



110 High Street, Tibshelf, Derbyshire, DE55 5NU
Tel: 01773 875093

14th April 2021

To: All Residents of Tibshelf Parish Council-**NOTICE OF MEETING OF TIBSHELF PARISH COUNCIL**

You are invited to the **Meeting of TIBSHELF PARISH COUNCIL** to be held at
7:00 pm on TUESDAY 20th April 2021.

This meeting will be held remotely via Zoom.

Any Member of the Public wishing to join the meeting for Public Session or as an observer, due to current Covid restrictions, is requested to contact the Parish Council Office via the number above, or Email theclerk@tibshelfparishcouncil.gov.uk **prior to 3.00pm on Monday 19th April** for access details via the Zoom remote meeting process.

Mrs Susan Coldwell
LOCUM Parish Clerk/R.F.O.

AGENDA

1. To receive apologies for absence.

Council Members are to contact the Clerk giving notice of their apologies and reason direct via email theclerk@tibshelfparishcouncil.gov.uk or telephone before 3.30pm on Tuesday 20th April 2021. After that time, the Clerk will not have access and apologies will not be recorded as accepted.

In absolute, unforeseen circumstances, please send a message to the Clerks personal mobile number before 7pm of that day giving apologies and reason.

2. Declaration of Members Interests.

a) Members must ensure that they complete a Declarations of Interest prior to the start of the meeting and must indicate the action to be taken (i.e., to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).

Where a Member indicates that they have a prejudicial interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

(b) To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest.

3. Public Speaking.

A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).

If the **Police Liaison Officer**, a **County Council** or **District Council** Member is in attendance they will be given the opportunity to raise any relevant matter. NB: The Clerk has included Crime Figures for interest. Map and statistics can be sourced on www.police.uk



	Feb-21	Jan-21	Dec-20
Anti Social Behaviour	29	20	24
Violence & Sexual offences	10	20	12
Other theft	8	4	5
All other crimes	4	8	17
Total sees a decline	51	52	58

Police team supporting this area

Sergeant Mark Church
PCSO Paul Brownlee
PC Barry Bacon

Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.

4. Announcement from the Chair

A) Council notification of any items in the Agenda which have not already been added to item 15 should be moved to item 15 according to:

Public Bodies (Admission to Meetings Act) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the above Act.

NONE EXEMPT ITEMS

5. To approve the Revised Minutes of the Parish Council Meeting held on 16th February 2021. (Attached).

NB: At the meeting held on 16th March 2021 these were approved except for item 0221/2445. Therefore, only pages 2 and 4 are to be approved.

6. To approve the Minutes of the Parish Council Meeting held on 16th March 2021. (Attached).

7. To receive an update from the Communications and Projects Officer

- a) Final draft of the Summer Edition of Parish News
(Circulated to Members of the Council Monday 12 April 2021)
- b) Any other matters from the Officer to report

8. Neighborhood Plan Steering Group

- a) Members of the Council response to complaint letter dated 1 April 2021
(This letter was circulated to Members Thursday 8 April 2021)
- b) Verbal report from Cllr M Coupe following meeting held Tuesday 13 April 2021
(Formal notes to be circulated to all members of the steering group to be agreed at their next meeting)

9. Covid Memorial and Tribute to Keyworkers-Project-attached

Proposal from Cllr A Beckett for discussion and approval

10. Commemorate the Platinum Jubilee of Her Majesty the Queen-attached

Proposal from Cllr M Coupe for discussion and approval

11. Tibshelf Village Hall Management committee

A meeting has been arranged for Tuesday 4 May 2021 7pm via Zoom
Financial reports will be included in the agenda for that meeting

12. Nomination for a Member of the Council to join N.A.L.C. Executive committee
(Attached)

13. Reports from the Locum Clerk & Responsible Finance Officer-(Attached)
R.F.O.-Financial

- a. Financial position as at the end of March 2021
- b. Contract/Lease for Photocopier renewal
- c. Section 137 applications or payments
- d. Services paid to Clarkes Cemetery services monthly
- e. Insurance renewal from June 2021
- f. Cost/Procedure/Operational for Elections 6 May 21
- g. Council Procedures-Extracts from the Good Councillors Guide
- h. Recommendations in advance for Annual meeting to be held 18 May 2021
- i. Response to MP David Fletcher to arrange a meeting with Council Members
(Letter circulated to all Members Thursday 8 May 2021)

14. Date for next meeting of Resource Committee, none Exempt items

Village/Cemetery/Recreation Ground/Pavilion

Dates are to be set for the year at the Annual Meeting held 18 May 2021

- a) Council to recommend a date to agree as there are urgent matters to address
- b) Request to display a bench in the cemetery-attached

15. EXEMPT ITEMS-See item 4) above

a) To approve the minutes of the Resource committee held on 30 March 2021
All items on the agenda were 'Exempt'

(Attached)

b) Recruitment of Parish Clerk/R.F.O.

A meeting has been set for Thursday 15th April 2021 at 4pm via Zoom with Chief Officer of D.A.L.C. /Cllr A Beckett/Cllr K Salt/Locum Clerk seeking advice only. Any advice given will be brought back to the Council

c) Staffing Review

The Council are seeking advice from D.A.L.C. and B.D.C. on the way forward in conjunction with item b) above

d) Notice of the next meeting of the Resource committee to discuss Exempt items only. Strictly Private & Confidential reports will be circulated to all Members as background information in for this meeting

To be held on Wednesday 28 April 21 via Zoom at 7pm. Items only:

- i. Unused annual leave carried forward by staff from 2020/2021
- ii. Overtime to be paid for staff
- iii. Request from a staff member to take extra annual leave
- iv. Security of keys and persons having access to the Parish Office

e) Locum Clerk guidance to Council in relation to decision taken item 2021/2445 at the meeting held 16 February 2021

Authorisation for approving additional pay to staff in line with Financial Regulations
See Private and Confidential report attached.

16. Date and Time of Next Meeting-Scheduled for Tuesday 18th May 2021-7pm

Note: Unless the Council receives further guidance from the Government, D.A.L.C. or N.A.L.C., after 7th May 2021, all meetings of the council will be held face to face in Tibshelf Village Hall and not via Zoom.