

**Meeting of TIBSHELF PARISH COUNCIL held on
TUESDAY 21 JUNE 2022 in the Village Hall at 7.30pm.**

MINUTES

Present: Cllr R Heffer (Chair), Cllr K Salt (Vice Chair), Cllr A Beckett, Cllr M Coupe, Cllr I Brentnall, Cllr R Vaughan, Cllr S Wood, Cllr D Watson, Cllr P Whitehead, Cllr G Foley, Cllr P Billington.
In attendance: R Tattershaw (Parish Clerk), M Scarborough (Communications Officer) and 3 members of the public.

0622/2733 1 To receive apologies for absence

None.

0622/2734 2 Declaration of Members' Interests

Cllr Whitehead declared an interest in item 13h.

0622/2735 3 Requests for Dispensations

To receive and, if appropriate, approve.

None.

0622/2736 4 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.

If a Police Officer or County or District Councillor is in attendance, they will be given opportunity to raise any relevant matter. Members of the Parish Council will however restrict Police matters they raise to those relating to their Council Ward.

Two members of the public representing Tibshelf Allotment Society gave details of the request to plant trees that they have successfully applied for under the 'Queens Green Canopy' tree planting initiative. The trees would be planted permanently in a defined area of Tibshelf allotments – a plan of where the trees would be planted was circulated to Councillors. They would be of fruit and nut varieties that were wildlife friendly – the largest being a Birch tree. Planting the trees in the planned area will reduce one allotment plot to half of its size, but this is a very waterlogged area, and due to current demand they are only allocating half size plots.

Cllr Watson, in her District role, informed the meeting that Bolsover District Council were introducing the recycling of soft plastics to the burgundy bin.

Cllr Watson shared the following information on capital investments (as requested at a previous meeting) made to Tibshelf Parish Council by Bolsover District Council over the past 12 years:

A total of £1,996,729.00 has been spent on capital projects - this figure does not include day to day services.

Breakdown of these spends:

- £1.7 million on council housing.

106 money:

- £21,548 – Babington Street
- £84,412 - Spa Croft Lane
- £114,643 - Mansfield Road
- £116,568 - Mansfield Road

Further information on capital projects can be sought from the Section 151 Officer at Bolsover District Council.

Bolsover District Council has been allocated £1.9 million as its share of the Shared Prosperity Fund which is part of the Govt's 'levelling up agenda'. To receive this money the District will have to submit their proposals of how it will be spent to government for approval.

Cllr Beckett said she has been approached by parish residents asking when the block of flats will be demolished. Cllr Watson and Cllr Heffer said that the District Council are waiting for the utility service to disconnect the gas supply.

Cllr Beckett asked if there was any update from the District Council regarding the closure of another public house in the village. Cllr Heffer and Cllr Watson stated that they had no details to share.

Cllr Brentnall raised concerns on notifiable plants (Ragwort and Giant Hogweed) that he had seen in the village on Doe Hill Lane. Cllr Heffer said he would discuss this with the landowner.

0622/2737 5 Confidential items

To determine which, if any, items from the agenda should, by reason of the confidential nature of the business to be transacted, be taken with the public & press excluded.

It was agreed that items 22 and 23 were of a confidential nature.

It was agreed to move Operation London Bridge from item 12 to confidential items.

0622/2738 6 Chair's Announcements

None

0622/2739 7 To approve the draft Minutes of the meeting of the Parish Council held on 7th June 2022.

It was proposed by Cllr Heffer, seconded by Cllr Whitehead and resolved unanimously to approve the minutes of the 7 June meeting.

0622/2740 8 Approval of Standing Orders and Records Retention policy

It was proposed by Cllr Beckett, seconded by Cllr Coupe and resolved unanimously to accept the Standing Orders and Records Retention policy with no further amendments to be made.

0622/2741 9 Approval of Financial Regulations

It was proposed by Cllr Beckett, seconded by Cllr Brentnall and resolved unanimously to accept the Financial Regulations.

0622/2742 10 To consider grant applications

The Clerk apologised that the Tibshelf Allotment Society - Queens Green Canopy item was incorrectly put on the agenda in this section, and it was agreed that it would be moved to item 14 – correspondence received.

0622/2743 11 Project & Communications Officer's report

- a. Christmas Lights survey results – It was unanimously resolved to move this item to the next Resources Committee meeting.
- b. The newsletter schedule is set to ensure deadlines are met for Council approval and printing.
- c. It was resolved that the Communications Officer would follow up the quote with Imprint to ensure quality and best value for the Parish newsletter.
- d. It was resolved that the Clerk would locate the Tibshelf Parish Council byelaw 1949 document in regard to dogs on the recreation ground and Cllr Heffer and Cllr Watson would then discuss this further with the District Council.
- e. It was resolved that the Communications Officer would talk to the school to ensure the drafted questions for students would not raise any safeguarding concerns.

0622/2744 12 Parish Clerk's report,

- a. It was resolved that Councillors would feedback directly to the Clerk any comments on the 'draft' football club licence circulated via email on the 21.06.22.
- b. Cricket Club communication – it was resolved unanimously to move this item to the next Resources committee meeting.
- c. It was proposed by Cllr Coupe, seconded by Cllr Brentnall and unanimously resolved to register with the Information Commissioners Office for the purpose of data management at a cost of £40.00.
- d. It was noted that a letter had been sent to Governing Body of Tibshelf School raising concerns about the change to the school day which will affect traffic in the village - a formal response has not yet been received.
- e. The response from Hulleys in regard to the No.56 bus route was noted, and it was resolved the Clerk would update council on the receipt of further formation in regard to the request made to Derbyshire County Council for funding to support this bus route.
- f. This item was moved to 'confidential items'.
- g. Privately owned cemetery tree removal – it was resolved unanimously to move this item to the next Resources committee meeting.

0622/2745 13 Responsible Finance Officer's report

- a. The financial position as at 28.04.2022 was noted.
- b. It was proposed by Cllr Beckett, seconded by Cllr Whitehead and resolved unanimously to approve the Receipts and Payments report for May 2022.
- c. It was proposed by Cllr Beckett, seconded by Cllr Wood and resolved unanimously to approve the Direct Debit list.
- d. It was resolved unanimously to include the Rock House Corner planter into the contract with Woolley Moor Nurseries at an additional cost £112.50 as per the email circulated on 27.05.2022.
- e. It was resolved unanimously to move the repairs to the cemetery path quotes to the next Resources committee meeting.

- f. It was resolved that the Clerk would contact Sage and Derbyshire County Council for further quotes in regard to transferring the payroll service.
- g. To advise council of a payment of £1000 outstanding to Tibshelf Covid 19 Support Group as approved by Council on the 11/08/20. Minute No. 0820/2338.
- h. It was proposed by Cllr Coupe, seconded by Cllr Wood and resolved unanimously to approve payment of £169.89 to Tibshelf Food Bank from Dec 2021 whereby Cllr Whitehead opted to donate his Councillor Allowance for the year 2020/21.
- i. It was proposed by Cllr Coupe, seconded by Cllr Whitehead and resolved unanimously to approve payment of the Neighbourhood Plan website costs of approx. £400.00 (as at 06/06/22) - It was noted that this spend will result in an overspend of that budget code.

0622/2746 14 Correspondence received:

It was proposed by Cllr Beckett, seconded by Cllr Brentnall and resolved unanimously to approve the planting of trees by Tibshelf Allotment Society under the Queens Green Canopy initiative on Tibshelf allotments, as per the plan shown to Councillors. It was resolved that the Clerk would review the wording of the allotment lease.

It was proposed by Cllr Salt, seconded by Cllr Watson and resolved unanimously that Cllr Whitehead and Cllr Coupe would attend the Bolsover Homes Update meeting on the 27 July to represent the Parish Council.

0622/2747 15 Committees and Terms of Reference

a. It was resolved unanimously to retain the current committees for 22/23 as per the minute of the annual meeting on the 17 May 2022:

- Village Hall Management Committee
- Resources Committee including a Staffing sub-committee
- Health and Safety Committee
- Finance Committee

b. The following terms of reference were resolved:

- Village Hall Management Committee. It was proposed by Cllr Whitehead, seconded by Cllr Salt and resolved unanimously to amend this committee to 4 meetings per year.
- Resources Committee including a Staffing sub-committee. It was resolved unanimously that no changes were required.
- Health and Safety committee. No terms of reference currently in place.
- Finance committee. It was resolved unanimously that no changes were required.

c. The following committee memberships were resolved:

- Village Hall Management Committee: Cllr Vaughan, Cllr Beckett, Cllr Billington, Cllr Heffer, Cllr wood, Cllr Watson, Cllr Coupe.
- Resources Committee: Cllr Heffer, Cllr Salt, Cllr Beckett, Cllr Brentnall, Cllr Coupe.
- Health and Safety Committee: Cllr Heffer, Cllr Beckett, Cllr Coupe, Cllr Whitehead, Cllr Wood,
- Finance Committee: Cllr Heffer, Cllr Beckett, Cllr Vaughan, Cllr Watson, Cllr Wood.

d. It was proposed by Cllr Beckett, seconded by Cllr Coupe and resolved unanimously to approve the committee meeting dates schedule for 22/23 inline with the current committee structure.

0622/2748 16 Proposed Policy Review Schedule 2022/23

It was proposed by Cllr Beckett, seconded by Cllr Coupe and resolved unanimously to approve the policy review schedule for 22/23.

0622/2749 17 Update from Jubilee event.

Cllr Beckett stated that they had distributed 3600 wristbands for the event and confirmed that the final cost of the event was £16406.92. Cllr Beckett has received excellent feedback from residents who attended this large community event, and she wanted the Council to acknowledge all of the hard work from herself, Cllr Wood, Lian, Justin and their partners in organising the event and cleaning up the recreation ground afterwards.

0622/2750 18 Tibshelf Community Association request for use of Parish sports ground for the carnival.

It was proposed by Cllr Coupe, seconded by Cllr Whitehead and resolved unanimously for Tibshelf Community Association to have use of the recreation ground on Saturday 23rd July to hold Tibshelf carnival.

0622/2751 19 Proposal to paint the boundary

It was proposed by Cllr Salt, seconded by Cllr Whitehead and resolved unanimously to paint the boundary planters in dark green paint.

0622/2752 20 To consider recent Planning applications

The response sent to Derbyshire County Council on the 26 May 2022 for planning application No:22/00267/FUL, garage block Meadow View, Tibshelf was noted.

0622/2753 21 Exclusion of public and press

To exclude the public & press, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.

0622/2754 22 Confidential proposed staffing review report from P Leppard

It was resolved unanimously to move this item to the next Resources committee meeting.

0622/2755 23 Confidential employee job evaluation

It was resolved unanimously to move this item to the next Resources committee meeting.

0622/2756 24 Operation London Bridge.

It was proposed by Cllr Beckett, seconded by Cllr Vaughan and resolved unanimously that the book of condolences will be purchased by Tibshelf Parish Council at an approx. cost of £25.00 and will be held in the Parish church when required. The Clerk will draft an Operation London Bridge policy for the next Council meeting on 19 July.

To confirm date and time of next meeting – July 19th, 7pm in the Village Hall.

Meeting closed at 9.20pm.