

**Minutes of the Meeting of Tibshelf Parish Council held on Tuesday 15<sup>th</sup> October 2024 at 7pm in Tibshelf Village Hall.**

**DRAFT MINUTES**

Present: Cllr A Beckett (Chair), Cllr J Gilbody (Vice Chair), Cllr M Ward, Cllr M Watkinson, Cllr G Foley, Cllr D Rutland, Cllr R Vaughan, Cllr S Wood, and Cllr L Kingscott.

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

**1024/3463 To receive apologies for absence.**

Apologies received from Cllr B Jones and Cllr H Varney.

**1024/3464 To consider reasons for absence provided by Councillors who cannot attend and resolve the Council's acceptance.**

It was moved by Cllr Gilbody, seconded by Cllr Watkinson, and resolved unanimously to accept Cllr Jones and Cllr Varney's reasons for absence.

**1024/3465 Variations of order of business.**

None.

**1024/3466 Declaration of Members' Interests**

Cllr Wood, Cllr Kingscott and Cllr Beckett declared an interest in item 14) To consider the Parish Council taking ownership of the Parish Carnival from Tibshelf Community Association including associated costs and organisational support.

**1024/3467 Requests for Dispensations**

None received.

**1024/3468 Public Speaking**

A member of the public raised concerns that the bins on the play areas at Clover Court are being used for the disposal of dog bags. Cllr Gilbody in his capacity as Dst Councillor to investigate this further.

Cllr Wood stated that the PCSO's were now going to undertake their community consultations at the Warm Bank on Tuesday afternoons.

Update from Cllr Gilbody in his position as District Councillor:

- The arson on the new playground has been reported to the BDC Anti-Social Behaviour Team.
- He will obtain and share the BDC bin collection schedule with the council.
- He will confirm ownership of dog bins in Tibshelf.

Cllr Beckett stated that BDC now require a completed Events Management Plan sending to them before large scale future events that require a TENS licence. The Clerk confirmed she had also been asked to complete one for the Fireworks Display.

**1024/3469 Confidential items**

It was agreed item 22) To consider recommendations from the Resources Committee on the staffing review including costings was confidential in nature under the Data Protection Act 2018 and the Local Government Act 1972 (Schedule 12A).

### 1024/3470 Chair's Announcements

Cllr Beckett thanked Councillors for attending the opening of the Section 106 new play equipment on the Shetland Rd Sports Ground on the 12<sup>th</sup> October 2024.

### 1024/3471 To approve the draft minutes of the meeting of the Full Council held 17<sup>th</sup> September 2024.

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

### 1024/3472 Communications & Projects Officer

#### a) To approve seeking new printing quotes for the newsletter.

It was moved by Cllr Beckett, seconded by Cllr Wood, and resolved unanimously that the CPO would ascertain new printing quotes for the parish newsletter.

#### b) To note an update on the pavilion rebuild project.

The Football Foundation have confirmed they do not support grants for application fees, but they could fund up to 60% of the project costs. They are currently waiting for their Autumn statement before opening the next funding round.

#### c) To approve road signs to advertise events and any associated costings.

Martins have confirmed they are happy to provide 5 roadside signs for events. It was agreed not to advertise the fireworks display due to the presale of wristbands for entry, but to ensure the Remembrance Parade road closure is advertised. The CPO to offer Martins a free advert in the parish newsletter for their support. The Clerk to write a letter of thanks on behalf of the Parish Council.

#### d) To note grant funding opportunities.

Noted.

7.20pm – Mark Scarborough left the meeting.

### 1024/3473 Finance reports

#### a) To approve the attached Receipts/Payments and Reconciliation report for September 2024.

It was moved by Cllr Wood, seconded by Cllr Beckett, and **resolved** unanimously to approve the Receipts/Payments and Reconciliation report for September 2024.

#### b) To note the attached income and expenditure report for April 2024 to September 2024.

Noted. The Clerk highlighted the following:

- i. There has been a significant underspend on the insurance premium this year due to moving to a new insurer.
- ii. The overspend on the office equipment budget was due to the replacement of secure cabinets and desks to ensure the safe storage of paperwork.
- iii. The overspend on the maintenance budget is due to extensive tree works undertaken on the Shetland Road Sports Ground.
- iv. The projected overspend on the pavilion budget is due to the fire safety works undertaken.

#### c) To note receipt of the External Audit Report and Certificate.

Noted.

#### d) To note the parish truck has been re-insured at a cost of £844.38 for the year.

Noted.

#### e) To approve costs of £180 for 3 x Councillors to attend the DALC Annual Conference.

It was moved by Cllr Gilbody, seconded by Cllr Wood, and **resolved** unanimously for 3 councillors to attend this year's DALC Annual Conference at a cost of £180.

#### f) To approve £250 spends from the Warm Bank EMR for the Christmas feast.

It was moved by Cllr Gilbody, seconded by Cllr Kingscott, and **resolved** unanimously to approve the spends of £250 from the Warm Bank EMR for the Christmas Feast.

#### g) To approve a quote of £1600 to supply, erect, decorate and dispose of a 20ft Christmas tree and fit the small trees to the High Street brackets and PAT test.

It was moved by Cllr Kingscott, seconded by Cllr Gilbody, and resolved unanimously to approve the quote for £1600 from R Cook Electrical.

#### h) To consider Christmas Tree lamp post options and associated costings.

It was agreed to accept the quote for £1000 from Civic Pride to install the 10 , lamp post Christmas trees.

- i) To consider a quote for £5599 for the installation of CCTV on the pavilion and play areas at the Shetland Road Sports Ground, and note the offer of a £3000 donation towards the installation costs.

It was noted by the Clerk that the correct amount of the quote is £5998.90.

It was moved by Cllr Kingscott, seconded by Cllr Gilbody, and **resolved** unanimously to approve the quote for £5998.90 from R Cook Electrical for the installation of CCTV on the pavilion and play areas at the Shetland Road Sports Ground based on a £3000 donation offered towards the costs from Stephen Rye.

#### **1024/3474 Clerks Report**

- a) To note an update on the Football Club Licence.

Tibshelf Football Club have confirmed that Steve Clements has remained involved in the football club and they are happy for him to remain on the licence as a Trustee – this has also been confirmed with Steve. Therefore, the Licence no longer requires updating by a solicitor.

- b) To note an insurance update on the High Street bus shelter and approve its replacement.

It was moved by Cllr Beckett, seconded by Cllr Kingscott, and **resolved** unanimously to approve a quote for £3830 plus VAT provided by DCC to replace the bus shelter on High Street with a 'like for like' design. It was noted that the insurance company have confirmed they are happy with this quote and have sent a payment of £3580 (£250 excess deducted) to the Parish Council bank account.

- c) To note an update on footpath No. 7.

There are some overhanging hedge branches from the allotment boundary, but the main issue is brambles growing along and across the path. DCC Public Rights of Way have confirmed these are their responsibility, they were missed of this year's works schedule, but will be included on next year's. The Clerk has contacted County Councillor James Barron to seek his support on this issue.

- d) To consider a tree survey at a cost of £150 being undertaken on the allotments owned by Tibshelf Parish Council.

It was moved by Cllr Beckett, seconded by Cllr Rutland, and **resolved** unanimously to approve the tree survey on the allotments at a cost of £150.

- e) To consider the Parish Council signing up to the Winter Service Scheme

It was moved by Cllr Gilbody, seconded by Cllr Kingscott, and **resolved** unanimously to sign up the Rangers as Snow Wardens to the Winter Service Scheme.

- f) To note the completion of the Sec 106 project at Shetland Road Sports Ground.

Noted.

- g) To note anticipated Holiday Activity Fund costs for 2025/26.

It was noted that the costings for 25/26 are expected to increase and the match funding required from the Parish Council for 20 sessions is projected to be £3900, compared to £2160 for 16 sessions in 24/25. The Clerk to seek prices for a smaller package of sessions.

- h) To consider the installation of 2 PIR's (external sensors) for the walkway and meeting room entrance lights on the pavilion at a cost of £150.00.

It was agreed not to install 2 PIR's (external sensors) for the walkway and meeting room entrance lights on the pavilion at a cost of £150.

#### **1024/3475 To consider recent planning information, including:**

Application No: 24/00048/FUL

Proposal: Development of 4 semi-detached dwellings and two storey rear extension to number 17 Babbington Street

Location: 17 Babbington Street Tibshelf Alfreton DE55 5QD

Applicant: Mr S Easto

Emailed to Councillors 12.09.2024.

No comments.

Application No: 24/00436/FUL

Decision Level: Delegated

Proposal: Rendering and height increase to front boundary wall, additional gates, railings and piers.

Location: 6 Babbington Street Tibshelf Alfreton DE55 5QD

Applicant: Mr Williams

Emailed to Councillors 20.09.2024.

Reply sent 04.10.2024 – No comments.

Application for Works to Tree(s) in a Conservation Area

Application No: 24/00454/TCON

Decision Level: Delegated

Proposal: Various works to trees - to fell 5 trees (1,2,3,5 and 7), crown reduction to 2 trees (6 and 8)

and to fell 2 stems and crown reduction to 3rd stem tree (4)

Location: 2 High Street Tibshelf Alfreton DE55 5NY

Applicant: Dr Janet Colwill

Emailed to Councillors 01.10.2024.

No comments.

**Granted applications:**

Application No: 23/00634/FUL

Proposal: Extension of HGV parking facilities and the re location of the coach park

Location: Roadchef Tibshelf Services M1 Northbound Newtonwood Lane Tibshelf

Applicant: Ms Garry Ltd

Emailed to Councillors 05.08.2024.

Permission for the proposal has been granted subject to conditions.

Noted.

**1024/3476 To consider the Parish Council taking ownership of the Parish Carnival from Tibshelf Community Association including associated costs and organisational support - tabled by Cllr Beckett.**

Cllr Beckett feedback the following on behalf of Tibshelf Community Association (TCA):

- They feel the carnival has lost momentum and would benefit from some new people becoming involved.
- The approx. annual cost of the carnival is £3000-£3500 which covers costs for licences, acts, insurance, and the marquee.
- Money can be made back from stalls and the fair rides if the weather is good.
- Tibshelf Community Association are happy to continue fund raising for the carnival.
- There may be the possibility of the TCA transferring some funds to the carnival to support next year's event.
- Attendance is usually 1000+ people.

The Clerk asked Council to note the following:

- They will need to ensure there is budget provision for the carnival of £3500 in case of poor weather.
- August is the main holiday month for Council staff.
- As the event will be attended by over 1000 people the Risk Assessment will need to be agreed by our insurers and an Event Management Plan will be required by BDC.
- All stall holders will need to provide evidence of public liability insurance to meet the Parish Council insurance conditions.
- Councillors will need to fully support the planning and delivery of the event.

It was moved by Cllr Gilbody, seconded by Cllr Watkinson, and **resolved** unanimously that the Parish Council take ownership of the Parish Carnival.

**1024/3477 To note the draft minutes of the Resources Committee meeting held 24.09.2024.**

Noted.

**1024/3478 To approve the Sickness Absence Policy as per the Resources Committee recommendation.**

It was moved by Cllr Kingscott, seconded by Cllr Beckett, and **resolved** unanimously to approve the Sickness Absence Policy.

**1024/3479 To note the draft minutes of the Events Committee meeting held 01.10.2024 and approve the following recommendation:**

**a) To approve a budget of £1000 for the purchase of refreshments to be sold at the Fireworks Event.**

Draft minutes noted. It was moved by Cllr Gilbody, seconded by Cllr Wood, and **resolved** unanimously to approve a budget of £1000 for the purchase of refreshments to be sold at the Fireworks Event.

**1024/3480 To consider a quote for £300 to provide security at the Fireworks Display.**

It was moved by Cllr Gilbody, seconded by Cllr Watkinson, and **resolved** unanimously to approve a quote for £300 to provide security at the fireworks display.

**1024/3481 To review and approve the Health and Safety Policy.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **resolved** unanimously to approve the health and safety policy.

**1024/3482 To review and approve the Safeguarding Policy.**

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

**1024/3483 Confidential items**

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.

**1024/3484 To consider recommendations from the Resources Committee on the staffing review including costings.**

It was agreed that the Resources Committee would re-visit the staffing review.

**1024/3485 To confirm date and time of the next meeting.**

Tuesday 19<sup>th</sup> November at 7pm.

Meeting closed at 8.45pm.