

**Meeting of TIBSHELF PARISH COUNCIL held on
TUESDAY 20 JUNE 2023 in the Parish Council Meeting Room at 7.00 pm.**

MINUTES

Present: Cllr A Beckett, Cllr S Wood, Cllr R Vaughan, Cllr J Gilbody, Cllr H Varney, Cllr M Ward, Cllr B Jones, Cllr M Watkinson and Cllr L Kingscott.

In attendance: R Tattershaw (Parish Clerk), M Scarborough (Comms and Project Officer) and 2 members of the public.

0623/3027 1 To receive apologies for absence

Apologies received from Cllr Foley.

0623/3028 2 Variations of order of business.

None.

0623/3029 3 Declaration of Members' Interests

None.

0623/3030 4 Requests for Dispensations

None.

0623/3031 5 Public Speaking

A member of the public representing The Allotment Society stated that they were struggling with the theft of produce and equipment on the allotments due to damage/vandalism to part of the perimeter fencing, and also damage to other perimeter fencing within that area that they believe is owned by DCC. Some of the thefts have been reported to the police and the police have visited the site. A request was made for the Parish Council to repair the fencing.

Cllr Ward feedback on behalf of The Green Bunch that the Tom Hulatt plaques on the trail require some repairs, possibly re-bronzing.

Cllr Gilbody in his role as District Councillor gave the following update:

A loose manhole cover on the old flats site has been refixed.

The infant school have requested a barrier to the cabin on High Street to protect children walking past.

There are 2 pots of Section 106 money:

1. £10,176.00 from the Spa Croft development. This needs to be spent by 22/03/2024 and has been earmarked for Art within Tibshelf. Artwork is planned for the corner of Spa Croft.
2. £164,153.00 from the Mansfield Road development. This needs to be spent by December 2024 and has been earmarked for sport. BDC are working with the Football Foundation on the installation of a 3G pitch on the Shetland Road playing field. Plan B for this money is the upgrading of the existing sports pavilion.

Cllr Beckett said she felt there had been no consultation with the Parish Council over the spending of the Section 106 money from the Mansfield Road development, and she would welcome a discussion on the maintenance and running costs of a 3G pitch to enable the Parish Council to plan for the spends.

0623/3032 6 Confidential items

It was agreed no items on the agenda were confidential.

0623/3033 7 Chair's Announcements

Cllr Beckett confirmed that the Tibshelf Community Association will be holding this year's carnival on the Shetland Road playing field on Saturday 22nd^h July, with the funfair also possibly visiting on the 29th, 30th June and 1st July with bigger rides for older children. Cllr Beckett confirmed the Parish Council insurance covers the playing field and the attractions have their own public liability insurance cover in place.

Cllr Beckett asked if the Toddler Group could borrow the Parish truck to use as a float for the parade. The Clerk agreed to review the insurance cover in place. If insurance was confirmed, the Clerk would put this onto the agenda of the Resources Committee on the 4th July 2023 for a decision.

0623/3034 8 To approve the draft minutes of the meeting of the Annual Parish Council meeting held 16th May 2023.

It was moved by Cllr Wood, seconded by Cllr Kingscott and **resolved** unanimously to accept the minutes of the 16 May 2023 as an accurate record.

0623/3035 9 Communications and Projects Officer (CPO)

- a) It was proposed by Cllr Varney, seconded by Cllr Wood and **resolved** unanimously to reduce the newsletter to 3 physical editions per year.
It was agreed the CPO would bring the schedule of newsletter dates to the next Full Council meeting.
It was agreed Councillors will feed back newsletter content comments to the CPO.
- b) It was noted that BDC will starting the review process for the PCSO on the Shetland Road playing field in the next few months and will contact the Parish Council for comments.
- c) The 'youth activities' training feedback was noted.
- d) Grant funding opportunities were noted.

0623/3036 10 Finance reports:

- a) It was moved by Cllr Kingscott, seconded by Cllr Beckett and **resolved** unanimously to accept the Internal Auditor's report for 22-23.
- b) It was moved by Cllr Beckett, seconded by Cllr Wood and **resolved** unanimously to approve the Council's 2022-23 Governance Statement.
- c) It was moved by Cllr Kingscott, seconded by Cllr Beckett and **resolved** unanimously to approve the Council's 2022-23 Accounting Statement.
- d) It was moved by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously to approve the date of Public Rights as 3rd July to 11th August 2023.
- e) It was moved by Cllr Kingscott, seconded by Cllr Watkinson and **resolved** unanimously to approve the attached Receipts and Payments report for May 2023.
- f) The income and expenditure report for April 2023 to May 2023 was noted.
- g) The increase in the defibrillator installation costs from £250.00 to £350.00 were noted.
- h) It was moved by Cllr Gilbody, seconded by Cllr Beckett and **resolved** unanimously to approve the increase in the Council annual insurance premium to £5308.80 after the completion of building valuations.
- i) Cllr Gilbody declared an interest in this item. The Kings Coronation event financial breakdown recording a final event cost of £3710.39 was noted.
- j) The costs of £430.00 for urgent tree works undertaken on the Shetland Rd playing field were noted.
- k) It was moved by Cllr Wood, seconded by Cllr Beckett and **resolved** unanimously to remove ex-Councillor Heffer from the bank signatories and add Cllr Gilbody.
- l) The outstanding credit balance at Roy Nadin printers of £74.26 from the Neighbourhood Plan grant was noted.
- m) It was proposed by Cllr Wood, seconded by Cllr Gilbody and **resolved** unanimously to replace the West View noticeboard at a cost of £289.59.

0623/3037 11 Clerks Report

- a) The update on the Shetland Road amenities and playing field was noted. Including, re-painting of the playground equipment has been completed, emergency tree works have been undertaken, play area and outdoor gym signage is to be installed shortly, and the annual ROSPA playground inspection report has been completed.
- b) It was moved by Cllr Wood, seconded by Cllr Watkinson to accept the offer from BDC to plant 4 Common Oaks at the Shetland Road playing field after the recent vandalism of 4 trees planted to celebrate the Queens Jubilee in 2021. A vote was taken: 8 in favor, 1 abstention.
The Clerk informed Councillors that Stephen Rye has kindly contacted the parish office and offered to replace the trees and contribute towards the installation of CCTV.
- c) It was noted that the Parish cemetery safety 'topple test' was undertaken in April 2023. One memorial had been identified as high risk and the work had been completed to repair this at a cost of £70.00.
- d) The update on the Co Option process was noted.
- e) It was proposed by Cllr Wood, seconded by Cllr Kingscott and **resolved** unanimously to approve the circulation via email only of policies for review at a Full Council meeting.
- f) It was proposed by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously for the Clerk to contact The Allotment Society to establish fencing repairs required and seek quotes for information purposes for Full Council.

0623/3038 12 To note the minutes of the Neighbourhood Plan Steering Group meeting on the 16.05.2023 including dissolution of the Steering Group.

Noted.

0623/3039 13 To approve distribution of the Neighbourhood Plan and Supporting Evidence documents.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously to send a copy of the plan to the Derbyshire County Council archives, offer a copy to the mobile library, and store 10 copies in the parish meeting room.

0623/3040 14 To consider recent planning information, including:

Application No: 23/00194/FUL

Proposal: Demolition of temporary wooden lean-to structure and part of boundary wall section.

Development of a single storey extension with new boundary treatment to High Street

Location: 62 High Street Tibshelf Alfreton DE55 5NX

Applicant: Simon Haddock

Circulated via email 11.05.2023 – no comments.

Application No: 23/00257/FUL

Decision Level: Delegated

Proposal: Single storey extension to the rear/side

Location: 79 High Street Tibshelf Alfreton DE55 5NU

Applicant: Mr Steve Lowe

Circulated via email 16.05.2023 – no comments.

Regulation 14 consultation for the Shirland and Higham Neighbourhood Plan.

Circulated via email 22.05.2023 – no comments.

The Derbyshire County Council - Road Traffic Regulation Act 1984

(Tibshelf, Newton & Doe Lea Various Streets)

(Waiting Restrictions) Order 2023

- a) High Street Parking
- b) Doe Hill Lane parking Restrictions
- c) Junction of Back Lane and Wetton Lane with the High Street
- d) Junctions of Addison Street, Waverley Street and Heathfield Gardens with High Street

Circulated via email 25.05.2023

Response agreed:

- Having yellow lines installed in front of the flats on Wetton Lane will reduce parking availability for the residents of the flats.
- Reducing parking time from 1 hour to 30 minutes on the High Street will impact upon local businesses.
- That any Highway restrictions need to be enforced.

PROPOSED BASE STATION INSTALLATION UPGRADE AT CORNERSTONE 10969726, BT MAST WHITEBOROUGH, SEVERN TRENT WATER, NEWTONWOOD LANE, TIBSHELF, DERBYSHIRE, DE55 5TZ,

Emailed 05.06.2023- no comments.

Application No: 23/00292/FUL

Decision Level: Delegated

Proposal: Installation of three loading docks with adjustable height dock levellers and sunken ramp access

Location: 14 - 16 Saw Pit Lane Tibshelf Alfreton DE55 5NH

Applicant: Mr David Allen

Circulated via email 05.06.2023 – no comments.

Application No: 23/00299/DETOTH**Decision Level: Delegated**

Proposal: Application for prior approval for conversion of empty building previously used as office space to 4 single bedroom 37m2(minimum) apartments

Location: 127 - 129 High Street Tibshelf Alfreton DE55 5PP

Applicant: Mr John Pembery.

Circulated via email 06.06.2023

Response agreed:

1. There will be no outdoor space for the residents living in these apartments.
2. There is no parking available, and this would cause further parking on a busy High Street.

0623/3041 15 Correspondence received:

a) Email received from a member of the Parish regarding annual expenses/allowance.

It was moved by Cllr Beckett, seconded by Cllr Gilbody and **resolved** unanimously to revisit the decision on the Councillor annual expenses allowance each year at the Annual Parish Council Meeting, or sooner if requested by a member of the Council.

*It was **proposed** by Cllr Beckett as Chair, seconded by Cllr Wood and resolved unanimously to extend the meeting by 20 minutes.*

0623/3042 16 To approve the attached Co-Option policy.

It was moved by Cllr Kingscott, seconded by Cllr Beckett and **resolved** unanimously to approve the Co-Option policy.

0623/3043 17 To review and approve the Data Protection policy.

It was moved by Cllr Kingscott, seconded by Cllr Jones and **resolved** unanimously to approve the Data Protection policy.

0623/3044 18 To review and approve the Freedom of Information policy.

It was moved by Cllr Kingscott, seconded by Cllr Beckett and **resolved** unanimously to approve the Freedom of Information policy.

0623/3045 19 To review and approve the Social Media policy.

It was moved by Cllr Kingscott, seconded by Cllr Jones and **resolved** unanimously to approve the Social Media policy.

0623/3046 20 To approve the Terms of Reference for the Resources, Finance, Health and Safety Committee.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously to approve the Terms of Reference for the Resources, Finance, Health and Safety Committee.

0623/3047 21 To nominate Parish Council Liaison Representatives.

It was moved by Cllr Kingscott, seconded by Cllr Gilbody and **resolved** unanimously to nominate Cllr Varney and the Clerk as Parish Council Liaison Representatives.

0623/3048 22 To consider the development of a Council Business Plan.

It was agreed to move this item to the July agenda.

0623/3049 23 To consider registering the title of the Shetland Road playing field to ensure there are no delays to the potential plans of section 106 money funding a 3G pitch.

It was moved by Cllr Gilbody, seconded by Cllr Kingscott and resolved unanimously that the Clerk register the title of the Shetland Road playing field and ensure best value quotes are sought.

0623/3050 24 To confirm date and time of the next meeting.

18th July 2023 at 7pm.