TIBSHELF Parish Council

at110 High Street, Tibshelf, Derbyshire,
DE55 5NU Tel: 01773 875093

**Minutes of the Resources Committee Meeting 01/26 held on Tuesday 29th September 2026**

**Councillors Present**: Cllrs a Beckett (Chair), J Gilbody, B Jones, H Varney, M Watkinson (Vice-Chair) and S Wood.

**In attendance**: Mrs G Culverwell (Parish Clerk & RFO)

**Non-Attendance:** Cllr Kingscott

**01-26.1 Election of Chair and Vice Chair for the Resources Committee 2026-27**

Cllr Beckett opened the meeting and invited nominations for Chair and Vice-Chair.

Cllr Beckett was nominated as chair and Cllr Watkinson as Vice-Chair.

It was **Resolved** that Cllr A Beckett be elected as the Chair and Cllr M Watkinson as Vice-Chair of the Resources Committee.

**01-26.2 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.**
None received

**01-26.3 Receipt of any Declaration of Members Interests under the Localism Act 2011**
No new declarations.

**01-26.4 Minutes of the Events Committee Meeting held 21st April 2026 to be approved.**
It was **Resolved** to accept the minutes of the Resources Committee Meeting held on the 21st April 2026 as a true record of the meeting and were signed as the Minutes of that meeting accordingly.

**01-26.5 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).**
No public present

**01-26.6 Correspondence and Clerks Items.**
Derbyshire Pension Fund (LGPS) emailed a notification of change to strain/shortfall factors for early retirement calculations. It was noted that this takes effect from 1st August 2026 and may lead to potential future payment to Derbyshire Pension Fund by Tibshelf Parish Council.

The Clerk has enrolled onto a Copilot AI for Councils course, a webinar for beginners.

**01-26.7 Chairs Items.**
None

**01-26.8 Consider the football Club's licence and review rules and regulations**
Members reviewed the Football Clubs lease regarding the condition of the changing rooms in terms of tidiness and cleanliness.
Councillors jet washed the changing rooms prior to Tibfest taking place in June. Members noted that this was not the first time the Football Club had been asked to improve their cleaning

regime. Council recognised that removal of the football club from Shetland Road would impact families and that they did not want children to lose out, however, revoking the Football Club licence was now a real possibility.
Members **Resolved** to:

- Confirm the latest amendment of the lease
- Seek legal advice
- Consider the removal of the container installed by the football club
- Confirm what notice is required.
- Arrange a meeting with the football club to discuss the reasons the lease may be revoked.

**01-26.9 Consider the Football club request to hold a tournament 2027, tbc.**
No new dates have been requested.
Deferred to the next meeting

**01-26.10 Review memorial tree policy in the Cemetery**
The Cemetery has many memorial benches and trees. To preserve as many burial and ashes plots as possible for the future residents of Tibshelf it would be prudent to stop any more memorial trees from being planted. Members discussed that benches could go on the paths, if there was room. A memorial wall was suggested and could be built to offer families an alternative place to install a memorial plaque.

Members **Resolved** to have the Cemetery Policy redrafted stating no more memorial trees and benches could be accommodated.

**01-26.11 Consider a request for a memorial bench with plaque at the Cemetery and proposed supplier.**
The application for a memorial bench and plaque was considered by members:
It was suggested that benches must be of composite material and a £50 installation fee to be applied to the application along with the cost of the bench. Furthermore, an annual inspection of the benches already sited in the Cemetery would take place with families contacted if repairs or replacements were necessary.

It was **Resolved** to approve the application for a bench with plaque as the application was submitted prior to a change in Cemetery regulations.

**01-26.12 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.**
Members **Resolved** to move into closed session

**01-26.13 Receive and approve the latest pay settlement 2026/27**
Members received and approved the latest pay settlement.

It was **Resolved** to approve the 2026/27 National Salary Award with backdated payments to April to take immediate effect.

**01-26.14 Review staff hours, targets and cost.**
The Clerk mentioned September's workload and how to better achieve supporting the Council as a whole.
Following salaries check the Clerk would make appropriate adjustments.

It was **Resolved** for the Clerk to make the appropriate adjustments.

**01-26.15 Consider employing the services of occupational health.**

The Clerk notified the Council that there was a possible need for the involvement of Occupational Health and had submitted an appointment application accordingly.

It was **Resolved** to involve Occupational Health and report back to the Committee with the outcome.

**01-26.16 Consider opening and closing hours over the Christmas period.**

A staff and Councillor engagement meeting to be held during December.

It was **Resolved** for all staff to finish at 12.00pm on Christmas Eve as a gesture of goodwill and close the office Tuesday 29th, Wednesday 30th and Thursday 31st December 2026 over the Christmas period.

The Office will reopen on Monday 4th January 2027.

**05-26.10 Confirm date and time of next meeting.**

24th November 2026 at 6pm

Actions from this meeting

| Item No: | Action | Allocated to | Date to be completed by |
|---|---|---|---|
| 01-26.8 | • Confirm the latest amendment of the lease<br>• Seek legal advice<br>• Consider the removal of the container installed by the football club<br>• Confirm what notice is required.<br>• Arrange a meeting with the football club to discuss the reasons the lease may be revoked. | Clerk | In readiness for a meeting with the football club |
| 01-26.10 | Cemetery Policy redraft/review | Clerk | Next meeting 24th November 2026 |
| 01-26.11 | Notify the application was approved | Clerk | Immediately |
| 01-26.14 | Complete salary adjustments | Clerk | In time for October's payroll |
| 01-26.15 | Apply to Occupation Health | Clerk | Immediately |
| 01-26.16 | Confirm a date for staff and Cllr engagement meeting | Clerk | Immediately |

Meeting finished 20.16pm