

Date: 21st September 2022

To: Tibshelf Parish Councillors

You are summoned to attend the meeting of Tibshelf Parish Council to be held at 7pm on Tuesday 27th September 2022 at the Village Hall.

Rachel Tattershaw

Clerk to the Council (theclerk@tibshelfparishcouncil.gov.uk)

AGENDA (MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND)

1. To receive apologies for absence

2. Declaration of Members' Interests

3. Requests for Dispensations

To receive and, if appropriate, approve.

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

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.

6. Chair's Announcements

7. To approve the draft minutes of the meeting of the Parish Council held on 19th July 2022.

8. Newsletter article legal advice – report attached.

9. Project & Communications Officer's report, including

- a) Winter newsletter edition schedule
- b) Questions for School Students update
- c) Christmas Lights update
- d) Emergency contacts poster

10. Finance reports - attached including relevant papers in the report

- a) To approve receipts and payments for July and August 2022.
- b) To note the attached report of Actual/Budget statement April 2022 to August 2022.
- c) To note the Legionella Risk Assessment and Management Asbestos Survey costs.
- d) To note the urgent repair costs to the Sunnybank playground cantilever swing.
- e) To consider and approve financial regulations requirements:
 1. Approval of a regular payments list.
 2. Approval of monthly invoice payments.
- f) To note the AGAR external response for the 2021-22 financial year.
- g) To consider a quote from DALC to undertake an internal audit for the Council for the year ending 31 March 2023

11. Clerks report attached including relevant papers in the report:

- a) St John ambulance first aid training quote.
- b) To consider the option to 'opt out' of the SAAA external audit.
- c) Cricket club update.
- d) Football club licence update.

- 12. To approval submission of the Neighbourhood Plan to the District Council – copy emailed.**
- 13. Correspondence received:**
 - a) To note a letter from Derbyshire Building Control Partnership re the start of demolition works on the flats on High Street – attached.
 - b) To consider the Hedgehog Highway Project – letter attached
 - c) To note a letter from Superintendent Jon Clark regarding the police's role in assisting with Remembrance events- letter attached.
- 14. Review of the Village Hall terms of reference – to consider amending sec 5.2 to enable the VH committee to make decisions that will be brought back to the council for noting.**
- 15. Review of the Health and Safety Committee terms of reference - to consider amending to include a spend allowance of £5000.**
- 16. Review of the Resource Committee terms of reference – to consider amending due to the Vice Chair's resignation.**
- 17. Election of a Resources committee member.**
- 18. Election of a Finance committee member.**
- 19. Election of a Village Hall committee member.**
- 20. Approval of an amendment to the Village Hall governance document registered with the Charity Commission - to include attendance of members of the public at committee meetings.**
- 21. Christmas events to include:**
 - a) Carol concert
 - b) Christmas light switch on
 - c) Christmas market
- 22. Remembrance Sunday.**
- 23. To consider winter initiatives including:**
 - a) Warm bank
 - b) Community fridge
 - c) Soup kitchen.
- 24. To consider recent planning information, including:**
 - a) Cornerstone planning consultation 10969724 – emailed 16.08.22 – no comments received
 - b) 22/00267/FUL (GARAGE BLOCK – Meadow Close) Permission granted.
 - c) 22/00117/OUT (38 Chesterfield Rd, Tibshelf) Permission granted.
 - d) 22/00424/FUL (100 Chesterfield Rd, Tibshelf) emailed 30.08.22 – no comments received
 - e) 22/00430/FUL (13 Babbington Street Tibshelf) emailed 30.08.22 – no comments received.
 - f) 22/00459/FUL (127-129 High Street, Tibshelf) – comments due by 29.09.22 – attached.
 - g) 22/00458/FUL (16 Overmoor View, Tibshelf) – comments due by 27.09.22 - attached
- 25. To note as-yet unapproved Health and Safety committee minutes of the 16.08.2022 – attached.**
- 26. To note as-yet unapproved Village Hall committee meeting minutes of the 06.09.2022 – attached.**
- 27. To note the notes of the Neighbourhood Plan Steering Group of the 18.07.2022 – attached.**
- 28. 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.
- 29. Confidential item - To note the resignation of the Parish Clerk/Responsible Finance Officer.**
- 30 Confidential item – To note a letter from the Clerk re payrise arrears.**
- 31. Confidential item - To approve the recruitment process for a new Parish Clerk/RFO.**

- 32. Confidential item - To approve the appointment of a Locum Clerk.**
- 33. Confidential item - Staff training requirements**
- 34. To consider moving the next council meeting to the 25 October 2022 at 7 p.m. in the Village hall.**