

**Meeting of TIBSHELF PARISH COUNCIL held at
7:00 pm on TUESDAY 21 September 2021 in Tibshelf Village Hall**

MINUTES

Present:

Councillors – A Beckett, P Billington, I Brentnall, G Foley, R Heffer, K Salt MBE, R Vaughan, D Watson, C Whitehead, S Wood

In attendance:

The Locum Clerk
10 members of the public

Before the meeting commenced, Cllr A Beckett informed all present that a member of the public had requested that the meeting will be 'live streamed'. This was perfectly legal under the Openness and Transparency Act. The camera is set up to film the Council during their proceeds of business. However, should a member of the public present not wish for their voice to be heard, then they must indicate so the recording can be held.

The member of the public who was filming indicated that it will not be 'live streamed' this evening but filmed.

1 0921/2545 **To receive apologies for absence**

Apologies were sent via Cllr D Watson, late notice that Cllr M Coupe was unable to attend due to illness.

Cllr A Beckett proposed that the apologies be accepted for Cllr M Coupe. Cllr C Whitehead seconded.
All in favour

2 0921/2546 **Declaration of Members Interests**

None declared

3 0921/2547 **Public Speaking**

Cllr A Beckett reminded members of the public that, as stated in the agenda, this section was for a maximum of 15 minutes, so requests are that questions and comments be kept as short as possible. If the Council can respond, they will do, but, if not, can they please contact the Locum Clerk.

A member of the public read out a statement with reference to the Tibshelf Food Bank reporting that 347 food parcels had been delivered covering 98 households; 140 gift bags and that this was run by volunteers using the Pavilion building whom the Council promised free use of the premises. The council had agreed a sum of £1,000 via the Section 137 Funding but this was not used currently as donations continued. This food bank benefits residents and that, in contact with Citizens Advice, referral service is not used, but any enquiries are signposted to Tibshelf Food Bank if necessary.

As this was brought up at the recent meeting of the Resource committee there was a need to highlight the need that this service continues.

Thanks, were expressed for the report. The Locum Clerk asked for a copy of the report for the minutes to which the resident said they would forward by email. A copy can be obtained upon request.

A written complaint was passed on to the Chairman who passed on to the Locum Clerk that evening regarding the parking on the pavement opposite the Butchers on High Street, as people having difficulties with wheelchairs and mobility scooters have to go on to the main road and accidents could happen. Also, parking on the junction on Back Lane, near the bridge.

A resident was present who reiterated that this was mainly at the weekends.

PUBLIC MINUTES Formally approved at the meeting held 19 October 2021
Cllr S Wood had been in discussion with the resident and assured them that the police had been out to investigate, and they could not take any action as, at the time, there was not an obstruction.

The Parish Council can contact DCC and BDC enforcement departments on behalf of the residents, especially if cars are parked on zig zag lines near the crossings and on dropped kerbs.

Another resident who lives opposite, attended to confirm that the owner of the Butchers speaks to patrons who visit to ask them not to cause an obstruction and they cannot do any more.

Another resident present wanted to report that it was the 3rd time she had attended the Parish Council meeting, and since attending to express concerns regarding posting comments on FB about teams of staff she wanted to say thank you that these have now ceased. In her opinion, the village was well kept; the Parish Council need to pull together and look after their employees as they are doing a brilliant job, especially the hard work put in to decorate the village hall to which she was aware that not a lot of thanks had been given by Council members.

Cllr A Beckett expressed the fact that all councilors have appreciated the work done by the Rangers.

Another resident was there to appeal that the Food Bank be kept open as, since moving into Tibshelf 12 years ago the help from a friend and the volunteers of the food bank was a 'lifeline'.

Cllr A Beckett confirmed that there is still a need across the whole country for such a service, not necessarily linked to the recent pandemic, and that DCC and BDC also had such services for the community.

Another resident asked therefore if the Food Bank was closing down, to which Cllr A Beckett stressed that this was not closing down and that, if anyone wants to access the service, the contact details are on the notice board, website etc. and that it runs Saturday mornings from the pavilion building.

3a) County Councillor report.

Cllr A Beckett read out an email which had been sent by email from County Cllr James Barron to the Locum Clerk on 12 September 2021:

*Apologies that I am not with you this evening as I am on holiday.
There is not much to report bar a few road defects on King Street and Chesterfield Road being reported.
If any further road defects are spotted, please encourage the councillors to use the link below and forward me the reference number so I can chase it up after an appropriate amount of time:*

www.derbyshire.gov.uk/transport-roads/road-traffic/report-a-road-fault/report-a-road-fault.aspx

Cllr C Whitehead asked if there was any mention of the bus service, to which Cllr A Beckett said nothing had been received and that the bus services were having difficulties having staff to cover so some services have had to be cancelled.

District Council report.

Cllr D Watson reminded Parish Councillors that BDC had embarked upon a £34 million project to upgrade the quality of the homes it provides for those who choose to live in social housing. The Council has plans to build 400 homes over the next four years with planning applications currently in progress. The Council is using modern methods of construction, such as air heat pumps, and builds homes to the lifetime standard. It has received recognition nationally for this work and Homes England are keen to be involved.

Demolishing the problematic flats on Tibshelf High Street is an integral part of this much wider scheme.

Parish Councillors were also reminded about the BILD programme, whereby the District Council helps parishes to embark upon more visionary strategic large projects such as, for example, new leisure centres. Several parishes are making use of this scheme, including our neighbour Parish, Blackwell.

Cllr Watson informed the Parish Council that B.D.C. had now integrated its enforcement teams to be under one umbrella service which can more effectively use the powers and tools at its disposal to deal with any neighbourhood issues. The new livery can be seen on the Community Ranger vehicles throughout the District.

Cllr G Foley expressed concern that nothing was mentioned regarding the H.G.V. vehicles constantly going up and down the High Street. There was a debate regarding the flats and housing.

Cllr D Watson reminded the Council of the £23,000 given by BDC in the last financial year.

Cllr I Brentnall asked that the Parish Council look to co operating and working with the District Council especially regarding leisure facilities and to pursue the DCC for updates.

Cllr D Watson reminded the Council that the DCC has the 106 monies to spend in Tibshelf for the best provision for outdoor leisure and she is working hard to source progress and plans, but, until County Council decide on where they are building the school, the information is sensitive and not public currently.

Cllr A Beckett asked if Cllr R Heffer could look at the car park on Brooke Street and around Lincoln Street as it was in disarray, broken bins, weeds etc.

Cllr R Heffer reported that BDC had been out recently weed spraying and that these will disappear after around 3-4 weeks. However, he will look into this and follow up.

Cllr A Beckett asked District Councillors again regarding the financial costs for demolishing the flats.

Cllr D Watson answered on behalf of BDC that renovation was not considered and that demolition tenders had gone out. The information is obviously commercially sensitive and, as soon as the information is made public, the Parish Council will be informed.

Recording commenced

4 0921/2548 Announcement from the Chairman

Cllr A Beckett had no further information to report other than what was mentioned earlier and no other items to be moved to section 14 other than listed on the agenda already.

NONE EXEMPT ITEMS

5 0921/2549 To amend 0621/2520 only on the draft minutes for Parish Council 15 June 20 2021

This was circulated with the agenda. Cllr A Beckett moved to approve. Cllr S Wood 2nd. All in favour.

6 0921/2550 To approve the minutes of the Parish Council held 20 July 2021

These were circulated with the agenda. Cllr C Whitehead moved to approve. Cllr I Brentnall 2nd. All in favour.

7 0921/2551 To approve the minutes of the Extra Ordinary meeting of the Parish Council Held 31st August 2021

These were circulated with the agenda. Cllr A Beckett commented that 2 Councillors were missed off Members present. These were Councillors P Billington and C Whitehead. Pending these amendments, the minutes were approved as a true record. Cllr C Whitehead moved. Cllr A Beckett 2nd. All in favour

8 0921/2552 To approve the minutes of the Resource committee meeting held on Tuesday 14th September 2021-None Exempt items only

Cllr A Beckett queried whether these minutes could be moved at the meeting of the Parish Council. The Locum Clerk had asked the same question to the Chief Officer of DALC that day who informed her that,

PUBLIC MINUTES Formally approved at the meeting held 19 October 2021 as there were no items agreed which were not delegated to this committee in the terms of reference then these can be. If, however, under the terms of reference of the resource committee there were decisions which had to be approved by the whole council then these could not be approved unless discussed by the full parish council and not that by the Resource committee only.

Cllr K Salt moved to approve. Cllr I Brentnall 2nd. All in favour.

9 0921/2553 Locum Parish Clerk Report

a) Year planner revised after meeting held May 21

Cllr A Beckett proceeded to ask Members to accept the final planner after the council meetings had been set to 3rd Tuesday of the month. The Locum Clerk pointed out the question regarding the dates around Christmas and Easter. There was a discussion and the date from December 21 was moved to Tuesday 14th rather than Tuesday 21st but the Easter Tuesday date remained the same at Tuesday 19th April 2022. Cllr I Brentnall moved. Cllr D Watson 2nd. All in favour

b) Committee structure latest known to date after meeting in item 8 above

Cllr A Beckett asked Members to check their names on the new structure and report to the Locum Clerk if this was not correct. Cllr A Beckett queried why the HR section was detailed separate as it forms part of the Resource committee. The Locum Clerk responded by saying that most policies refer to a 'staffing committee' which has been confusing in the past when all 11 Councillors were members of the Resource committee so it was easier for line management to point out to staff who was on the 'staffing committee' which were the 5 names identified and that she would write to all staff to make it clear.

c) Response to plans on racing track

An email was received into the parish office regarding the development of the racetrack which was once present in Tibshelf. The content of the email was shared in the report, by permission of the sender. Initially it was thought that this matter can be discussed at the same time as the working party regarding the use of the pavilion and sports ground. After much debate it was agreed that funds are not currently available but could be in the future and for the Locum Clerk to respond accordingly.

d) Set up of Youth working party agreed at meeting 20/7/21

Cllr A Beckett reminded Members of the discussion held in July 2021 and asked that, should there be a need for a working group that this had to be predominantly made up of young people rather than Councillors. There was a need to move the standing orders to allow members of the public to speak during this session. Cllr A Beckett moved. Cllr C Whitehead 2nd. All in favour. A resident read out a survey report which had been undertaken by the young person and the ultimate response was that there was no interest in attending a committee. There were 35 responses amongst young people age 11-16. The majority of responses were from the age range of 16+. This was shared on social media (FB), snapchat and Instagram. Some of the young people lived outside of Tibshelf but most lived in Tibshelf. The most popular outdoor activities needed were:

Tennis/Cycling/Basketball/Football/Skating/Scooter

A question was asked that, if they had to pick a facility, which would they choose. The results were as follows:

Skate park-11/Basketball court-3/Zipline-7/Mini Muga-7/Basketball hoops-2/Other-5

Play area such as Parkhouse was an example of the need

After much discussion it was suggested that the young person be invited to attend the Sportsground Working Party where the grounds and pavilion are owned by the parish council; to link with the Communications and Projects Officer to set up a 'blog' for young people to discuss ideas and potential proposals in advance of such a meeting, to which the young person agreed.

Cllr I Brentnall, in not wishing to dampen the enthusiasm, raised the point that young people want plans to be achievable quickly whilst they can benefit and not to build up their hopes. The parish council is placed to serve the community but, over the last few years, there are less funds available.

Cllr S Wood suggested that the young people can set up activities to raise funds; welcome to put views and ideas on the group she runs around activities and to contact her if that is of interest.

PUBLIC MINUTES Formally approved at the meeting held 19 October 2021
Cllr C Whitehead suggested that the Communication and Projects Officer be asked to source funding for such projects. Cllr A Beckett confirmed that there was a lot of funding available under 'mental health awareness' and that a request would be put to the C & P Officer to look into.

Cllr D Watson reminded the council that there should be a progressive approach to look into the B.I.L.D. Project; BDC work with the parish and even to look into the PWLB (Public Works Loan Board) for substantial loans which can be paid back with low interest over 20+ years which would help.

The subject of the S106 monies available for Tibshelf was discussed again as Cllr A Beckett understood that the person who had sold the property expressed that the funds would benefit Tibshelf. Cllr D Watson reminded the council that the district had a legal agreement with the developers and that the matter was currently with the County Council awaiting their decision on education.

e) Arrangements for Christmas 2021

Cllr A Beckett was pleased to announce that community events can be returned to Tibshelf after the pandemic when 2020 there was no provision. Discussions were held resulting in the agreement by Members of:

Saturday 13 November-Annual Christmas Fayre in the village hall-craft stalls etc. Budget £200

Friday 3 December-Annual Christmas Lights switch on including Santa's grotto. Budget £600

Monday 20 December-Carol concert held in the church. Cllr R Heffer and Cllr A Beckett will liaise with Reverend G Manley. Cllr R Vaughan will discuss with Tibshelf Band regarding playing at the Christmas Fayre and sing a long/organist in the church. Budget £1,200

An offer from Alfreton Male Voice Choir was sent to the parish office 13 September 21 and including with the agenda. After much discussion it was agreed that, for 2021, they were not required.

f) Arrangements for Fireworks November 2021

In line with the budget, Cllr A Beckett asked Members to approve the amount of £4,000 for the purchase of the fireworks and that T.C.A. would arrange the event for Saturday 6 November 21.

Cllr R Heffer raised concerns regarding spending funds; arrangements made, in the event of another 'lockdown'. Cllr A Beckett was mindful of this and that the T.C.A. would plan the timing accordingly regarding the date for purchase, delivery, stock in a fireproof cabinet which was already in place and even discuss with the suppliers the possibility of 'sale or return'.

g) Security of gates 4-8 October 2021

h) Signage needed in areas around Tibshelf and Public Space Protection Order

Cllr A Beckett discussed item h) in conjunction of item g) as the person who secures the gates have queries from persons using the play area due to the lack of clear signage when gates are closed or open.

As the persons contracted to lock and open the gates for the play areas and cemetery were not available during the dates recorded a discussion was held.

Cllr A Beckett said that there were signs regarding opening times-1 hour before Dawn and 1 hour after dusk but these were evidently not clear.

Cllr D Watson met a lady with a child recently who was quite upset that she had trailed to the play area to find out that they were being locked and there were no clear signs of the times.

In relation to the PSPO, Cllr D Watson said that the district is reviewing this as it cannot be enforced. The topic of the By-Law on the use of the sports ground; dogs etc. had been brought up in the past but no one seems to have a copy of this.

Cllr A Beckett said that it may be held in the records office at County around 1950s.

Cllr R Heffer helped to ascertain a timeline by mentioning that it was around the same time as Babbington colliery/hospital-St Thomas gave it to Tibshelf Parish Council.

Cllr I Brentnall said he would help source this document by taking a trip to County offices to investigate when he is able to.

The security of the gates was discussed, and it was agreed that:

The Locum Clerk obtain a set of keys for Shetland Road and Lincoln Street play area, along with the code for the lock on the cemetery to pass on to Councillors who are willing to help.

PUBLIC MINUTES Formally approved at the meeting held 19 October 2021
Cllr C Whitehead agreed to unlock and lock the cemetery Mon 4th to Friday 8th October
Cllr D Watson would check her diary to see if she can lock up Shetland Road play area during the same dates

The Locum Clerk would ask the Ranger to unlock Shetland Road play area each morning Monday to Friday as he commences work at 7.45am.

Cllr A Beckett would take responsibility for unlocking and locking Lincoln Close play area.

j) Notice of date for Meeting of Village Hall Committee

A reminder to Members from the Locum Clerk that the next meeting of the Village Hall Committee was to be held on Tuesday 5th October 21 at 7pm

10 0921/2554 Responsible Finance Officer's Report

a) Receipts and payments for month of July 2021

Cllr A Beckett queried amounts on the list of payments to Ellis Whittam (H & S Advisors) as there were 2 payments. The Locum Clerk confirmed that the smaller amount was for the Insurance and Admin costs which Cllr A Beckett thought was in the price of the larger amount. The Locum Clerk assured Members that this was correct, or she would not have processed the payment but would circulate a copy of the agreement and the invoice for confirmation.

Cllr K Salt moved to accept the report. Cllr S Wood 2nd. All in favour

b) Actual/Budget statement April 21 to July 2021

Cllr A Beckett asked the Members to approve. The Locum Clerk wished to point out 3 significant items for interest to the council as the income over expenditure looked favourable.

- Precept amount of £80,159 was to last another 6 months and that there were still 2 months remaining when no more amounts would be received.
- The amount of £3,266 was a new item this financial year and was the amount paid by the Village Hall Charity to offset some of the staff costs and this has to be taken account of when looking at the expenditure item of staff costs.
- That the amount of Ear Marked reserves of £30,084 has to be reduced by £520 which is the cost of securing the Wizard of Oz items to the railings and the invoice was paid after July 21

The report was noted

c) PKF Annual Audit 2020/21 update

After the Locum Clerk had spent a lot of work on sending information to PKF, over and above the normal reports, she circulated a response from PKF dated 21 September 21 to say:

'Thank you for sending the necessary information and making it very clear. The file is now ready for a final review from my manager'

Further details and confirmation of a 'clean audit' when received will be discussed in detail at the next meeting of the finance committee which of course is open to members of the public.

d) Working party to discuss Covid-19 Grant

The Locum Clerk recommended that this working party consists of the 5 Councillors who are already on the finance committee. Cllr K Salt moved. Cllr A Beckett 2nd. All in favour

The Locum Clerk confirmed that, to date, 14 responses had been received either online via the C & P Officer or by post or hand in the office.

e) Date for next meeting of Finance committee

The Locum Clerk will discuss a convenient date with the Chairman of the Finance committee, Cllr R Vaughan and report as soon as possible.

f) Revised minutes of the 1st meeting of the Finance committee

Although the minutes of the 1st finance meeting held in May 2021 had been formally approved, the Locum Clerk pointed out that she had omitted to reference them with a number. The numbers FN01 to FN05 were added therefore and another copy was circulated with the agenda.

11 0921/2555 Project & Communication Officer Report

The Officer, Mark Scarborough was not able to attend 21 September 21 but had circulated a written report in advance which was included in the agenda:

a) Schedule of dates for submission/draft/approval/sent to printers/delivery-information only.

b) Article fee waiver

Recommendation that the fee of advertising the Newton OAP Club be waived considering the Tibshelf OAP Club closing as some of the Tibshelf OAP club may attend the Newton OAP Club. Cllr I Brentnall moved. Cllr A Beckett 2nd. All in favour.

- c) Newsletter delivery update
A report on issues of previous difficulties with distribution around Derwent Drive. It was recommended that the matter had been dealt with and it would not happen again.
- d) Excess newsletters
Recommendation of distribution of 'excess' newsletters-approximately 50
Cllr D Watson queried how many newsletters were produced-2,000?
Cllr A Beckett thought 2,500 which Cllr D Watson thought was excessive.
The Locum Clerk made a note to check on the last invoice and let Councillors know.

12 0921/2556 Neighbourhood Steering Group

- a) Notes of meeting held 10 June 21 and 17 August 21
(Notes of meeting held 17 August 21 have not been formally agreed with the steering group to date)
The notes of the meeting held 10 June 21 were agreed by members of the NPSG
- b) Verbal update of anything urgent from Cllr M Coupe
As Cllr M Coupe was not present, Cllr I Brentnall reminded members that the plans are under way for the exhibition and that it is vital that the provision of the sports ground be considered in the neighbourhood plan.
A date for the next meeting has not been agreed

13 0921/2557 Planning applications received since the last meeting of the Parish Council

TOWN AND COUNTRY PLANNING ACT 1990

Application for Full Planning Permission

Application No: 21/00533/FUL Decision Level: Delegated

Proposal: Change of use from former retail outlet to hot food cafe and wall mounted extract duct to rear elevation

Location: 111 - 113 High Street Tibshelf Alfreton DE55 5PP

Applicant: Mr Lurie Darie

No comments from Councillors although comments were invited by 29 September 21

Cllr A Beckett asked members to leave as the None Exempt items had ceased, according to the following act:

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.

Cllr A Beckett moved. Cllr I Brentnall 2nd. All in favour

14 0921/2558 EXEMPT ITEMS-Red Private and Confidential Councillors only Black public domain

a) Verbal feedback from Cllr K Salt on recruitment of the Clerk/RFO

Cllr K Salt had sent a report to the Locum Clerk who unfortunately had not had time to print and source on the evening, therefore, Cllr K Salt gave a verbal report:

4 members on the panel (including the DALC adviser Chief Officer Wendy Amis)

Cllr A Beckett agreed that the Council has always been open to additional hours and moved to advertise the post again, sooner rather than later, at 37hours per week.

The number of members on the panel were discussed whether to have 3 or 4.

The Locum Clerk reminded the council that the Chief Officer was adviser only and that the number of persons should be 3 or 5.

PUBLIC MINUTES Formally approved at the meeting held 19 October 2021
The panel therefore to be Cllr A Beckett/Cllr M Coupe and Cllr S Wood with the Chief Officer
to be included at all stages as advisor only.
Cllr R Vaughan 2nd. All in favour.

b) Overtime paid for staff during July/August/September

The Locum Clerk reported:

July	Cleaners-1 member due to sick leave of the other member
August	Cleaners-1 member due to sick leave of the other member
September	Rangers- for 2 members of staff due to decorating Village Hall

c) To approve minutes of the Resource Committee meeting held on Tuesday 14th September -Exempt items only

Cllr P Billington moved. Cllr A Beckett 2nd. All in favour.

15 0921/2559 Date and time of next meeting

Tuesday 19th October 21-7pm Village Hall.

The meeting closed just after 9pm Chairman Signed.....