

**MEETING of TIBSHELF PARISH COUNCIL-held remotely via Zoom,
on Tuesday 16th February 2021 at 7.00pm**

MINUTES

Present:

Councillors A Beckett, P Billington (from Item 0221/2445), I Brentnall, M Coupe, G Foley, R Heffer, K Salt MBE, R Vaughan, D S Watson.

In attendance:

Parish Clerk / R.F.O.
Communications and Projects Officer
Cllr C. Moesby (Derbyshire County Council)

1 member of the public-Locum Parish Clerk

NON-EXEMPT ITEMS

0221/2437 Apologies for Absence

Apologies for absence were received from Cllrs C. Whitehead and S. Wood. Moved: to accept the apologies. Proposed by Cllr I. Brentnall, seconded by Cllr A. Beckett, ALL in favour.

0221/2438 Declarations of Members Interests

None declared

0221/2439 Public Speaking

Cllr C. Moesby referred to an ongoing survey for ANPR (Automatic Number Plate Recognition). The survey sought residents' views and he would forward on to the Clerk for distribution.

Cllr Moesby still had some funding available for community groups.

The highway issue raised at a previous meeting had been resolved. However, potholes were a continual problem.

Cllr A. Beckett raised the subject of fly tipping on Sawpit Lane, continuing issues which necessitated a gate to prevent anti-social behaviour. Cllr Moesby suggested making reference from the Parish Council of all issues, emailing him with details in order for him to make a case.

There were no reports from Bolsover District Councillors.

0221/2440 Minutes of the Parish Council Meeting held on 15th December 2020

Cllr D. Watson queried why her request for a recorded vote had not been rectified on the Minutes. The Projects and Communications Officer said he had re-run the audio recording of the meeting and there was no record of a recorded vote being requested; it may have been made at a different meeting.

Subject to an amendment regarding one of the attendees at that meeting, it was proposed by Cllr I. Brentnall and seconded by Cllr A. Beckett

RESOLVED that the minutes of the Meeting of the Council held on 20th December 2020 be approved as an accurate record. 7 Members voted in favour, 1 Member abstained.

0221/2441 Minutes of the Parish Council Meeting held on 19th January 2021

Subject to two amendments regarding the names of the attendees, it was proposed by Cllr I. Brentnall, seconded by Cllr A. Beckett and **RESOLVED** that the minutes of the Meeting of the Parish Council held on 19th January 2021 be approved as an accurate record. 8 Members voted in favour.

0221/2442 Minutes of the Extraordinary Parish Council Meeting held on 27th January 2021

Proposed by Cllr I. Brentnall, seconded by Cllr A. Beckett and **RESOLVED** that the minutes of the Extraordinary Parish Council Meeting held on 27th January 2021 be approved as an accurate record. 7 Members voted in favour, 1 Member abstained.

0221/2443 Minutes of the Extraordinary Parish Council Meeting held on 2nd February 2021

Proposed by Cllr I. Brentnall, seconded by Cllr A. Beckett and **RESOLVED** that the minutes of the Extraordinary Parish Council Meeting held on 2nd February 2021 be approved as an accurate record. 8 Members voted in favour.

0221/2444 Minutes of the Village Hall Sub Committee Meeting held on 27th January 2021

Proposed by Cllr R. Vaughan, seconded by Cllr A. Beckett and **RESOLVED** that the minutes of the Village Hall Sub Committee Meeting held on 27th January 2021 be approved as an accurate record. 8 Members voted in favour.

(Cllr P. Billington joined the Meeting)

0221/2445 Minutes of the Resources Committee Meeting held on 10th February 2021

One Member sought clarification over the payments made to the Clerk and R.F.O. at termination of employment, and sums involved for accrued holiday pay and time in lieu.

(The Council requested that the Public were temporarily excluded from the meeting at this point).

The record of this discussion is therefore moved to the Exempt section of the minutes

(The Public were re-admitted to the meeting)-(Cllr K. Salt left the meeting for a short time)

It was proposed by Cllr I. Brentnall and seconded by Cllr P. Billington and **RESOLVED** that the minutes of the Meeting of the Resources Committee held on 10th February 2021 be approved as an accurate record. 7 voted in favour, nil voted against, 1 Member abstained.

0221/2446 Chairman's Announcements

The Chairman referred to her comments made in the public session to Cllr C. Moesby regarding fly tipping. She also brought to everyone's attention that presently, on 7th May 2021, the legislation regarding remote meetings is due to cease. There has been no official line as yet, whether the legislation will be extended but D.A.L.C. and other organisations are lobbying to gain an extension.

0221/2447 Minutes of the Neighbourhood Plan Steering Group held on 1st February 2021

Cllr M. Coupe explained that the Heritage Asset List was currently being finalised. The list did not preclude any resident from home improvements, etc, as this particular list does not work in the same way as Listed Building status. Cllr P. Billington raised a couple of questions which would be addressed at a future meeting of the steering group and replies circulated back. The meeting minutes were **NOTED**.

0221/2448 Resident's request for additional Grit Bins at two locations:

(a) Lincoln Close (top side) (b) Tiree Close

Two requests for additional bins had been received. The Clerk stated that the smaller bins (200 litre capacity, 12 grit bags) and 350 litre capacity (20 bags) had been priced at £131.00 and £155.43 from a supplier. **RESOLVED** to purchase two bins for the locations, 350 litre capacity at £155.43 each. In addition, to seek suitable signage to indicate who owned the bins and incorporate clause that the contents are for highway use only. Proposed by Cllr P. Billington, seconded by Cllr I. Brentnall, ALL in favour.

0221/2449 Grant funding application: 3rd Tibshelf Scout and Guide Group

A funding application had been received, with the group's income down due to lack of events and meetings from the pandemic restrictions. **RESOLVED** to grant the sum of £1,000 to the group.

It was further agreed that the funding sum be allocated from funding received from Bolsover District Council, in respect of Covid support. Proposed by Cllr R. Heffer, seconded by Cllr M. Coupe, ALL in favour.

0221/2450 Grant funding application : Tibshelf Playgroup

The Group Leader had contacted the Chairman to request deferral until a future meeting. **NOTED**

0221/2451 Request from Pilsley Parish Council for provision of a bus shelter at the stop near Staffa Health building

The Chairman had received an approach from Pilsley Parish Council. The imminent closure of the Pilsley surgery would mean travel to Tibshelf for their treatment and use of the Staffa Health building, some via public transport. At present there is no shelter available at the bus stop. Costs of £4,000 would be met by Pilsley Parish Council and Derbyshire County Council. Members queried the ongoing shelter maintenance costs. Concerns were that Tibshelf would end up footing any bill for repairs, etc.

RESOLVED that the council support the proposal of Pilsley Parish Council, providing that the shelter maintenance costs are fully met by Pilsley Parish Council or Derbyshire County Council.

Proposed by Cllr R. Heffer, seconded by Cllr M. Coupe, ALL in favour.

0221/2452 Income and Expenditure reports for January 2021

The reports were presented. The Clerk explained that the sum of £900 to Bolsover District Council related to outreach work by the Youth Teams in the summer, which replaced the Extreme Wheels sessions. **RESOLVED** to accept the reports. Proposed by Cllr A. Beckett, seconded by Cllr I. Brentnall. 7 voted in favour, nil voted against, 1 Member abstained.

0221/2453 PKF Littlejohn Auditors – Final report of External Audit from 2019/2020

The Clerk informed the meeting that the final audit report had been received from PKF Littlejohn Auditors. Following resolution of some queries raised, the Clerk was pleased the Council had received an unqualified audit for the year. **NOTED**

(Cllr K. Salt re-joined the meeting)

0221/2454 Update from Communication and Projects Officer

The Communication and Projects Officer updated that later in the month preparation would begin for the Spring/Summer edition of the newsletter which may involve a joint issue due to the ongoing health restrictions in place affecting deliveries. In addition, he was examining the policies for updates where required, some of which were approaching the conclusion of their four-year term.

NOTED

0221/2455 Update from The Clerk

The Clerk updated that, following conclusion of the budget setting process, and the engagement of a Locum Clerk he had been working closely with them on a 'handover' of duties. As this was his last meeting of the Council, he wished everyone well moving forward.

The Chairman thanked the Clerk for his work during a difficult year and wished him well for the future.

NOTED

EXEMPT ITEMS

0221/2456 Exclusion of the Public and Press

Due to the confidential nature of the discussions to follow.

Proposed by Cllr A. Beckett, seconded by Cllr I. Brentnall, ALL in favour.

0221/2457 Explanation of Locum Clerk hours

Following the previous meeting of the Resources Committee, the sourced Locum Clerk had been approached and agreed to assist the Council for a short term across the recruitment period of a new Clerk and Responsible Finance Officer.

The Chairman stated that the discussions regarding the pay rate with D.A.L.C. led towards a

minor adjustment, to equate the rate to an NJC spine point rate.

The Locum Clerk would be working Monday, Tuesday and Thursday 10.30am to 3.30pm which totaled 16.50 hours per week, plus any evening meetings when these occurred. **NOTED**

0221/2458 Grievance raised – conclusion from Bolsover District Council Monitoring Officer / recommendations made

The Chairman highlighted the following items, resulting from the conclusion of the grievance raised that was not upheld after review and investigation by the Monitoring Officer:

(a) An update of policies and procedures - to include Social Media. Bolsover D.C. had provided their Social Media Policy, which the Projects and Communications Officer would amend as appropriate and circulate prior to formal adoption by the Parish Council.

Councillor D. Watson stated that Council Members would need sufficient time to scrutinize and review the document prior to resolution at any future meeting (a 2-week minimum period was suggested).

(b) Responsibility for Staff: A draft policy would be prepared regarding management / instructions for staff. It was queried why this was necessary as the instructions for staff already originated via the Clerk, and all items raised by Councillors were first notified to the Clerk.

The Chairman stated it would be an opportunity to formalise the arrangement as part of the Policy review.

(c) Part of the Monitoring Officer's recommendation was Councillor training, to ensure the Members understood their roles. Training courses were available via D.A.L.C. and these would be circulated. Cllr M. Coupe queried if the training was to take place during the day, as Council had some Members who worked during the day.

The possibility of bespoke training from D.A.L.C. during evening sessions would be examined. Existing training dates via the D.A.L.C. website would be circulated to Councillors.

The above updates were **NOTED**.

See-Item **0221/2445** which has been moved for this item only. Private and confidential background papers to be circulated to Members and filed

The Clerk stated both sums involved at the meeting on 16th February 2021.

Clarification was sought from Councillors as to who had authorised the payments?

At the Resource committee meeting, held on 10th February 2021, the sums were also read out by the Clerk to the 8 Members present. Cllr M Coupe suggested the Council honour the obligation for payment. This was proposed, seconded and agreed by everyone present at that meeting. All in favour.

Therefore, as the number of Councillors were quorate, the Council authorised this payment.

One Member queried why there was an accumulation of time in lieu when there had been very few events arranged during the year. The Clerk explained that the balance had been accrued across the whole year; with a number of evening meetings exceeding the normal weekly hours, plus additional workload with Covid, Risk Assessments and the preparation for external audit and the following year budget.

The meeting closed at 8.35 pm.

Chairman Signature.....Date.....