

Minutes of the Meeting of Tibshelf Parish Council held on Tuesday 15th April 2025 at 7pm in Tibshelf Village Hall.**MINUTES**

Present: Cllr A Beckett (Chair), Cllr D Rutland, Cllr H Varney, Cllr S Wood, Cllr L Kingscott, and Cllr R Vaughan.

In attendance: R Tattershaw (Parish Clerk) and 1 member of the public

0425/3608 To receive apologies for absence.

Apologies received from Cllr M Ward, Cllr J Gilbody, Cllr M Watkinson and Cllr G Foley

0425/3609 To consider reasons for absence provided by Councillors who cannot attend and resolve the Council's acceptance.

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

0425/3610 Variations of order of business

None.

0425/3611 Declaration of Members' Interests

None received.

0425/3612 Requests for Dispensations

None received.

0425/3613 Public Speaking

Cllr Wood feedback a resident's concerns regarding the speed of traffic on Chesterfield Road, and a request for the Parish Council's support in requesting an improvement to traffic calming measures. It was agreed the Clerk would write to DCC highways on behalf of the Parish Council to support this request.

Action: Clerk

The Clerk read out a report from Cllr Gilbody in his position as District Councillor on the following:

- He has raised concerns with Street Scene Services at BDC regarding residents moving bins in the early hours or very late at night from the Babbington Street area to Brook Street, the night before or on the day of bin collection. BDC will write to all residents in that area reminding them to move bins at reasonable hours and where the bin pick up locations are. Bins can be collected from 6am.
- The lack of a bin at the new play area on Shetland Road has been flagged with BDC on more than one occasion and he has been assured this will be sorted very soon.
- The dog mess issues at Shetland Road have been flagged at district level and Environmental Health spot checks are being done more regularly.
- At BDC the devolution white paper has caused some changes in political representation with several labour councillors moving to independent. Both Deborah Watson's and my focus is on earmarking as much money as possible from current BDC funds to be spent on local projects in Tibshelf before central government stops it and transfers the money into the new council structure. BDC has always been careful with funds, particularly in forward financial planning and stability.

0425/3614 Confidential items

It was moved by Cllr Beckett, seconded by Cllr Wood and **RESOLVED** unanimously that item 20 To note appraisal feedback and approve incremental progression for the Administration Assistant backdated to the 1st of April 2025 and item 21 To consider asset security arrangements 5th to 12th May were confidential under the Data Protection Act 2018.

0425/3615 Chair's Announcements

None.

0425/3616 To approve the draft minutes of the meeting of the Parish Council meeting held 18th March 2025.

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

0425/3617 Finance reports

a) To approve the attached Receipts/Payments and Reconciliation report for March 2025.

It was moved by Cllr Varney, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the Receipts/Payments and Reconciliation Report. (Appendix 0425/3617A).

b) To note the attached income and expenditure report for April 2024 to March 2025.

Noted. (Appendix 0425/3617B).

c) To consider a quote from Watson and Watson Safety for support 2025-2026 at a cost of £360.

It was moved by Cllr Beckett, seconded by Cllr Varney, and **RESOLVED** unanimously to accept the quote from Watson and Watson for health and safety support for £360.00.

d) To approve ear marking reserves of £1500 for Village Hall hire fees in 2025-26.

It was moved by Cllr Beckett, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve ear marking reserves of £1500 for Village Hall hire fees in 2025-2026.

e) To approve payment of Music Festival invoices in advance of the event.

The Clerk feedback that the acts, stage, audio, and lighting hire companies required a deposit to secure them for the 2025 Music Festival. The deposits total £943.75.

It was moved by Cllr Beckett, seconded by Cllr Varney, and **RESOLVED** unanimously to approve payment of £943.75 for deposits for the 2025 Music Festival.

0425/3618 Clerk Reports

a) To note an update on the Active Communities Programme.

It was noted the Community Activity and Sports Activator has confirmed they are able to deliver 5 weekly balance ability sessions on the MUGA starting Monday the 2nd of June 2025. Sessions will run for an hour from 16:30 – 17:30 pm including both Level 1 and Level 2 riders. They have also confirmed they are able to attend the Summer Social group and deliver 50+ Social Activity Hub sessions

b) To consider clearing and maintaining an area of land at the parish cemetery and associated costs.

It has come to the Clerks attention that there is a covenant in place on the land title of the cemetery that states the parish council should maintain access across an area of land that gives to a field gate. This area of land is now overgrown with some fallen trees across it.

It was moved by Cllr Wood, seconded by Cllr Varney, and **RESOLVED** unanimously that the Clerk looks into the following options:

- Option 1 – To contact Remedi and enquire about available support to clear this area of land.
- Option 2 – To discuss clearance with the Rangers including disposal of waste.
- Option 3 – To seek quotes for clearance if option 1 and option 2 aren't feasible.

Action:Clerk

c) To consider co-option for the Councillor vacancy.

It was moved by Cllr Wood, seconded by Cllr Vaughan, and **RESOLVED** unanimously to advertise the Councillor vacancy.

Action:Clerk

d) To consider offering wine and nibbles at the Annual Parish Meeting on the 6th May and associated costs.

It was moved by Cllr Beckett, seconded by Cllr Varney, and **RESOLVED** unanimously to approve a budget of £100 and delegate responsibility to the Clerk to purchase refreshments for the Annual Parish Meeting.

Action:Clerk

e) To consider transferring the councils bank account to enable two factor authentication of payments.

The information was discussed and the requirement for Councillors to be nominated to authorise payments online. It was moved by Cllr Beckett, seconded by Cllr Wood and **RESOLVED** unanimously to continue with the current payment arrangements and review again at the Full Council meeting after the next elections in 2027.

f) To consider and approve an Event Insurance Policy for the Music Festival and an increase of the budget accordingly.

Due to the Music Festival having the potential to attract over 1000 attendees the council's current insurers (Aviva) have stated that we require a separate Event Insurance Policy.

It was moved by Cllr Wood, seconded by Cllr Kingscott and **RESOLVED** unanimously to approve the quote with Beazley for £624.40 with the following cover:

- Public Liability £10,000,000
- Employers' liability £10,000,000
- Event cancellation (incl adverse weather)

0425/3619 CPO Report

a) To note the Summer Edition Newsletter Schedule.

It was noted:

- Submissions Open – Tuesday 1st April
- Submissions Close – Monday 5th May
- Draft to Clerk – Monday 12th May
- Draft to Cllrs – Tuesday 13th May
- Council Approval – Tuesday 20th May
- Printers – Wednesday 21st May
- Delivery – Saturday 31st May to Sunday 15th June

b) To note current work commitments.

Noted.

c) To note grant funding opportunities.

Noted.

0425/3620 To consider recent planning information.

Granted applications: Application No: 25/00065/FUL- 41 St Thomas Close, Tibshelf DE55 5PD.

Application for Full Planning Permission

Application No: 25/00099/FUL Decision Level: Delegated

Proposal: Removal of sash window and installation of timber door

Location: 1 Wheatsheaf Mews High Street Tibshelf Alfreton

Applicant: Mr Ben Housley

Response agreed:

The Tibshelf Neighbourhood Plan identifies this property as falling within the conservation area and being built pre 1900's. The property being altered to have 2 front doors would change its look.

Action: Clerk

Application No: 24/00401/FUL

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

Location: Meadow View Stables Newton Road Tibshelf Alfreton

Applicant: Mr Peter Revill

OS Map Ref: 443606 359898

No comments received by 1st April 2025.

Application No: 25/00033/REM Decision Level: Delegated

Proposal: Reserved Matters for the erection of 2 detached dwellings with associated parking & garden spaces and the provision of off-street parking for No.38 Chesterfield Road (Some Matters Reserved) pursuant to outline approval 22/00117/OUT and discharge of conditions 3 (materials), 5

(Parking and turning), 8 (refuse storage), 9 (highway construction management statement), 11 (hard and soft landscaping) and 12 & 13 (intrusive site investigations)

Location: Garden Land to The Rear Of 38 Chesterfield Road Tibshelf

Applicant: Mr R Budworth

No comments received by 4th April 2023.

0425/3621 Correspondence received.

a) To consider a letter from Derbyshire Children's Holiday Centre requesting a donation. It was moved by Cllr Vaughan, seconded by Cllr Varney, and **RESOLVED** unanimously to donate £50.00 to Derbyshire Children's Holiday Centre.

Action: Clerk

0425/3622 To consider a Council response to planning applications

Deferred to the next meeting in Cllr Gilbody's absence.

0425/3623 Neighbourhood Watch Scheme update

Cllr Varney updated the meeting with the following:

- The next Neighbourhood Watch meeting is to be held in May 2025.
- An application has been made for a grant for £250.
- They are hoping to have a stand at the Music Festival.

0425/3624 To note the revocation of the Clerks resignation on the 18th of March 2025.

Noted.

0425/3625 To consider premise management for the County elections on the 1st of May 2025.

It was agreed the Rangers will open up both premises and, in the evening, Cllr Beckett will secure the pavilion and Cllr Vaughan the Village Hall.

0425/3626 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.

0425/3627 To note appraisal feedback and approve incremental progression for the Administration Assistant backdated to the 1st of April 2025.

Positive appraisal feedback was received from the Clerk. It was moved by Cllr Vaughan, seconded by Cllr Rutland and **RESOLVED** unanimously to approve incremental progression of the Administration Assistant backdated to the 1st April 2025.

0425/3628 To consider asset security arrangements 5th to 12th May 2025.

It was agreed the Clerk would confirm with Councillors.

Action: Clerk

0425/3629 To confirm date and time of the next meeting.

Tuesday 20th May 2025.

Meeting closed at 8pm.

MARCH 2025 RECEIPTS, PAYMENTS AND RECONCILIATION REPORT		
Current account		
	Balance as at 28.02.2025	£ 4,000.00
	Transfers to Reserve account	£ 17,593.81
	Transfer from Reserve account	£ 11,595.39
04-Mar-25	VODAFONE LTD , Office mobiles	-£ 21.00
10-Mar-25	BRITISH GAS ,pavilion	-£ 242.68
11-Mar-25	BRITISH GAS , VH electricity	-£ 456.86
11-Mar-25	YU ENERGY VH gas	-£ 217.05
11-Mar-25	, AMAZON.CO.UK GB USB stick CCTV	-£ 19.98
13-Mar-25	R COOK ,Pavilion lights	-£ 1,500.00
13-Mar-25	MARKOVITZ LTD rock salt	-£ 357.00
13-Mar-25	ALLSTAR BUSINESS ,Truck fuel	-£ 162.63
13-Mar-25	SHARP photocopies	-£ 39.34
13-Mar-25	S Metcalfe refund - toilet rolls	-£ 4.99
13-Mar-25	WATERPLUS pavilion	-£ 16.84
13-Mar-25	SCREWFIX - maintenance item	-£ 16.38
17-Mar-25	BRITISH GAS ,parish clock	-£ 68.75
19-Mar-25	TALKTALK BUS office phones	-£ 38.34
20-Mar-25	J TIPPING , TPC SECURITY PYMT	-£ 1,625.00
20-Mar-25	CLARKES , grounds maintenance	-£ 70.00
20-Mar-25	AML MIDLANDS LTD - Ninja remote working	-£ 9.60
21-Mar-25	AMAZON - VH worktop strip	-£ 9.99
21-Mar-25	, AMAZON.CO.UK GB - VH edging	-£ 9.99
25-Mar-25	NEXUS DATA SYSTEMS, GLASGOW GB - gov domain licence	-£ 96.00
27-Mar-25	BOLSOVER DISTRICT March salaries	-£ 12,664.47
27-Mar-25	MARKOVITZ LTD , VH asphalt	-£ 23.09
31-Mar-25	BOLSOVER DISTRICT ,dog/litter bin emptying	-£ 341.64
31-Mar-25	AMAZON.CO.UK GB MAINTENANCE ITEMS	-£ 85.35
31-Mar-25	CLARKES grounds maintenance	-£ 70.00
31-Mar-25	R TATTERSHAW office fireproof document bag	-£ 25.99
31-Mar-25	28FEB A/C 80493416	-£ 19.20
14-Mar-25	BOLSOVER DISTRICT , TRANSFER from reserves	£ 10,000.00
17-Mar-25	MANSFIELD MEMORIAL, Inscription fee	£ 40.00
24-Mar-25	CREW BH , Music festival stall payment	£ 15.00
24-Mar-25	HUGH JAMES CLIENT EROB FEE	£ 30.00
25-Mar-25	BE CUSTOMER REFUND,SSE refund	£ 36.17
28-Mar-25	100849 Bingo refreshments	£ 98.40
31-Mar-25	BOLSOVER DISTRICT , RESERVES INTEREST	£ 1,994.17
Reserves account		
	Natwest balance as at 28.02.2025	£ 13,090.88
	Interst MARCH 2025	£ 15.35
	Transfers to current account	£ 17,593.81
	Tranfers from current account	£ 11,595.39
	Natwest balance as at 31.03.2025	£ 7,107.81
	Reserves held by BDC	£ 60,000.00
	Balance as at 31.03.2025	£ 67,107.81
	VH costs to be reimbursed	£ 716.98

Appendix: 0425 136713

Actual against budget upto 31/03/2025 (Period 12)

Amounts rounded up				
		24/25	April 24 - Mar 25	Guide %
CODE	Area	INCOME	Budget	Actual
		GENERAL		
1076	100	Precept	£ 190,257.00	£ 190,257.00
1090	100	Bank interest	£ 2,500.00	£ 4,178.00
1100	100	Grants and donations	£ -	£ -
1990	100	Other income	£ -	£ 12,025.00
1200	180	Reimbursement for Village Hall	£ 19,572.00	£ 16,403.00
		ALLOTMENTS		
1300	120	Allotment rents	£ 100.00	£ 100.00
		CEMETERY		
1400	130	Burial fees	£ 6,000.00	£ 4,810.00
1410	130	Memorial fees	£ 3,300.00	£ 2,300.00
		PLAY AREAS		
1500	140	Baskets/Planters	£ 1,150.00	£ 1,099.00
		OUTSIDE SPACES		
1600	160	Pavilion	£ -	£ 240.00
1610	160	Football club	£ 850.00	£ 1,000.00
EMR		Covid Grant	£ 5,074.00	£ 5,074.00
		TOTAL	£ 228,803	£ 237,486

24/25			Apr - Mar 25		Guide %	
CODE	Area	EXPENDITURE	Budget	Actual	%	Notes
		ADMINISTRATION				
4000	110	TPC Staff salaries	£ 134,888.00	£ 133,735.00	99%	
4000	180	VH staff salaries	£ 12,572.00	£ 13,087.00	104%	
4010	110	Locum Clerk	£ -	£ -	0%	
4050	110	Staff mileage/benefits	£ 50.00	£ -	0%	
4080	110	Training	£ 200.00	£ 300.00	150%	
4100	110	Bank charges	£ 100.00	£ 85.00	85%	
4110	110	Audit fees	£ 650.00	£ 30.00	5%	
4120	110	Professional/Legal fees	£ 1,000.00	£ -	0%	
4121	110	Health & Safety	£ 750.00	£ 2,345.00	313%	Tree surveys/fencing/cemetery inspection/signage
4130	110	Subscriptions/memberships	£ 1,500.00	£ 1,246.00	83%	
4140	110	Insurance	£ 5,847.00	£ 2,968.00	51%	New insurer = reduced annual premium.
4150	110	Administration	£ 2,260.00	£ 2,139.00	95%	
4155	110	Printer	£ -	£ 85.00		
4170	110	Telephone/Broadband	£ 900.00	£ 824.00	92%	
4185	110	Newsletter	£ 3,000.00	£ 3,047.00	102%	1 more editions to be paid for.
4190	110	Democracy cost	£ 1,000.00	£ -	0%	
4210	110	Computers	£ 800.00	£ 1,073.00	134%	IT support during office refurb.
4215	110	Office equipment	£ 250.00	£ 1,916.00	766%	Purchase of office furniture

4250	110	Defibrillator	£	350.00	£	-	0%	
4255	110	PPE	£	-	£	-	0%	
4280	110	Grant Expenditure	£	1,000.00	£	400.00	40%	
4300	120	ALLOTMENTS						
	120	Allotment expenditure	£	100.00	£	-	0%	
4360	130	CEMETERY						
	130	Water	£	158.00	£	104.00	66%	
4365	130	Waste collection	£	100.00	£	195.00	195%	Biffa bin collection fee. - end of contract
4375	130	Key holder	£	3,000.00	£	3,125.00	104%	
4380	130	Furniture	£	500.00	£	-	0%	
4370	140	PLAY AREAS						
	140	Maintenance	£	1,100.00	£	-	0%	
4410	140	Inspections	£	70.00	£	-	0%	
4370	150	OUTSIDE SPACES						
	150	Maintenance	£	16,000.00	£	29,687.00	186%	£9.1K Tree maintenance/ £6K CCTV installation
4500	150	Bus shelters	£	300.00	£	-	0%	
4510	150	Planters	£	100.00	£	19.00	19%	
4520	150	Highways & Litter bins	£	2,205.00	£	2,051.00	93%	
4530	150	Hanging baskets	£	5,546.00	£	5,171.00	93%	
4540	150	Lamp post testing	£	500.00	£	409.00	82%	
4550	150	Flagpole	£	50.00	£	167.00	334%	Replacement flags
4560	150	Parish clock	£	2,000.00	£	1,119.00	56%	
4570	150	Vehicle running costs	£	2,205.00	£	2,933.00	133%	£760 truck repairs required.
4600	160	RECREATION						
	160	Pavilion	£	3,500.00	£	6,824.00	195%	Fire alarm and emergency light repairs
4610	180	Village Hall	£	7,000.00	£	8,733.00	125%	Apr - Dec reimbursed costs.
4700	170	EVENTS & ACTIVITIES						
	170	Christmas lighting	£	2,500.00	£	1,812.00	72%	Awaiting Civic pride invoice of £1000
4710	170	Christmas Events	£	400.00	£	708.00	177%	Refreshment donation - offset against money in
4720	170	Carol service	£	1,000.00	£	770.00	77%	
4730	170	Fireworks	£	6,000.00	£	6,930.00	116%	Wristbands/griddles /security
4740	170	Youth activities	£	3,250.00	£	5,928.00	182%	£5K ASB grant awarded
4750	170	Remembrance	£	700.00	£	776.00	111%	Peak 4x4
4760	170	Community Activities	£	3,402.00	£	3,755.00	110%	D Day event / HAF programme
		TOTAL	£	228,803	£	244,496		
		Earmarked Reserves		Balance		Balance		Areas of potential underspend
		Covid Grant	£	1,524.52		1524.52		Areas of potential overspend
		Warm Bank funds	£	1,956.56		1844.01		
		ASB grant	£	-		-		
		Elections	£	1,000.00		1000.00		
		Bus stop insurance	£	3,580.00		3580.00		
		Music festival				1757.03		
		Figures taken from Rialtis Accounting system as at 31/12/2025						
		Clerk and RFO - Rachel Tattershaw						