

**Minutes of the Annual Meeting of Tibshelf Parish Council held on Tuesday 20th May 2025  
at 7pm in Tibshelf Village Hall.**

**DRAFT MINUTES**

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

In attendance: County Cllr David Harvey, R Tattershaw (Parish Clerk) and 2 members of the public.

**0525/3630 To elect a Chair for the forthcoming year.**

Cllr Beckett asked for nominations for the position of Chair.

Cllr Wood nominated Cllr Gilbody.

A vote was taken: All in favour.

Cllr Gilbody accepted the position and signed the Declaration of Acceptance of Office.

**0525/3631 To elect a Vice Chair for the forthcoming year.**

Cllr Gilbody asked for nominations for the position of Vice Chair.

Cllr Foley nominated Cllr Vaughan.

Cllr Watkinson nominated Cllr Kingscott.

A vote was taken: Cllr Vaughan (5 voted for); Cllr Kingscott (2 voted for); 1 abstention.

Cllr Vaughan accepted the position.

**0525/3632 To receive and note apologies from Councillors not able to attend.**

Apologies received from Cllr M Ward and Cllr H Varney.

**0525/3633 To consider reasons for absence provided by Councillors who cannot attend and resolve the Council's acceptance.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to accept the reasons for absence.

**0525/3634 Variations of order of business**

None.

**0525/3635 Declaration of Members' Interests**

None received.

**0525/3636 Requests for Dispensations**

None received.

**0525/3637 Confidential items**

It was agreed unanimously that item 29 To note appraisal feedback and approve incremental progression for the Communications and Projects Officer backdated to the 1st of April 2025 was confidential under the Data Protection Act 2018.

**0525/3638 Public Speaking**

It was asked if a response had been received from DCC Highways regarding concerns raised about the speed of traffic on Chesterfield Rd. The Clerk confirmed a response has been received, is on tonight's agenda, but does state Highways statistical information did not meet the criteria for any traffic calming measures. The member of the public felt the statistics were incorrect and asked that the Parish Council follow this up again with DCC Highways. Cllr David Harvey asked for responses to be shared with him.

It was noted that the Neighbourhood Watch Scheme are hoping to purchase equipment to undertake traffic monitoring.

County Councillor David Harvey updated on the following:

- He has been a Parish Councillor for 7 years at Glapwell PC.
- A Reform priority at Derbyshire County Council is to undertake a full audit and ensure monies are being spent wisely. They will not be prioritising Net Zero and Equality, Diversity and Inclusion (EDI).
- He will be looking at Homes of Multiple Occupation linked to immigration and the high number of potholes around the county.

Cllr Gilbody asked for information regarding the new school planned in Tibshelf as facilities are becoming desperate.

Cllr Beckett raised concerns over the need for improved infrastructure in the village if there is to be any further development.

#### **0525/3639 Chair's Announcements**

Cllr Gilbody thanked Cllr Beckett for her work in the position as Chair for the past 2 years.

#### **0525/3640 To approve the draft minutes of the meeting of the Parish Council meeting held 15th April 2025.**

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

#### **0525/3641 To review and approve Standing Orders.**

It was moved by Cllr Kingscott, seconded by Cllr Watkinson, and **RESOLVED** unanimously to approve the Standing Orders with updates to:

Sec 14 – Code of conduct complaints.

Sec 18 – Financial controls and procurement.

#### **0525/3642 To review and approve updated Financial Regulations.**

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the Financial Regulations with updates to:

Sec 5 – Procurement

Sec 6 – Banking and payments.

#### **0525/3643 To review and approve the Council Scheme of Delegation.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the Scheme of Delegation.

#### **0525/3644 Finance reports**

##### **a) To receive and accept the attached Internal Auditor's report for 24-25**

It was moved by Cllr Watkinson, seconded by Cllr Wood, and **RESOLVED** unanimously to accept the Internal Auditors report for 24-25.

##### **b) To approve the attached Council's 2024-25 Governance Statement**

It moved by Cllr Kingscott, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the 2024-25 Governance Statement. Document signed by the Chair and Clerk.

##### **c) To approve the attached Council's 2024-25 Accounts**

It was moved by Cllr Watkinson, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the 2024-25 Accounts. Document signed by the Chair.

##### **d) To note the period of the Exercise of Public Rights is Monday 3rd June 2025 ending on Monday 14th July 2025.**

Noted.

##### **e) To note the Earmarked Reserves balances.**

The following balances were noted:

EMR Covid Grant	£1524.52 – allocated to 25/26 Community Activities
EMR Warm Bank Funds	£2339.16

EMR Elections	£3000.00
EMR Music Festival	£1979.58
EMR VH Hire fees	£1267.50
EMR Insurance monies	£3580.00

f) To note the reserves invested with BDC balance of £110,000.

Noted.

g) To approve Receipts, Payments, and Reconciliation report for April 2025.

It was moved by Cllr Watkinson, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the Receipts, Payments, and Reconciliation Report for April 2025.

h) To note the income and expenditure report for April 2025.

Noted.

i) To approve the Regular Payments list as at May 2025.

It was moved by Cllr Watkinson, seconded by Cllr Beckett, and **RESOLVED** unanimously to approve the Regular Payments List as at May 2025.

j) To note a payment to Watson and Watson Health and Safety Consultants of £360.00.

Noted.

k) To approve the annual insurance premium of £2868.26 to Aviva Insurers.

It was moved by Cllr Kingscott, seconded by Cllr Beckett, and **RESOLVED** unanimously to approve the annual insurance premium of £2868.26 to Aviva Insurers.

l) To note a donation of £548.50 towards a Warm Bank pantomime from the late Samantha Winters.

Noted.

m) To consider subscribing to Amazon prime at a cost of £8.99 per month.

Deferred at the request of the Clerk.

n) To note £227.00 was raised for Combat Stress for Veterans Mental Health at the VE Day event.

Noted.

#### **0525/3645 CPO Report**

a) To approve the summer edition newsletter

It was moved by Cllr Kingscott, seconded by Cllr Beckett, and **RESOLVED** unanimously to approve the summer edition newsletter.

b) To approve an annual package for newsletter adverts.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the newsletter advert package offering a 10% discount for an annual advert.

c) To consider a Parish Survey in 2025.

It was moved by Cllr Kingscott, seconded by Cllr Gilbody, and **RESOLVED** unanimously to undertake a Parish Survey in 2025, but to review and reduce the 61 questions from the 2020 survey.

d) To note grant funding opportunities

Noted.

#### **0525/3646 Correspondence received:**

a) To note a response from Steve Dungworth, Senior Technician Traffic and Safety Service regarding the concerns raised on Chesterfield Road

It was moved by Cllr Beckett, seconded by Cllr Gilbody and **RESOLVED** unanimously that the Clerk responds to DCC Highways querying that a member of the Parish's statistics don't reflect the statistics provided by themselves, and requesting proactive action is taken to improve traffic safety on Chesterfield Rd.

It was moved by Cllr Beckett, seconded by Cllr Gilbody and **RESOLVED** unanimously to move standing orders to enable County Cllr David Harvey to speak.

**Action:Clerk**

b) To note an email received with an update from Lightsource Bp re the Hurst Farm Energy Storage project.

Noted.

c) To consider commenting on the draft Bolsover District Council pre-application (planning) advice charging schedule.

It was agreed that the Clerk responds to the draft Bolsover District Council pre-application (planning) advice charging schedule stating the Parish Council oppose the increase.

**Action:Clerk**

**0525/3647 To consider a Council response to the planning applications – tabled by Cllr Gilbody.**  
Cllr Gilbody moved to defer this item for 12 months.

**0525/3648 To consider recent planning information.**

Granted applications:

Application No: 25/00133/TCON – Tree works

Application No: 25/00033/REM - 38 Chesterfield Road.

Application No: 25/00097/VAR - Roadchef Tibshelf Services M1 Northbound Newtonwood Lane Tibshelf

Application No: 25/00201/FUL      Decision Level: Delegated

Proposal: Proposed erection of a Three-Bedroom custom and self-build Bungalow

Location: Land Adjacent 13 Derwent Drive Tibshelf

Response agreed: No comments as long it is in-line with the Neighbourhood Plan.

Application No: 25/00169/FUL

Proposal: Retrospective planning application for the retention of a building for the storage of logs.

Location: Banks Farm Newton Road

Response agreed: No comments.

Refused:

Application No: 24/00401/FUL

Proposal: Site 2 mobile homes on the land near to the existing house and shop

Location: Meadow View Stables Newton Road Tibshelf Alfreton

**0525/3649 To consider a recommendation from the Pavilion Working Party to place the pavilion project on hold for 12 months due to long-term financial viability unless alternative funding becomes available.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to place the pavilion project on hold for 12 months due to long-term financial viability unless alternative funding becomes available.

**0525/3650 To review and agree terms of reference including delegated arrangements for Committees, Sub-committees and working groups for the forthcoming year.**

It was moved by Cllr Watkinson, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the Working Party Terms of Reference.

It was moved by Cllr Watkinson, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the Events Committee Terms of Reference with the following amendment:

- The committee shall meet a minimum of 4 times a year.

It was moved by Cllr Kingscott, seconded by Cllr Gilbody. and **RESOLVED** unanimously to approve the Resources Committee Terms of Reference with the following amendment:

- Membership shall consist of a maximum of 7 members of the Council including the Chairman of the Council.

**0525/3651 To appoint membership of committees.**

**It was agreed to appoint the following membership of committees:**

Village Hall Management Committee:

Cllr Beckett, Cllr Gilbody, Cllr Kingscott, Cllr Wood, and Cllr Vaughan.

Resources Committee:

Cllr Beckett, Cllr Gilbody, Cllr Kingscott, Cllr Watkinson, Cllr Wood, and Cllr Vaughan.

Events Committee:

Cllr Beckett, Cllr Gilbody, Cllr Kingscott, Cllr Wood, and Cllr Vaughan.

**0525/3652 To agree a calendar of meetings for the forthcoming year.**

It was moved by Cllr Watkinson, seconded by Cllr Vaughan, and **RESOLVED** unanimously to approve the draft calendar of meetings with the following amendment:

Events Committee reduced to 4 scheduled meetings per year.

**0525/3653 To agree a policy review schedule for 2025-2026.**

It was moved by Cllr Beckett, seconded by Cllr Watkinson, and **RESOLVED** unanimously to approve the policy review schedule for 2025-2026.

**0525/3654 To note the Events Committee minutes of the 29<sup>th</sup> April 2025.**

Noted.

**0525/3655 To note the Resources Committee minutes of the 29<sup>th</sup> April 2025 and consider the following recommendations:**

- 1. To increase the Tibshelf Football Club Annual Licence fee to £1100pa as from 1<sup>st</sup> April 2025.**
- 2. To increase the Allotment Society annual rent fee to £120pa as from 1<sup>st</sup> April 2025.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to increase the Tibshelf Football Club Annual Licence fee to £1100pa as from 1<sup>st</sup> April 2025.

It was moved by Cllr Watkinson, seconded by Cllr Kingscott and **RESOLVED** unanimously to increase the Allotment Society annual rent fee to £120pa as from 1st April 2025.

**0525/3656 To note the Village Hall Management Committee minutes of the 8<sup>th</sup> April 2025.**

Noted.

**0525/3657 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.

**0525/3658 To note completion of the Communications and Projects Officer's annual appraisal and approve incremental progression backdated to the 1<sup>st</sup> April 2025.**

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve incremental progression backdated to the 1st April 2025.

**0525/3659 To confirm the date and time of the next meeting.**

Tuesday 17<sup>th</sup> June 2025 at 7pm.

Meeting closed at 8.40pm.