

Date: 15th November 2023

To: Tibshelf Parish Councillors

You are summoned to attend the meeting of Tibshelf Parish Council to be held at 7pm on Tuesday 21st November 2023 in Tibshelf 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. Variations of order of business.**
- 3. Declaration of Members' Interests.**
- 4. Requests for Dispensations**
To receive and, if appropriate, approve.
- 5. 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
- 6. Confidential items**
The Council are recommended to resolve members of the press and public are excluded from the meeting during consideration of the following agenda items by reason of the confidential nature of the items of business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
- 7. Chair's Announcements**
- 8. To approve the draft minutes of the meeting of the Parish Council meeting held 17th October 2023.**
- 9. Finance reports – attached including relevant papers in the report**
 - a) To approve the attached Receipts/Payments and Reconciliation report for October 2023.
 - b) To note the attached income and expenditure report for April 2023 to October 2023.
 - c) To consider spending an additional £208.50 to the existing £800 budget on the Carol Service to fund a choir (£120.00) and banner (£88.50) – please note the Remembrance Service budget will be underspent by approx. £500.
 - d) To approve the 2023 National Salary Award for staff of £1925 on all pay points - pro rata for part time staff, and backpay to the 1st of April 2023.
 - e) To consider investing reserves with Bolsover District Council and to approve an investment amount - to note there are no limits on the investment amount and there are no administration fees.
 - f) To approve a contractor installing and PAT testing the Christmas trees on the High Street for a cost of £250.00.
 - g) To approve transferring the Warm Bank grant of £1000 into Ear Marked Reserves.
 - h) To consider a quote to cut back 2 Parish Council owned trees overhanging the Sports Ground boundary onto Newton Road.
 - i) To note the contractor approved to install the 10 Christmas trees on the lamp posts is no longer able to undertake the work, and to consider alternative options and agree actions and expenditure.
- 10. Clerks report – attached including:**
 - a) To note the annual Health and Safety visit feedback.
 - b) To note an update on the Football Club.
 - c) To note an update on the tree works undertaken at the cemetery.
 - d) To note the Parish Office Christmas opening hours.
 - e) To note an update on the D Day 80th Anniversary on the 6th of June 2024 and approve Council participation and associated costs.

11. Project & Communications Officer incl,

- a) Spring Edition newsletter Schedule.
- b) Neighbourhood watch Update.
- c) Grant Funding Opportunities.

12. Correspondence received:

- a) To note a volunteer's verbal feedback on the Remembrance Parade.
- b) To note a letter from Bolsover District Council and consider the School Holiday Activity Scheme and approve associated costs for 24/25 – letter attached.

13. To consider recent planning information, including:

Application No: 23/00545/FUL

Decision Level: Delegated

Proposal: Retention of Temporary Storage Structure (20m x 50m) approved under planning permission 18/00431/FUL (approved on the 11th of October 2018), for a further 5 years from the 31st of December 2023 until the 31st December 2028.

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

Applicant: Mr Michael Hall

Circulated via email 01/11/2023

Application No: 23/00349/FUL

Proposal: Construction of a terrace of 3 no three bed houses and 2 detached four bed houses with associated off-street parking and amenity space

Location: Land at Former 45 High Street Tibshelf

Applicant: Mr Steve Rye

Circulated via email 01/11/2023

14. To note Parish Council event updates, incl:

- a) Christmas Craft Fayre.
- b) Christmas light switch on event.
- c) New Year's Eve family party.

15. To consider and approve donating the funds raised from the Christmas Light Switch on Event refreshments to a local charity/group.

16. To note the PSPO response from Bolsover District Council and agree actions on schedule 1 information and expenditure on signage requirements.

17. To accept and adopt the Parish Council Health and Safety Responsibilities – document attached.

18. To note the receipt of a grant of £1000 for the Warm bank and agree actions and expenditure.

19. To consider the Section 106 Working Party recommendations and approve a project for the funds.

20. To approve a Media policy – draft attached.

21. To review the Risk Management Strategy and Risk Register – document emailed.

22. To review and approve the Disciplinary policy – document emailed.

23. To review and approve the Grievance policy – document emailed.

24. To confirm that all Council employees are employed under an appropriate contract of employment.

25. To confirm all criteria is in place to make an application for the 'Foundation' Local Council Award Scheme – document emailed.

26. To consider a Parish Councillors quarterly surgery.

27. To review the Council Plan – document emailed.

28. To consider a Community Scheme to support Council maintenance repairs.

29. Exclusion of public and press

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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.

30. To note an update on the Temporary Cleaner position.

31. To confirm date and time of the next meeting.