

**Meeting of TIBSHELF PARISH COUNCIL held on  
TUESDAY 17 MAY 2022 in the Village Hall at 7.30pm**

**MINUTES**

Present: Cllrs A Beckett, I Brentnall, M Coupe, R Heffer, K Salt, R Vaughan, D Watson, C Whitehead, P Billington, G Foley & S Wood

In attendance: R Tattershaw (Parish Clerk), P Leppard (Locum Parish Clerk), M Scarborough (Communications & Projects Officer), County Cllr J Barron and 1 member of the public

Cllr S Wood requested a minute's silence at the start of the meeting as a mark of respect for the recent passing of Mary Tunnicliffe. Mary had supported the Parish for many years with children's activities and the Green Bunch.

**0522/2708     1     To elect a Chair for the forthcoming year**

Cllr Beckett asked for nominations for the position.

Cllr Vaughan nominated Cllr Beckett as Chairman, seconded by Cllr Foley. Cllr Watson nominated Cllr Heffer as Chairman, seconded by Cllr Coupe. A vote was taken: Cllr Beckett (5 voted for); Cllr Heffer (6 voted for).

Cllr Heffer accepted the position and signed the Declaration of Acceptance of Office.

**0522/2709     2     To elect a Vice-chair for the forthcoming year**

Cllr Beckett nominated Cllr Vaughn as Vice-Chair, seconded by Cllr Foley.

Cllr Brentnall nominated Cllr Salt as Vice-Chair, seconded by Cllr Whitehead.

A vote was taken: Cllr Vaughan (5 voted for); Cllr Salt (6 voted for).

Cllr Salt accepted the position.

**0522/2710     3     To receive apologies for absence**

None

**0522/2711     4     Declaration of Members' Interests**

None

**0522/2712     5     Requests for Dispensations**

None

**0522/2713     6     Confidential Items**

It was confirmed that no agenda items were confidential, other than those already stated on the agenda – items 24 and 25.

**0522/2714     7     Public Speaking**

County Cllr Barron welcomed Cllr Heffer and Cllr Salt to the positions of Chair and Vice-Chair, and also paid tribute to the former North East Derbyshire Council Leader, Anne Holmes.

Cllr Barron updated councillors on the following issues:

- Work to begin to install yellow line markings on the road outside of the school.
- His attendance at a meeting on the 12<sup>th</sup> June about progressing the new school project.
- Stagecoach have sold the No.56 bus route to Hulley's, who then reorganised the service in unhelpful ways. It was resolved that the Parish Clerk would send a letter on behalf of the Parish Councillors to Cllr Barron outlining concerns.
- No date has been set for the resurfacing works at West View.

- He outlined arrangements in connection with the forthcoming closure of 7 DCC care homes.

Cllr Heffer stated that he would invite Natalie Hoyer to discuss the care home closures to the next Council meeting on 21.06.2022.

Cllr Beckett raised concerns that the Headteacher of the Junior and Infant school has altered the school hours so that they no longer fit with the afternoon bus between the two schools, and this will potentially create traffic and parking problems. It was resolved that the Parish Clerk will write a letter to the School Governing Body to raise Parish Councillors concerns.

Cllr Wood raised the ongoing issue of children making fires in the overgrown hedgerow down the side of the playing field on West View. County Cllr J Barron said he would follow this up.

Cllr Beckett requested details of funds allocated to projects in Tibshelf from Bolsover DC over the past 12 years. Cllrs Heffer and Watson to report back with further information.

Bolsover DC have agreed to film the Village Hall to assist with marketing.

Cllr Brentnall reported that the fencing near to Town End Junior School had become dangerous and needed repairing. Cllr Heffer to report this to Bolsover DC.

**0522/2715     8     To approve the Minutes of the meetings held on the 29 March 2022 and 19 April 2022.**

It was proposed by Cllr Coupe, seconded by Cllr Brentnall and resolved unanimously to approve the minutes of the 29 March meeting.

It was proposed by Cllr Heffer, seconded by Cllr Beckett and resolved to unanimously to approve the minutes of the 19 April meeting.

**0522/2716     9     To appoint membership of Committees, Sub-committees and working groups for the forthcoming year**

It was resolved to move this item to the next meeting on the 21.06.2022. It was resolved The Neighbourhood Plan Steering Group membership did not require review.

**0522/2717     10     Agree a calendar of meetings for the forthcoming year**

It was unanimously agreed that the Council meetings would continue to be held on the 3<sup>rd</sup> Tuesday of every calendar month, but August would be excluded.

It was unanimously agreed that the Clerk would prepare a calendar of committee meetings for the forthcoming year in line with Terms of Reference and present this at the meeting on 21 June 2022.

**0522/2718     11     Agree a timetable for the annual review of all the Council's policies and procedures**

It was unanimously resolved that the Clerk would prepare a timetable for the annual review of all Council policies and present this at the meeting on 21 June 2022. The timetable would aim to schedule 2 policies per month, and these policies would be circulated to all Councillors 2 weeks before the Council meeting.

**0522/2719     12     Chairs Announcements**

Cllr Heffer had no announcements.

Cllr Beckett provided an update on the Queens Jubilee event planned for the 4<sup>th</sup> June 2022.

**0522/2720     13     Finance**

a. The Internal Auditors Report for 21-22 was accepted.

b. It was proposed by Cllr Beckett, seconded by Cllr Salt and unanimously resolved to approve each element of the Council's 2021/22 Governance Statement.

c. It was proposed by Cllr Beckett, seconded by Cllr Coupe and unanimously resolved to approve the Council's 2021/22 Accounting Statement.

**0522/2721 14 Responsible Finance Officer's report**

- a. The financial position as at 28.04.2022 was noted.
- b. It was proposed by Cllr Brentall, seconded by Cllr Salt and resolved to approve the Receipts and Payments report for April 2022.
- c. It proposed by Cllr Coupe, seconded by Cllr Heffer and resolved to approve the new Responsible Finance Officer be added to the Natwest banking signatory mandate.
- d. It was proposed by Cllr Beckett, seconded by Cllr Vaughan and resolved that a request to issue a debit card would be made to Natwest bank by the RFO to support Parish purchases.
- e. It was proposed by Cllr Beckett, seconded by Cllr Salt and resolved to approve the Tibshelf Parish Council insurance renewal from Arthur J Gallagher Insurance Brokers Ltd for a period of 1 year at a cost of £4099.99.

**0522/2722 15 Parish Clerk's report**

- a. It was resolved that the Zoom Licence was no longer required and that the subscription would be cancelled.
- b. It was noted that the concerns regarding the horse manure reported at the previous meeting have been reported to Environmental Health.

**0522/2723 16 To consider grant applications**

It was resolved that Cllr Beckett would respond to Tibshelf and District Community First Responders to advise them re alternative funding streams available.

**0522/2724 17 Correspondence received**

It was resolved that Tibshelf Allotment Society would be invited to attend the next Council meeting on 21.06.2022 to provide further information on the request for tree planting as part of the Queen's Green Canopy.

**0522/2725 18 To review current office opening hours**

It was proposed by Cllr Billington, seconded by Cllr Beckett and resolved that the Parish Office opening hours will be increased to 4 days a week – Monday to Thursday's 9am to 1pm.

**0522/2726 19 Project and Communication Officer's report**

- a. It was resolved that consideration of the PSPO's be moved to the agenda of the next Council meeting on the 21.06.2022.
- b. Xmas lights lead times were noted.
- c. It was resolved that the school questions for pupils be moved to the agenda of the next Council meeting on the 21.06.2022.
- d. It was resolved that the Environmental Initiatives be moved to the agenda of the next Council meeting on the 21.06.2022.

**0522/2727 20 Planning Applications**

It was resolved to offer no objection to planning applications: 22/00201/FUL (Banks Farm, Newton Road), 22/00207/FUL (Banks Farm, Newton Road) and 22/00250/DISCON (55 Chesterfield Road)

**0522/2728 21 Date and time of next meeting**

It was resolved that this will take place in the Village Hall on Tuesday 21 June 2022 at 7pm.

**0522/2729 22 Exclusion of public and press**

It was unanimously resolved to exclude the public and press, by reason of confidential nature of the following business, in accordance with the Public Bodies (Admission to meetings) Act 1960 s1.

**0522/2730 23 Error on agenda – no item no.23**

**0522/2731 24 Staffing Review**

It was resolved to bring this item to the next Council meeting on 21.06.2022 for further discussion.

**At 9.46 pm Cllr Wood, Cllr Vaughan, Cllr Foley, Cllr Billington, Cllr Salt and Cllr Brentnall left the meeting.**

**0522/2732 25 CiLCA qualification - Parish Clerk**

It was proposed by Cllr Beckett, seconded by Cllr Whitehead and resolved that the Parish Clerk to commence CiLCA training with the following costs: DALC training fees £250.00 and SLCC qualification costs of £390.00.

The meeting closed at 9.51pm.