

**Meeting of TIBSHELF PARISH COUNCIL held on  
TUESDAY 19 JULY 2022 in the Village Hall at 7.30pm.**

Present: Cllr R Heffer (Chair), Cllr A Beckett, Cllr M Coupe, 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 2 members of the public.

**0722/2757 1 To receive apologies for absence**

Cllr Salt sent her apologies.

**0722/2758 2 Declaration of Members' Interests**

None

**0722/2759 3 Requests for Dispensations**

None

**0722/2760 4 Public Speaking**

A member of the public wished to thank Cllr Beckett for the village Jubilee event.

A member of the public raised a question on the ownership of the footpath that runs alongside the allotments hedge and would be affected by the proposed housing development. It was resolved that Cllr Foley would provide the clerk with some village maps to assist in investigating ownership further.

Cllr Beckett requested the assistance of the Rangers on Thursday and Friday of this week to collect tables and chairs and set up marquees for the village carnival. This was resolved unanimously.

Cllr Watson, in her District role, gave the following update:

- The District has provided funding to support the continuation of the weekly Chair Based Exercise class held in the village hall.
- The District Council has allocated £1000 each this year to Cllr Watson and Cllr Heffer to support community groups.
- The District and Parish Gazette is now available.
- There will be a Community Safety Partnership roadshow in Tibshelf on Thursday 21<sup>st</sup> July to raise awareness of Anti-Social behaviour.

Cllr James Baron sent his apologies, but provided the following report for the meeting:

- He is arranging a meeting with Natalie Hoy to gather more data about Homelea and discuss what next for Tibshelf following on from the home closure.
- In regard to the school bus concerns raised he has spoken to the headteacher of the primary schools. He agreed with her stance on school times, as kids were missing over 40 hours of education throughout the year because of leaving early for the bus. However, he was arranging a meeting with the headteacher of the secondary school to ask her to hold the bus for 15 minutes to allow pickup of primary school students. Cllr Beckett stated that the decision from the school over the school bus has now been reversed.
- Cabinet are looking quite positively on the potential for a new school. There's likely to be a consultation to get the seal of approval from the residents of Tibshelf.
- He has raised the need for resurfacing works on the West View estate with highways.

Cllr Beckett raised concerns that there is a duplication of articles between the District and Parish Gazette (that has already been published), and the Parish Newsletter that is due to go to print shortly.

A member of the public requested that it was noted that Cllr Barron has confirmed that he will be making a donation to the Tibshelf Uniform Swap Shop.

**0722/2761 5 Confidential items**

It was resolved unanimously that items 19, 20 and 21 were confidential items.

**0722/2762 6 Chair's Announcements**  
None.

**0722/2763 7 To approve the draft minutes of the meeting of the Parish Council held on 21 June 2022.**

It was moved by Cllr Heffer, seconded by Cllr Beckett and resolved unanimously to approve the minutes of the 21 June 2022.

Cllr Beckett questioned why Cllr Watson was present at the Resources Committee meeting held on 12 July 2022 when minute number 0622/2747 item c of the meeting held on the 21 June 2022 confirms membership of the Resources committee to be: Cllr Heffer, Cllr Salt, Cllr Beckett, Cllr Brentnall, Cllr Coupe.

The clerk stated that they had been informed on the 5 July 2022 that the minutes of the 21 June 2022 were incorrect regarding Resources committee membership. As there was some confusion as to the correct membership of the committee, the minutes were as yet unsigned as a true record, so the councillor in question was invited to attend the Resources committee meeting on the 12 July 2022. As there remained some uncertainty, advice was sought on the matter.

At 19:34pm Cllr Watson resigned from all committees and left the meeting.

It was proposed by Cllr Beckett, seconded by Cllr Billington to approve the minutes of the meeting of the 21 June 2022. A vote was taken: 6 voted for and 2 abstained from voting.

**0722/2764 8 Project & Communications Officer's report**

a) Late Summer Newsletter Draft Approval – the Communications Officer (CPO) raised concerns on the legalities of the duplication of 3 articles between the District and Parish Gazette which has already been published, and the Parish Newsletter due to be printed shortly. The CPO advised council to remove the 3 articles and circulated suggested replacement articles to members – these were additional Jubilee celebration photographs and an article on the Tibshelf uniform swap shop.

It was moved by Cllr Beckett, seconded by Cllr Whitehead and resolved unanimously to remove the 3 articles covering The Green Bunch, Allotment lottery funding and BDC soft plastics recycling from the draft newsletter and replace with the Jubilee photographs and uniform swap shop article.

b) Neighbourhood Plan website going forward – The council has recently paid £400 for the Neighbourhood plan website hosting for the next 3 years. The quote from AML Ltd at the end of the 3 year period is £70 per annum. It moved by Cllr Coupe, seconded by Cllr Beckett and resolved unanimously to move the website hosting to AML Ltd in 2024.

c) Agenda and Minutes Retention on Website – It was moved Cllr Becket, seconded by Cllr Heffer and resolved unanimously to retain agendas and minutes on the parish website for a period of 5 years.

d) Christmas trees – The order for the wall mounted Christmas trees needs to be placed by September. Individual trees cost £160.00 and the clerk confirmed the allocated budget for Christmas lighting is this financial year is £4000.00. There were also installation costs to be considered. It was moved by Cllr Heffer, seconded by Cllr Vaughan and resolved unanimously that the Communications Officer would confirm the number of trees required 40 or 50 with the chair and that we would utilise up to an additional £4000 from the Covid fund to cover the purchase and installation costs.

**0722/2765 9 Responsible Finance Officer's report**

a. The financial position as at 30 June 2022 was noted. The clerk gave the following information on overspent budget allocations this financial year:

- Training – overspent by £240.00 as provision was not made for the new clerk to undertake CiLCA training.
- Health and safety – overspent by £631.00 due to the renewal costs of the health and safety advisors contract not including an administration fee.
- Office equipment – overspent by £429.00 due to the purchase of a laptop for the clerk to enable home working when needed.
- Neighbourhood planning – overspent by £160.00 due to full costs not being included in the grant application made in October 2020. The clerk advised that they have made a further grant application in July 2022.

b. It was moved by Cllr Beckett, seconded by Cllr Billington and resolved unanimously to approve the receipts and payments report for June 2022.

c. It was moved by Cllr Coupe, seconded by Cllr Beckett to approve a Natwest bank 'special instruction' mandate for the clerk.

d. It was noted that hanging basket sponsorship of £320.00 has been received.

e. It was noted that the village hall costs owed to the Council for period 1 of the financial year are £3788.61.

- f. It was noted that an amendment was made to the final Jubilee figure to £15772.51 due to reclaiming of VAT.
- g. It was unanimously agreed to accept the renewal quote from Time Assured Ltd for the servicing of the parish clock.
- h. To note a re-payment of £662.46 has been made to Groundwork UK in regard to unspent Neighbourhood Plan grant funds in line with the conditions of the grant.

**0722/2766 10 Correspondence received**

- a. A request for a memorial bench in the cemetery has been received and it was resolved unanimously to move this item to the next Resources committee meeting on the 13 September 2022.
- b. A request forwarded from Shirland and Higham Parish Council whereby a member of the public has asked for a dog waste bin or litter bin to be installed at the junction of Love Lane and Stonebroom Lane was considered and it was resolved unanimously not to be installed at this time, but the request would be noted

**0722/2767 11 To consider recent Planning information**

Application No: 22/00201/FUL

Proposal: Change of use of old silage pit from 100% agriculture to a mix of agriculture, forestry, horticulture and firewood and storage of equipment.

Location: Banks Farm Newton Road Tibshelf Alfreton

Further to my consultation regarding the above application for Full Planning Permission I write to inform you that permission for the proposal has been granted.

The above planning application amendment was noted.

**0722/2768 12 Consideration of winter planting of the boundary planters.**

It was resolved unanimously that Cllr Coupe would bring further information and costings to the next meeting on the 20 September 2022.

**0722/2769 13 Councillor Code of Conduct**

Moved by Cllr Beckett, seconded by Cllr Whitehead to accept the Councillor Code of Conduct document.

**0722/2770 14 Complaints procedure**

Moved by Cllr Coupe, seconded by Cllr Beckett and resolved unanimously to accept the revised Complaints Procedure with a minor amendment to point 5.

**0722/2771 15 Equality and Diversity policy**

Moved by Cllr Beckett, seconded by Cllr Varney and resolved unanimously to accept the revised Equality and Diversity policy.

**0722/2772 16 Village Hall committee meeting minutes of the 26.04.2022.**

Noted.

**0722/2773 17 As-yet unapproved Village Hall committee meeting minutes of the 05.07.2022.**

Noted.

**0722/2774 18 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.

**0722/2775 19 Confidential item - Operation London Bridge policy**

It was unanimously resolved to accept the Operation London Bridge policy as per the discussion at the meeting of the 21 June 2022.

**0722/2776 20 Confidential item – Staff overtime for June 2022**

Moved by Cllr Beckett, seconded by Cllr Whitehead and resolved unanimously to accept the staff overtime report for June 2022.

**0722/2777 21 Confidential item – First aid training**

It was unanimously agreed for the clerk to seek further costing information on Effective First Aid at Work Certificate training for council staff and councillors to be held within the village hall.

To confirm date and time of next meeting – Sept 20th, 7pm in the Village Hall.