cllr K. Salt, 8 voted in favour.

(2 Councillors declared a non-statutory interest and did not take part in the vote).

0920/2349 Poppies and silhouettes for the Parish for Remembrance in November 2020

As Remembrance Day approached, it was suggested that the supply of poppies be checked and assessed for damaged items. Members suggested that the soldier silhouettes would be an appropriate addition to the display (this would have to be via an alternative supplier for the metal silhouettes as the Royal British Legion no longer provide the items).

RESOLVED Council Members agreed to investigate suppliers and pass information to the office.

Proposed by Cllr A. Beckett, seconded by Cllr K. Salt, ALL in favour.

0920/2350 NALC Model Grievance Procedure incorporating the Ledbury Principle

The NALC model Grievance Procedure was circulated and it was

RESOLVED

To adopt this revised Procedure, incorporating the legal procedure surrounding the Ledbury principle, subject to adjustment as necessary to meet the requirements of the Parish Council.

Proposed by Cllr M. Coupe, seconded by Cllr D. Watson, ALL in favour.

0920/2351 Parish Cemetery - update of seat / bench contact details held by the Council.

Cllr K. Salt stated that the Parish record of benches and seats owners contact information at the Cemetery required update.

Additionally, there was reference to a redundant storage container near the top corner of the cemetery that was in poor repair and no longer required.

RESOLVED (a) that the contact information update be undertaken,
(b) that a contractor be sourced to remove the redundant storage area.

Proposed by Cllr K. Salt, seconded by Cllr M. Coupe, ALL in favour.

0920/2352 Cracking to the outer wall of the pavilion in Shetland Road

The Clerk updated the meeting that there had been a crack developing on the outer wall brickwork facing the recreation ground. At the present time the officers were sourcing contractors to investigate further, Members were requested to be mindful that depending upon the severity there may be implications of the building structure.

NOTED

0920/2353 To consider undertaking tree surveys at the Shetland Road sports ground

The Chairman suggested that there had been a time lapse of approximately 3 – 4 years since the last tree inspection at the Recreation Ground. The land area and trees within are under the Council management and therefore due once again..

RESOLVED To engage a suitable contractor to undertake the tree inspections.

Proposed by Cllr S. Wood, seconded by Cllr I. Brentnall, ALL in favour.

0920/2354 Neighbourhood Plan – update and review

Cllr Coupe stated that there would be another meeting scheduled for early October. Discussion followed over issues raised following a Facebook posting, which potentially led to confusion for the public regarding the purpose of the Plan. Discussion also followed over the potential for 90 houses on the old school site and how this would affect the village in the future.

NOTED

0920/2355 Meeting Schedule for forthcoming months

The meeting schedule for the following months (October 2020 to May 2021) was viewed and discussed.
NOTED

0920/2356 Lease for the football club for use of the Recreation Ground

The Chairman had been contacted by the Tibshelf Football club, regarding the outstanding Lease which was required in order for them to retain their Chartered status. Discussion followed, regarding access to the site for both teams and the delay in a suitable date and time for a meeting of the working party.

RESOLVED That in order for the Charter status to progress, a rolling one year Lease be prepared for Tibshelf Football Club.

Proposed by Cllr A. Beckett, seconded by Cllr P. Billington. 8 voted in favour. 2 Members abstained.

0920/2357 Clerk update

The Clerk updated on items that were ongoing :

Consideration of the problems with the outside wall at the Pavilion.
External audit – concluded and issued to PKF Littlejohn Accountants within the timelines laid down.
Christmas lights for 2020; source supplies in conjunction with R. Ganley.
Website access – compatibility checks undertaken in conjunction with the Projects Officer and the Council I.T. service provider.

0920/2358 Communications and Projects Officer - update

The Communications and Projects Officer said that there had been 62 responses received to the Parish Survey. There would be an update in the next Parish Newsletter, scheduled to be produced and printed in October with the normal delivery methods via Tibshelf Scouts.
The requirement for the Council Website to be accessible for anyone with disabilities had been concluded with the I.T. Service provider, who had confirmed the requirements were being met.
In addition, hyperlink issues feeding to documents on the Website had also been rectified.

NOTED

0920/2359 Forthcoming public events and implications within Covid restrictions

Firework event : 31 October 2020

This event was cancelled.

Remembrance : Sunday 08 November 2020

Due to the Covid restrictions, it would not be possible to have the normal style event – but a much reduced one outside. The service would incorporate a wreath laying at the memorial, and a reading of the names of the fallen by Cllr I. Brentnall.

The Hucknall and Linby Brass Band would not be able to perform as normal under the present restrictions (Clerk to notify the lead contact).

(9.00 pm : Suspension of Standing Orders : In order for the Meeting to continue past the timeline)

RESOLVED

Proposed by Cllr A. Beckett, seconded by Cllr S. Wood, ALL in favour.

Christmas Market : Saturday 21 November 2020

This event was cancelled.

Christmas Lights switch on : Friday 04 December 2020

Unable to proceed in normal way of attendance by the public, but the Council were keen that the lights would still be a focal point for the village without an official ceremony. The switch on date was amended to 01st December 2020.

Christmas Carol Concert : Monday 21 December 2020

Unlikely to be able to proceed, but keep open for review moving forward in October and November. The Council would continue to be guided by the Parochial Church Council.

NOTED

0920/2360 Exclusion of Public accessing the meeting – confidential items

RESOLVED

That due to the confidential nature of the business to be discussed, the public be excluded from the meeting at this point.

Proposed by Cllr A. Beckett, seconded by Cllr S. Wood, ALL in favour.

0920/2361 Staff recruitment – Administration Assistant

The recruitment panel had conducted the interviews for the position of Administration Assistant. Following the unanimous decision the position had been offered to Sharon Metcalfe, who had accepted and was able to commence on 7th September.

RESOLVED To ratify the decision of the Recruitment Panel

Proposed by Cllr K. Salt, seconded by Cllr S. Wood, ALL in favour.

0920/2362 Additional “ad hoc” hours for administrative support

Due to Covid issues there was outstanding work items, and a proposal to update the Cemetery records which needed investigating with regards the existing computer program in operation. The position would be offered to one of the other unsuccessful candidates at interview, on a short term basis until December 2020 at 5.00 hours per week.

RESOLVED

Proposed by Cllr I. Brentnall, seconded by Cllr M. Coupe, ALL in favour.

0920/2363 Agreement of the 2020 NJC Salary Scales effective April 2020

The meeting were informed that the National Joint Council had agreed the annual increase to the Scales from April 2020. Tibshelf Parish Council operate the pay scales for all staff at the Council.

RESOLVED

That the pay rates be increased as listed on the document

Proposed by Cllr M. Coupe, seconded by Cllr I. Brentnall, ALL in favour

0920/2364 Revised pay rate for staff member

One staff member was on a pay scale which was disproportionate in relation to other staff, with regards the to the seniority of the person’s position held.

RESOLVED To increase the staff salary scale by 2 points.

Proposed by Cllr A. Beckett, seconded by Cllr S. Wood, ALL in favour

The meeting closed at 9:25 p.m.

Chairman.....

Date.....