

**Minutes of the Meeting held on Friday 30<sup>th</sup> October 2020 in the Council Chamber, Bolsover District Council Office, High Street, Clowne and via the Zoom Online Meeting Platform starting at 6pm**

<b>Present</b>	Councillors A. Bailey (in person), B. Bosworth (in person), D. Dixon (in person), M. Dixon (in person), S. Gregory (via Zoom), G. Hughes (in person), Dan Salt (via Zoom) N. Yewman (in person), R. Walker (in person)
<b>In Attendance</b>	0 Members of the Public
<b>Clerk and Minute Taker</b>	S. Singleton (in person)

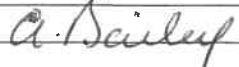
Minute Number	Order of Business Part 1 None Confidential Business	Motion and Decision	Voting
61/20	<p><b>Apologies for Absence</b> Councillor Hoy due to health reasons.</p> <p>Ann Western due to shielding in respect of minute number 68/20.</p> <p>PC Chris Harrison due to operational commitments in respect of minute number 68/20.</p>	It was moved by Councillor D. Dixon and seconded by Councillor Yewman that the apologies for absence be approved.	Agreed All in Favour
62/20	<b>Confirmation that the Attendance Register has been Signed</b>	Confirmed by all present.	
63/20	<b>Notification of Unregistered Declarations of Personal or Pecuniary Interest</b>	Councillor Gregory declared a non-pecuniary interest in item 10 on the agenda which related to the Villa Park Redevelopment (minute number 70/20 refers)	
64/20	<b>Notification of Consideration of a Dispensation</b>	None Received	
65/20	<p><b>Confirmation and Signing of the Minutes of the following Council Meetings:</b></p> <p>The Clerk referred to the draft minutes circulated with the agenda for consideration and approval.</p>	It was moved by Councillor Walker and seconded by Councillor Yewman that the draft minutes of the Council Meeting held on Monday 7 <sup>th</sup> September 2020 as amended be approved.	Agreed For 8 Abstained 1 Against 0

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Signed as a true and correct record	Councillor A. Bailey	<i>A. Bailey</i>

	Changes were suggested to draft minute numbers 46/20 and 59/20 prior to approval.	It was moved by Councillor Yewman and seconded by Councillor Bosworth that the draft minutes of the Council meeting held on Monday 21 <sup>st</sup> September 2020 as amended be approved.	Agreed All in Favour
66/20	<p><b>Date and Time of Council Meetings and Committees</b></p> <p>The Clerk advised that no dates had been set by Council for the next cycle of standing committees and Members.</p> <p>The Clerk had suggested a date for the next meeting of the Council of Friday 11<sup>th</sup> December 2020 at the Bolsover District Council Offices.</p> <p>A discussion took place and Councillor Walker suggested that due to the amount of business to be transacted at the moment an additional meeting may be needed before December and proposed Friday 13<sup>th</sup> November 2020.</p> <p>Councillor Bailey, as Chair of the Allotments Committee, suggested a date for the next meeting of the Allotments Committee.</p> <p>A discussion took place about inviting a representative from the Allotment Holders (it was suggested that this be Jim Brassington) to sit on the committee.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Bailey that the next Council meeting be held on Friday 13<sup>th</sup> November 2020 at the Bolsover District Council Offices from 6pm.</p> <p>It was moved by Councillor Bailey and seconded by Councillor Bosworth that:</p> <ol style="list-style-type: none"> <li>1) the next meeting of the Allotments Committee be held on Wednesday 7<sup>th</sup> November 2020 at the Bolsover District Council Offices from 6pm.</li> <li>2) that the Clerk invites Jim Brassington to be a standing member of the committee as a representative of the Hickinwood Lane Allotments Tenants.</li> </ol>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>

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	<p>In terms of the Joint Burial Committee, Councillor David Dixon asked that the Clerk liaises with him and the Vice Chair regarding availability.</p> <p>The Clerk said he would have to check on availability of the Council Chamber before confirming the next cycle of meetings and that these dates were subject to any changes to Coved 19 restrictions that may be imposed by HM Government.</p>		
67/20	<p><b>Parishioners Forum</b></p> <p>The Clerk referred to the thank you letter received from Mr and Mrs Hindley on behalf of the Clowne Union of Churches which praised the Council for this year's Clowne in Bloom displays and especially the pole planters recently installed.</p> <p>The Clerk then referred to three letters of complaint that had been received raising concerns about the decoration of the War Memorial on Mill Street as part of the 2020 Festival of Remembrance.</p> <p>A discussion took place. Several Councillors pointed out that the decoration of the war memorial with poppies made by members of the community (including school children) had been something that had been undertaken for several years now and that many hundreds of positive Facebook comments had been received last year.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Bailey that the reports be received.</p> <p>It was moved by Councillor Yewman and seconded by Councillor Bosworth that the decoration of the War Memorial for the 2020 Festival of Remembrance be scaled down and that the complainants be invited to be part of the planning arrangements for the 2021 event.</p> <p>It was moved by Councillor Walker and seconded by Councillor Bosworth that Councillor Bailey be thanked formally on behalf of the community of Clowne for his work in securing War Graves Commission status for the graves at St John the Baptist Church.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p> <p>Agreed All in Favour</p>

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	<p>Councillor Bosworth suggested that maybe the poppy display could be separate from the war memorial. Councillor Gregory suggested that the poppies made by the community could be installed/ erected up at grassed area next to Lambs Garage on High Street.</p> <p>Councillor Bailey spoke in favour of the display moving.</p> <p>Councillor Salt pointed out that it was just three complaints against the many of positive compliments received.</p> <p>Councillor M. Dixon felt that the arrangements for this year were too far advanced and to undo these at this late stage would create even more negative comments than positive.</p> <p>Councillor Walker suggested that maybe the complainants could be invited to be part of the Events Committee when looking at the 2021 remembrance arrangements.</p> <p>The Clerk then referred to the thankyou letter received from Mrs Hewitt thanking Councillor Bailey for his work in securing war graves status from the War Graves Commission for the graves of 9 parishioners who died whilst serving their country and buried at the St John the Baptist Church.</p> <p>Councillor Walker thanked Councillor Bailey for his dedication to getting these parishioners recognised.</p>		
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	<p>The Clerk advised that he had not received any other issues for consideration via email or letter from parishioners.</p> <p>Councillor Gregory then raised several issues that she said she would like to raise at a future meeting as follows:</p> <ul style="list-style-type: none"> <li>- Intruder spikes on fencing</li> <li>- The use of and Condition of the Community Centre Kitchen</li> <li>- Erection of notices in and around the town centre asking people to dispose of face masks responsibly and not to drop them on pavements</li> </ul>		
68/20	<p><b>Reports to the Council from Outside Bodies</b></p> <p><u>Derbyshire Constabulary</u></p> <p>The Clerk advised that PC Harrison had submitted his apologies but referred to the Crime figures for Clowne which had been produced.</p> <p>The Clerk advised he had now set up a link on the Council's website which took the user to a dedicated website that had the most up to date police figures for Clowne presented by month and by crime.</p> <p>This link and as a result the associated crime data had only been received from the Police by the Clerk on the day of the meeting so the information was circulated at the meeting.</p>	Not Applicable	Not Applicable

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	<p>The Chair said he wasn't happy to receive and consider this information at the meeting and that it should be issued with the summons and agenda. As such the report was not considered.</p> <p><u>Derbyshire County Council</u></p> <p>Similarly, in the absence of Councillor Western, the Clerk had received Councillor Western's apologies and report the day of the meeting.</p> <p>The Clerk referred Councillors to the correspondence he had circulated.</p> <p>The Chair said he wasn't happy to receive and consider this information at the meeting and that it should be issued with the summons and agenda. As such the report was not considered.</p> <p><u>Bolsover District Council</u></p> <p>The Clerk advised he had received no update from Bolsover District Council.</p>		
69/20	<p><b>Remembrance Day 2020 Update</b></p> <p>The Clerk reminded Members that the Remembrance Day arrangements involved the Parish Council working with a number of local faith and community organisations and other agencies to ensure that the Act of Remembrance was safely observed.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Bosworth that:</p> <ol style="list-style-type: none"> <li>1) The report be received</li> <li>2) That the Parish Council agrees to donate £1000 towards the 2020 Poppy Appeal organised by the Royal British Legion</li> </ol>	<p>Agreed All in Favour</p>

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	<p>New guidance/ instructions had been issued by HM Government regarding this year's Remembrance arrangements due to Coronavirus.</p> <p>In response a statement had been prepared and circulated explaining the new revised arrangements.</p> <p>The Clerk said there had been discussions about cancelling the event as a number of other local communities had done but following discussions with all the agencies/organisations involved in Clon's Act of Remembrance it was agreed that a Covid 19 secure socially distanced and livestreamed ceremony would take place subject to all the necessary risk management arrangements being in place.</p> <p>The Chair asked why the statement issued on the Council's website had been put out without Council having approved it.</p> <p>The Clerk advised that it was a fast moving and complex situation and that he had taken cognisance of all the advice, guidance and instructions that had been issued and the views of all other partners.</p> <p>Regular dialogue had also taken place with Members of the Events Committee who had specific responsibility for this event under their terms of reference.</p>		
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	<p>He advised that there simply wasn't the time to wait for the Council meeting before making the changes to this years' arrangements.</p> <p>The Clerk advised that he had also emailed all Parish Councillors as soon as the statement had been released.</p> <p>It was also pointed out that the statement was issued on behalf of all those organisations involved in the event not just the Parish Council.</p> <p>Councillor Bailey had submitted a written motion to Council for consideration.</p> <p>His motion was to donate to this years' Poppy Appeal as he was aware that due to Covid 19 the Royal British Legions' ability to raise much need funds for veterans had been drastically affected.</p> <p>A discussion took place.</p>		
70/20	<p><b>Villa Park Redevelopment</b></p> <p>The Clerk referred to the report from James Jackson (Project Consultant) had circulated by email on the 28<sup>th</sup> October 2020.</p> <p>The Chair said he wasn't happy to receive and consider this information at the meeting and that it should be issued with the summons and agenda. As such the report was not considered.</p>	Not Applicable	Not Applicable

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71/20	<p><b>Declaration of Casual Vacancy under Section 85 of Local Government Act 1972</b></p> <p>The Clerk advised that under Section 85 of the Local Government Act 1972 if a Member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority.</p> <p>Councillor Richards had not attended a meeting since 6<sup>th</sup> March 2020 and as such he had been formally notified that he was no longer a Parish Councillor.</p> <p>On the instruction of the Principal Authority's Monitoring Officer (who the Clerk advised was also the Returning Officer and Senior Solicitor) the Parish Council had been instructed to declare a Casual Vacancy with immediate effect.</p> <p>A discussion took place.</p> <p>The Chair said he had taken advice from Derbyshire Association of Local Councils who had advised that if apologies are submitted and approved then the 6-month rule starts again.</p>	<p>It was moved by Councillor M. Dixon and seconded by Councillor D. Dixon that the Council declares a Casual Vacancy with immediate effect and instructs the Returning Officer at Bolsover District Council to make arrangements for a Parish Election when the Covid 19 rules allow.</p>	<p>Approved For 4 Councillors D. Dixon, M. Dixon, N. Yewman S. Gregory</p> <p>Abstained 5 Councillors A. Bailey, B. Bosworth, G. Hughes, D. Salt R. Walker</p> <p>Against 0</p>
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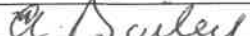
	<p>In light of the instruction from the Monitoring Officer the Clerk advised that he had formally notified Ian Richards that he was no longer a Councillor.</p> <p>The Clerk advised that the DALC advice obtained by Councillor Walker had been shared with the Monitoring Officer and she had concluded that apologies for absence are not sufficient and that a formal dispensation by Council is the only way that the Parish Council could legally extend the 6 month period.</p> <p>The Clerk advised that the Parish Council had to declare this Vacancy, or it could be acting Ultra Vires and be open to legal challenge.</p> <p>The Chair said that he intended to challenge this decision.</p> <p>Councillor Bailey asked for a recorded vote.</p>		
72/20	<p><b>Review of Council Standing Committees 2020/21</b></p> <p>The Clerk referred to the document he had circulated with the agenda which showed the current approved committee structure, the associated member representation on each committee and each committees terms of reference.</p> <p>The Chair asked for this matter to be deferred to the next meeting of the Council and asked all Members to feedback on how Standing Committees should operate going forward.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Yewman that the review of Council Standing Committees be deferred to the next meeting of the Council.</p>	<p>Agreed For 8 Abstained 0 Against 1</p>

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73/20	<p><b>Chairs Report</b></p> <p>The Chair advised that during the first lockdown several decisions had been taken by email and that he wanted all those decisions to be considered and approved.</p> <p>The Clerk advised that he had delegated powers to make decisions and that he had spoken with and consulted via email Members to ensure that they were kept up to date but he was happy to prepare a schedule of delegated decisions and present to Council.</p> <p>The Chair also said that Council Standing Orders and Financial Regulations needed to be reviewed.</p> <p>The Clerk advised that he had reviewed all Council Policies and Procedures, but he had not been able to present the formal review due to Coronavirus but that he was happy to do so.</p> <p>As a result of the disruption to normal Council business and the decision-making process created by Covid 19 the Chair wanted Council to consider reviewing its levels of delegation.</p> <p>Also, the Chair stated that he wanted to get the Council's meetings back at the Community Centre as soon as possible.</p> <p>The Clerk advised that the Council Chamber at the ARC had been set up to be Covid secure.</p>		
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	<p>The Clerk reminded Members that he had investigated the cost of putting in mincing and audio-visual technology at the Community Centre and that this would cost around £5,000.</p>		
74/20	<p><b>To Consider Planning Applications made under the Town &amp; Country Planning Act for Decision</b></p> <p>Councillors M. Dixon, Salt and Bailey declared a non-pecuniary interest in this item and left the meeting.</p> <p>The Clerk referred to the following planning applications received for consultation:</p> <p><u>Application Number 20/00373/Ful</u></p> <p>Proposal: Rear two storey extension to dwelling and porch</p> <p>Location: 203 Creswell Road, Clowned S43 4LX</p> <p><u>Application Number 20/00382/LAWPRO</u></p> <p>Proposal: Certificate of Lawfulness relating to proposed use of property as a Children's Home for 3 Children</p> <p>Location: 41 Mansfield Road, Clowne S43 4DJ</p> <p>Applicant: Mrs Tasmin Silver</p> <p>Councillor Yewman raised serious concerns he had about the appropriateness of having such a use in a domestic housing environment. Several other Councillors also voiced concern.</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Walker that</p> <ol style="list-style-type: none"> <li>1) all the applications received for comment and information be noted.</li> <li>2) That the Council objects to Application Number 20/00382/LAWPRO due to the inappropriateness of the change of use and its impact on neighbouring properties.</li> </ol>	<p>Agreed All in Favour</p>

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	<p><u>Application Number 20/00354/FUL</u></p> <p>Proposal: Retention of Conservatory to rear of property</p> <p>Location: 12 Hawthorn Close, Clowne S43 4SX</p> <p>Applicant: Mrs Laura Gosney</p> <p><u>Application Number 20/00389/FUL</u></p> <p>Proposal: Single storey extension along with a loft conversion and above the garage extension to create additional living space and bedrooms</p> <p>Location: 42 Fallowfield, Clowne S43 4GE</p> <p>Applicant: Mr Daniel Ball</p> <p><u>Application Number 20/00436/LAWPRO</u></p> <p>Proposal: Building works on a terraced house consisting of change of internal layout to increase room size from 2 to 4 including lowering floors, moving stairs, moving rear door, adding obscure glass window to first floor, attic conversion with end-suite and a rear Dorma to increase size of attic by maximum 20m3. Rear Dorma will have 2 windows with obscure glass and Dorma will not exceed highest part of existing roofline and roadside front elevation will not have visual changes other than a new front door.</p> <p>Location: 61 Barlborough Road, Clowne S43 4QX</p> <p>Applicant: Mr Michael Brooks</p> <p><u>Application Number 20/00424/FUL</u></p>		
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	<p>Proposal: Single storey kitchen extension to side of existing property.</p> <p>Location: 16 Court View, Clowne S43 4BU</p> <p>Applicant: Mr Phil Toon</p> <p><u>Application Number 20/00434/FUL</u></p> <p>Proposal: Prior notification of demolition of garages</p> <p>Location: South garage block, Damsbrook Drive, Clowne</p> <p>Applicant: Mr Bobby Woodward</p> <p>The following Planning notifications made under the Town &amp; Country Planning Act were received for information:</p> <p><u>Application Number 20/00309/TPO</u></p> <p>Proposal: Pruning of tree at Plot 9 (TPO BOL/20/105)</p> <p>Location: 20 Century Way, Clowne S43 4TE</p> <p>Applicant: Mr Michael Parrott</p> <p>Notification: Permission approved subject to conditions</p> <p>Councillor D. Dixon left the meeting for a comfort break and returned before the start of the next item.</p>		
75/20	<b>CCTV Town Centre Scheme - Phase 2</b>	It was moved by Councillor Walker and second by Councillor Bosworth that	Agreed For 7 Abstained 1

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	<p>The Clerk referred to the successful completion of phase 1 of the CCTV Scheme which had seen 23 high specification cameras installed at key points around the parish which were being put to good use.</p> <p>The Clerk referred to the costings received from the Council's appointed contractor (Mytec Ltd) at Appendix 14 in relation to the proposed Phase 2.</p> <p>The Council had allocated £12,000 in its 2020/21 Budget Plan but the costings were circa £40,000 as a number of additional locations had been identified by Members at a previous meeting of the Council.</p> <p>A discussion took place.</p> <p>The Clerk advised that if Members approve all the proposed sites then it will be necessary to agree additional funding from its reserves to finance this scheme.</p>	<p>the matter be deferred to the next available meeting of the Council and that Mytec Ltd be asked to plot the proposed new locations onto a site plan of the Parish so Members can better understand the proposed locations for consideration and determination.</p>	<p>Against 0</p>
76/20	<p><b>Clowne Market</b></p> <p>The Clerk referred to his report which had been circulated to Members for consideration which had appraised several site options and the relative advantages and disadvantages of each and associated costings.</p> <p>The Chair asked for this matter to be deferred to allow Members more time to consider the report.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Hughes that the report be deferred to a future meeting of the Council.</p>	<p>Agreed All in Favour</p>
77/20	<p><b>SSAFA – the Armed Forces Charity (Soldiers, Sailors, Airmen and Families Association)</b></p>	<p>It was moved by Councillor Yewman and seconded by Councillor Bosworth that</p>	<p>Agreed All in Favour</p>

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	<p>The Clerk referred to the request received from the local branch of SSAFA which supported local servicemen and women who were experiencing hardship.</p> <p>A detailed report and associated accounts had been circulated at appendix 13 for consideration.</p> <p>A discussion took place.</p>	<p>the Council agrees to award a £600 grant under section 137 of the Local Government Act 1972 towards the work of SSAFA in the parish of Clowne.</p>	
78/20	<p><b>Rural Market Towns Network</b></p> <p>The Clerk referred to the request from the Director of the Rural Service Network (RMTN) which had been circulated at appendix 14 for consideration.</p> <p>Due to the current difficulties being experienced by the financial impact of Covid 19 on Local Councils and the Parish Council's reluctance to participate on a paid subscription basis in the RMTN the Council had been offered free membership for 12 months so it can evaluate (financially risk free) the benefits of joining and participating in the work of the RMTN.</p> <p>A discussion took place.</p>	<p>It was moved by Councillor D. Dixon and seconded by Councillor Yewman that the Council agrees to participate in the Rural Market Towns Network on a free of charge basis for a period of 12 months so the Council can evaluate the benefits of paid membership going forward.</p>	<p>Agreed All in Favour</p>
79/20	<p><b>Confidential Business</b></p> <p>The Chair asked Council that due to the confidential nature of the item relating to the Annual Pay Award 2020 that the matter be discussed as confidential business.</p>	<p>It was moved by Councillor Walker and seconded by Councillor D. Dixon that the next item of business be considered as confidential business.</p>	<p>Agreed All in Favour</p>
80/20	<p><b>Annual Pay Award 2020</b></p> <p>The Clerk referred to appendix 15 circulated with the agenda,</p>	<p>It was moved by Councillor Walker and seconded by Councillor Bailey that the Council approves the</p>	<p>Agreed All in Favour</p>

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	<p>The National Association of Local Councils (NALC) had issued details of the agreed 2020/21 salary levels for those staff on the National Joint Council for Local Government Services pay structure.</p> <p>Also circulated was the update received from the Living Wage Foundation on the UK Living Wage rate which was set at £9.30 per hour.</p> <p>These rates are negotiated and set nationally.</p> <p>A discussion took place.</p>	<p>2020/21 pay award for staff who salary is linked to the National Joint Council for Local Government Services and for those staff who pay is linked to UK Living Wage Hourly Rate of £9.30 set by the Living Wage Foundation as appropriate.</p>	
<p>The Meeting concluded at 8.10pm</p>			

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