

**Meeting of TIBSHELF PARISH COUNCIL held on  
TUESDAY 21 November 2023 in the Parish Council Meeting Room at 7.00 pm.**

**MINUTES**

Present: Cllr A Beckett (Chair), Cllr S Wood, Cllr J Gilbody, Cllr M Ward, Cllr H Varney and Cllr L Kingscott.

In attendance: R Tattershaw (Parish Clerk) and 4 members of the public.

**1123/3214 1 To receive apologies for absence**

Apologies received from Cllr B Jones, Cllr M Watkinson, Cllr D Rutland and Cllr G Foley.

Not present: Cllr R Vaughan

**1123/3215 2 Variations of order of business.**

None.

**1123/3216 3 Declaration of Members' Interests.**

Cllr Wood declared an interest in items:

9g - To approve transferring the Warm Bank grant of £1000 into Ear Marked Reserves.

14c - New Year's Eve family party.

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

**1123/3217 4 Requests for Dispensations**

None.

**1123/3218 5 Public Speaking**

Representatives from The Green Bunch delivered their proposal for planting within the Village Hall car park - this will be included on the Village Hall Committee agenda for consideration on the 9 January 2024.

A member of the parish reported that there was shooting of wildlife on a daily basis in the woods off Benhurst Fields, behind Meadow Close. The Clerk was asked to report this to the police.

Cllr Wood reported the Shetland Road playground has been closed at 3.45pm and children asked to leave on two occasions recently. The Clerk to ensure the playground isn't closed before 4.15pm.

Cllr Ward reported that Wetton Lane was still flooded. Cllr Ward to report this to DCC.

Cllr Kingscott raised concerns that County Councillor James Barron has not attended a Parish meeting since earlier in the year. The Clerk to write to Cllr Barry Lewis regarding this.

Cllr Gilbody in his role as District Councillor updated on the following:

- Barrier at the school – all Governors have written to MP Mark Fletcher with their concerns for the safety of children.
- West View Highway works – he has spoken with Cllr Barron, there is no further update at this time.
- No7 footpath – still awaiting clearance.
- Cllr Gilbody and Cllr Watson are currently working on giving out £1000 grants to community groups.

#### **1123/3219 6 Confidential items**

It was agreed that in view of the confidential nature of the business in item 30 to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1 and under the General Data Protection Regulation and Data Protection Act 2018.

#### **1123/3220 7 Chair's Announcements**

None.

#### **1123/3221 8 To approve the draft minutes of the meeting of the Parish Council meeting held 17th October 2023.**

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

#### **1123/3222 9 Finance reports**

- a) It was moved by Cllr Wood, seconded by Kingscott and **resolved** unanimously to approve the Receipts/Payments and Reconciliation report for October 2023. (Appendix 1123/3221A).
- b) The income and expenditure report for April 2023 to October 2023 was noted. (Appendix 1123/3221B).
- c) It was moved by Cllr Kingscott, seconded by Cllr Gilbody and **resolved** unanimously to spend an additional £208.50 to the existing £800 budget on the Carol Service to fund a choir (£120.00) and banner (£88.50).
- d) It was moved by Cllr Kingscott, seconded by Cllr Gilbody and **resolved** unanimously 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) It was moved by Cllr Varney, seconded by Cllr Gilbody and **resolved** unanimously to invest reserves with Bolsover District Council and to approve an investment amount of £50K. The Clerk to agenda the review of the investment amount at quarterly meetings.
- f) It was moved by Cllr Kingscott, seconded by Cllr Wood and **resolved** unanimously to approve R Cook electrical contractor installing and PAT testing the Christmas trees on the High Street for a cost of £250.00.
- g) It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously to transfer the Warm Bank grant of £1000 into Ear Marked Reserves.
- h) It was moved by Cllr Beckett, seconded by Cllr Wood and **resolved** unanimously to accept the quote from S Burrows for £480.00 to cut back 2 Parish Council owned trees overhanging the Sports Ground boundary onto Newton Road.
- i) It was moved by Cllr Kingscott, seconded by Cllr Gilbody and **resolved** unanimously to approve the quote from Civic Pride UK Ltd for £1000.00 to install the 10 Christmas trees on the lamp posts.

#### **1123/3223 10 Clerks report**

- a) The annual Health and Safety visit feedback from the Worknest Consultant was noted including the requirement for a Parish Council Emergency Plan.
- b) An update on the Football Club including the signing of the licence addendum, emptying of the pavilion storeroom, and the storage container not yet being painted in anti-climb paint or having health and safety signage was noted. It was **resolved** the Clerk would request the Football Club install health and safety signage on the container as a priority.
- c) It was noted that the Willow tree works at the cemetery had been completed.
- d) The Parish Office Christmas opening hours were noted.
- e) An update on the D Day 80th Anniversary on the 6th of June 2024 was noted. It was **resolved** this will be included in the Full Council agenda on the 9 December 2023 for further discussion.

#### **1123/3224 11 Project & Communications Officer**

- a) The Spring Edition newsletter Schedule was noted.
- b) It was noted that the Neighbourhood Watch Scheme Working Party would be included in the Full Council agenda on the 9 December 2023.
- c) Grant Funding Opportunities were noted.

**1123/3225 12 Correspondence received**

- a) A volunteer has verbally feedback that they felt there was a lack of Councillors in attendance at the Remembrance Parade and more Marshalls were required. It was **resolved** this be included in the Full Council agenda on the 9 December 2023 for further discussion.
- b) A letter from Bolsover District Council offering a School Holiday Activity Scheme was noted and it was **resolved** the Clerk would ask if they could attend the December meeting to provide further information on funding and provision.

**1123/3226 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. No comments received.

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. No further comments received.

**1123/3227 14 To note Parish Council event updates**

- a) Christmas Craft Fayre – Held 18<sup>th</sup> November and very well attended.
- b) Christmas light switch on event 1<sup>st</sup> December – there will be a Santa's grotto (for Tibshelf children only), children's activities, light switch on and bar. 8 Volunteers were confirmed.
- c) New Year's Eve family party – Disco and games to be held, no prepared food, people can bring their own food. 9 Volunteers were confirmed.

**1123/3228 15 To consider and approve donating the funds raised from the Christmas Light Switch on Event refreshments to a local charity/group.**

Cllr Kingscott declared an interest in this item.

The Clerk & RFO asked Councillors to take into consideration the running costs of the village hall with this decision.

It was moved by Cllr Wood, seconded by Cllr Beckett and **resolved** unanimously to donate the funds raised from the Christmas Light Switch on event to local Scout group.

**1123/3229 16 To note the PSPO response from Bolsover District Council and agree actions on schedule 1 information and expenditure on signage requirements.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously that in view of the confidential nature of the business in item 16 to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1 and move this item to item 31.

**1123/3230 17 To accept and adopt the Parish Council Health and Safety Responsibilities**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and resolved unanimously to accept an adopt the Parish Council Health and Safety Responsibilities document.

**1123/3231 18 To note the receipt of a grant of £1000 for the Warm bank and agree actions and expenditure.**

It was moved by Cllr Gilbody, seconded by Cllr Kingscott and **resolved** unanimously to spend £200 of the grant funds on hot food for the Christmas party.

**1123/3232 19 To consider the Section 106 Working Party recommendations and approve a project for the funds.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **resolved** unanimously to approve the recommendations of the Section 106 Working Party and for Bolsover District Council to seek further information on smaller projects for the Shetland Road Sports Ground incorporating the following:

- Zip wire
- Small skate park/ramp
- Improved play area items for younger children
- Youth shelters
- Extra basketball/football net facility
- Climbing net web.
- Path extension to access the facilities.

And the possibility of utilising the funds towards match funding grant applications to re-build the pavilion.

**1123/3233 20 To approve a Media policy**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and resolved unanimously to approve the media policy.

**1123/3234 21 To review the Risk Management Strategy and Risk Register.**

The Risk Management Strategy and Risk Register was reviewed.

**1123/3235 22 To review and approve the Disciplinary policy.**

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

**1123/3236 23 To review and approve the Grievance policy.**

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

**1123/3237 24 To confirm that all Council employees are employed under an appropriate contract of employment.**

It was confirmed by the Clerk that all Parish Council employees are employed under an appropriate contract of employment.

**1123/3238 25 To confirm all criteria is in place to make an application for the 'Foundation' Local Council Award Scheme.**

It was moved by Cllr Gilbody, seconded by Cllr Beckett and **resolved** unanimously that all criteria is in place to make an application for the 'Foundation' Local Council Award Scheme

**1123/3239 26 To consider a Parish Councillors quarterly surgery.**

It was **resolved** to hold a quarterly Parish Council surgery in the Village Hall. The Clerk to circulate dates for the first 2 meetings.

**1123/3240 27 To review the Council Plan.**

The Council Plan was reviewed.

**1123/3241 28 To consider a Community Scheme to support Council maintenance repairs.**

It was **resolved** the Communications and Projects Officer would write an article seeking volunteers from the community to support with events and maintenance repairs.

**1123/3242 29 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.**

**1123/3243 30 To note an update on the Temporary Cleaner position.**

The recommendation from the Resources, Finance, Health and Safety Committee to place the recruitment on hold for the temporary cleaner position until Spring 2024 was noted.

**1123/3244 31 To note the PSPO response from Bolsover District Council and agree actions on schedule 1 information and expenditure on signage requirements.**

It was resolved to exclude dogs from the whole of the Shetland Road Sports Ground on the PSPO. The Clerk to contact Bolsover District Council for further information and confirm signage requirements and update at the Full Council meeting on the 12.12.2023.

**1123/3245 32 To confirm date and time of the next meeting.**

12<sup>th</sup> December 2023 at 7pm.

The meeting closed at 9pm.