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| Clowne Parish Council | | |
|  | Minutes of the Meeting | |
| [Image result for clowne parish council logo](https://www.bing.com/images/search?view=detailV2&ccid=dEcjqzac&id=68EF9836CB86FAC01DC753E7AE22EE5D397ED8BE&thid=OIP.dEcjqzacH9a39LUOheIAEgD5Es&q=clowne+parish+council+logo&simid=608006687670471736&selectedIndex=0) | Meeting | Council Meeting |
| Date of Meeting | Friday 4th February 2022 |
| Council Meeting Start Time | 6pm |
| Meeting Venue | Council Chamber,  Bolsover District Council,  High Street,  Clowne,  S43 4JY |
| In Attendance | Councillors A. Bailley, D. Dixon, M. Dixon, S Gregory, N Hoy, G. Hughes, J. Wood, N. Yewman (Chair)  Steven Singleton – Clerk to the Council  4 members of the Public  Dr Louise Merriman and Dr Naveen Jayadev representing the Springs Health Centre, Clowne |

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| Agenda Item | Order of Business  Part 1 Non-Confidential Business | Resolution | Decision |
| 154/21 | **Apologies for Absence**  Councillor M. Hoy – Childcare | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the apologies for absence be received and approved. | Agreed All in favour |
| 155/21 | **Confirmation that Attendance Register has been signed** | The Chair confirmed that the Attendance Register had been signed by all present. | |
| 156/21 | **Notification of Unregistered Declarations of Pecuniary Interest**  Councillor Bailley advised that he had formally declared a non-pecuniary interest through his voluntary role with Clowne Local History Society.  The Clerk confirmed that Councillor Bailley’s intertest had been declared and was registered with the Monitoring Officer. | It was moved by Councillor N. Hoy and seconded by Councillor Yewman that the declaration of non-pecuniary interest in relation to Councillor Bailley and Clowne Local History Society be noted. | Agreed All in Favour |
| 157/21 | **Notification of Consideration of a Dispensation**  Councillor Bailley asked for a dispensation to speak and vote on the item relating to the ‘Wings for Victory’ Plaque. | It was moved by Councillor N. Hoy and seconded by Councillor Yewman that Councillor Bailley be granted a dispensation to speak and vote on the item relating to the ‘Wings for Victory’ Plaque. | Agreed All in Favour |
| 158/21 | **Council Standing Orders**  The Chair advised that following previous issues raised at Parishioners Forum about the move away from face-to-face appointments to telephone consultations at Shires Doctors Surgery and the time it was taking to get through to book an appointment the Parish Council had asked for a representative(s) from the surgery to attend a Council meeting so that members of the public and Councillors could raise any issues they had.  As such Dr Louise Merriman and Dr Naveen Jayadev were in attendance and the Chair welcomed them to the meeting.  It was suggested by the Chair that the Council moves straight to Parishioners Forum so that Members of the Public can also participate in the discussion with the two doctors.  The Clerk advised that under Council Standing Orders changing the order of business would require a formal resolution of Council. | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the Council considers the Parishioners Forum as the next item of business and suspends Standing Orders to allow Members of the Public to participate. | Agreed All in Favour |
| 159/21 | **Parishioners Forum**  In accordance with Council Standing Orders Members of the Public will be permitted under this agenda item to raise matters relating to the Parish Council as directed by the Chair.  The Chair welcomed the two representatives to the meeting.  A question and answer session took place.  The Doctors also advised that they currently lease the surgery building on a 25-year term which started 2006 so the Practice will be looking to extend lease for a further 20-year term.  The Clerk also referred to a complaint he had received from a parishioner about the amount of dog waste on Villa Park. The Clerk mentioned that he had erected two dog waste bins and signage at the entrance to the playing field reminding do owners to pick up their dog waste. The Parish Council also provided dog waste bags to dog owners if asked.  Councillor Bailley added that there will always be a very small percentage of dog owners that will not comply irrespective of what measures are put in place.  Councillor D. Dixon said he would speak with the Environment Health team at Bolsover DC to see if they are able to assist in any way especially with the issuing of fixed penalty notices for dog fouling. | It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that the reports be received. | Agreed All in Favour |
| 160/21 | **Confirmation and Signing of Minutes of the Council Meetings**  The Chair reminded all present that the Parish Council was now back in session following temporary suspension of Standing Orders.  The Clerk referred to the draft Minutes of the Council Meeting held on Friday 14th January 2022.  Councillor Bailley said he would abstain as he wasn’t in attendance at the meeting. | It was moved by Councillor N. Hoy and seconded by Councillor Wood that Council the Minutes of the Meeting held on Friday 14th January 2022 be approved as a true and correct record. | Agreed  For 8  Abstained 1  Against 0 |
| 161/21 | **Council Meetings and Committees**  The Clerk advised he had suggested Friday 4th March 2022 at 6pm at the Arc as the date for the next Council Meeting.  Councillor M. Dixon advised that she wasn’t available for that date and asked if the meeting could be pushed back to the following Friday.  A discussion took place.  The Clerk reminded Members that the date of the next Joint Burial Meeting was Wednesday 16th March 2022 at 6pm.  The Clerk would advise of the venue when issuing the summons, but he was looking to book the Arc.  The Clerk advised that the date of the next Events Committee had yet to be agreed.  It was suggested that the Clerk circulates possible dates in March to Committee Members so that a suitable date could be agreed.  The date of the Allotments Committee had been scheduled for Wednesday 23rd March 2022 at 6pm at the Community Centre.  Councillor Bailley advised that there were only three Members currently on the Allotments Committee when the terms of reference state a membership of 5 Councillors.  A discussion took place.  The Clerk advised that the Council’s Committee structure (including Membership) is usually undertaken at the Annual Meeting of the Council.  It was noted that this would probably mean a commitment of 1 or 2 meetings between now and the annual review in May 2022. | It was moved by N. Hoy and seconded by Councillor Wood that the date of the next Council Meeting be Friday 11th March 2022 at 6pm in the Council Chamber at Bolsover District Council Offices, High Street, Clowne.  It was moved by Councillor Yewman and seconded by Councillor Bailley that Councillors’ N. Hoy and Wood be appointed to the Allotments Committee with immediate effect. | Agreed  All in Favour  Agreed  All in Favour |
| 162/21 | **Reports to the Council from Outside Bodies**  Bolsover District Council  The Clerk updated Members regarding ongoing negotiations with Bolsover District Council regarding the siting of the Skatepark and Teen Play Zone at the Arc.  Works had now started at the ARC to develop a new full sized 3G Artificial Turf Floodlit Pitch, which when completed, would mean that the existing All Weather Multi Use Games Area would be available to site the Skatepark and Teen Play equipment on.  Bolsover District Council had agreed in principle to the siting of the skatepark in this area but wanted to meet to establish a Service Level Agreement and agree the associated terms and conditions such as insurance, opening and looking, maintenance and repairs etc before making a final decision.  Derbyshire Police  The Clerk advised that the Police.UK website that has the local crime and disorder data for Clowne had not been updated by Derbyshire Constabulary since November 2021 so figures for December 2021 and January 2022 were not available. The Clerk said he would raise this with Derbyshire Police.  No Police representative was in attendance so no questions could be raised but the Clerk referred to the written report submitted by PCSO Suzanne Fox which in particular referred to the ‘Cuppa with a Copper’ sessions taking place at Clowne Methodist Church and the Derbyshire Alert Registration Form. The Police were also aware of the offensive graffiti on Clowne Greenway and Linear Park.  A discussion also took place about inviting the new Police and Crime Commissioner (PACC), Angelique Foster to a future meeting.  The Clerk advised that he had contacted the PACC office and was advised that the round of Parish Council meetings for 2022 had yet to be confirmed and that her office would be back in touch once scheduled.  The Clerk reminded members that the Council had been offered a £5000 grant towards the supply and installation of CCTV cameras at West Lea. He had now received the formal acceptance of offer from the Commissioner’s Office and associated terms and conditions of the grant.  Derbyshire County Council  County Councillor N. Hoy gave a verbal report to Council covering the following issues:   * Ongoing Review and the associated timetable for Public Consultation on future Care Homes provision * Impact Assessment underway for a Pedestrian Crossing on Creswell Road, Clowne * Councillor N. Hoy had allocated from her delegated funds a £200 grant to Clowne Town Cricket Club, £500 towards the Freedom Community Project and a £500 contribution towards the costs of organising the Queens’ Platinum Jubilee Street parties being organised by the Parish Council   Concern was raised about the potential closure of the older persons care home in Clowne and Councillor N. Hoy encouraged as many people as possible to engage in the consultation exercise. Details were on the County Council website and had been circulated on local social media as well.  The Clerk also updated Council on the installation of Wildlife Warning Signage on a stretch of the B6417 on the southern approach to and from Clowne.  This signage had been approved by County Highways and should be installed by Mid-April 2022.  County Councillor Hoy advised that as these were her reports to Council in her County Council Capacity, she would abstain from voting on receiving the reports.  Councillor Bailley also mentioned about the Street Lighting on Brook Hill being obscured by Conifers that were growing around the lights making it quite dark on this road and the lack of lighting on the footpath that runs by the side of the Fire Station off Creswell Road, Clowne.  The Clerk advised that he had already been in touch with Derbyshire County Council about this street lighting as Highways Authority and City Scaffolding about the conifers and that an attempt had been made to trim back the conifers.  However, that said the Clerk said he would visit the area in question and raise this with the relevant stakeholders as required.  In respect of the lighting on the footpath the Clerk believed that this was definitive footpath number 12, but he was unsure who had jurisdiction for dealing with such a request, but he would attempt to find out and report back once he had any further information. | It was moved by Councillor N. Hoy and seconded by Councillor Yewman that the report relating to Bolsover District Council be received.  It was moved by Councillor D. Dixon and seconded by Councillor Yewman that the report relating to Derbyshire County Council be received.  It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the Council approves the formal grant offer of £5000 toward the provision of CCTV at West Lea and associated terms and conditions and delegates the completion of any paperwork in relation to the management of the grant to the Clerk to the Council. | Agreed  All in Favour  Agreed  For 8  Abstained 1  Against 0  Agreed All in Favour |
| 163/21 | **Chair’s Report**  The Chair referred to his report.  In terms of the ongoing work as part of the Villa Park Masterplan the Chair advised that quotations for fencing and gating were being obtained by the Clerk to create a small secure compound as an extension to the new storage unit recently installed.  The Clerk had arranged for the left-hand side changing room to be cleared of Council equipment and the Clerk was in the process of obtaining quotes for the internal painting of this area, internal remedial works to part of the ceiling, a section of damaged tiling in the shower area and inclusion of a sink.  This changing room will be used for the Comets FC Girls team with the right-hand side being used for the boys.  The Chair also advised that two new benches had been erected on Villa Park and that costings were being obtained to purchase and plant semi mature trees on the area behind the Community Centre and for the removal of the wooden play train.  This Town centre stainless steel litter bin has finally arrived (after a delay in manufacture) and will be erected in the area next to the Ashgate Hospice Shop, Lloyds Pharmacy and Domino’s Pizza Takeaway once a contractor had been appointed to undertake the installation works.  The Chair advised that Bolsover DC have provisionally agreed to enter into a licensing arrangement with Clowne Parish Council (or similar) to allow the Parish Council to hold markets on the North Road car park one day a week for a period of twelve weeks initially.  However, before both parties can finalise this arrangement, Chris Fridlington has instructed BDC solicitors to look at the matter of whether there are any other legal issues that would prevent the Parish Council from holding the markets and what if any other action is needed to allow the Parish Council to do so. | It was moved by Councillor Yewman and seconded by Councillor N. Hoy that the report be received. | Agreed  All in Favour |
| 164/21 | **Items Raised by Councillor Bailley**  Councillor Bailley advised that the Clowne Local History Society had been gifted a ‘Wings for Victory’ plaque which recognised the fundraising efforts of the Clowne Community during the 2nd World War.  Councillor Bailley added that the target was to raise £60,000 towards the manufacture of 12 Spitfires but the Community actually raised £78,000. The Spitfires overflew Clowne in recognition of the great fundraising effort of the local community at the time.  Councillor Bailley asked for Council’s permission to display this plaque in a suitable area within Clowne Community Centre. He added that Clowne Local History Society would pay for a suitable display cabinet if agreed by Council. | It was moved by Councillor N. Hoy and seconded by Councillor D. Dixon that 1) the report be received and 2) the Council agrees to display the ’Wings for Victory’ plaque at Clowne Community Centre subject Clowne Local History Society providing a suitable display cabinet. | Agreed  All in Favour |
| 165/21 | **Items raised by Councillor Wood**  Councillor Wood said he had received a complaint from a Parishioner about vermin being seen on Clowne Linear Park.  Councillor Bailey added that he was aware that food had been put down for the ducks on the adjacent Vicarage Pond and this may be attracting vermin as a potential food source.  The Clerk advised that this park was owned and managed by Bolsover District Council and that he would refer the complaint to them for their consideration and action. | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the report be received. | Agreed  All in Favour |
| 166/21 | **Items raised by Councillor Hughes**  Councillor Hughes reported that that he had received comments from several parishioners about cars being parked on grass verges which were damaging these areas, making them look an eyesore.  A discussion took place.  Councillor Gregory stated that cars parking up on grass verges in and around the local schools were not only damaging grass verges but creating a health hazard from car exhaust emissions.  Councillor Wood also said he had seen cars that had parked up outside schools in particular that had parked so far over onto the pavement that anyone with a guide dog, pram or in a wheelchair would have difficulty getting past.  Councillor N. Hoy said this was a multi-agency issue involving Highways, Police, Bolsover DC and Schools.  Councillor Bailley said he would raise the matter formally at Bolsover District Council. | It was moved by Councillor Yewman and seconded by Councillor M. Dixon that the 1) the report be received 2) Councillor Bailley raises this issue of vermin on Clowne Linear Park at Bolsover District Council for them to consider and action. | Agreed  All in Favour |
| 167/21 | **To receive a Report from the Clerk for Information and Decision**  The Clerk referred to his report circulated prior to the meeting.  The Clerk advised that the relocation of the Parish Office previously agreed was proceeding but that he had yet to receive a tenancy start date from Bolsover DC.  The Clerk had also met with the current tenants who had offered their shelving/ racking system, floor standing climate control unit, ceiling mounted electric heaters and alarm system that were already in situ. The Clerk said the value of these items new was approximately £5000.  A discussion took place.  The Clerk updated the meeting on the cleaning of the war memorial off North Road.  Following the decision by Council to specially clean the War Memorial off North Road three quotations had been received for the works.  The works would take place when the weather was a bit warmer.  In addition, the Clerk has received quotations for adding names to the memorial once the final list had been agreed with the local history society.    The Clerk also circulated details and an update on the following activity programmes programmed for 2022 as follows:   * Extreme Wheels Sessions * Forest Schools Sessions * SEN Sport Sessions for February Half term   The Council was please with the success of the SEN Sport Sessions especially considering the time of year and the Members asked the clerk to pass on the thanks of the Council for delivering a successful programme. | It was moved by Councillor N. Hoy and seconded by Councillor Yewman that 1) the report be received 2) the Clerk be given delegated authority to negotiate and agree with the current tenant of the Market Store for the purchase of equipment, fixtures and fittings for use by the Council as required.  It was moved by Councillor N. Hoy and seconded by Councillor Bailley that 1) the report and associated costings relating to the cleaning be received and 2) the Clerk be authorised to issue an order for these works to Lidster’s of Worksop.  It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that 1) the report be received 2) the Extreme Wheels Programme be held during School Holidays with sessions starting Easter 2022 at Clune Street Recreation Ground.  It was moved by Councillor and seconded by Councillor Bailley that 1) the report in relation to Forest Schools sessions be received 2) Council approves the draft Forest Schools Programme for 2022 with sessions starting 9th April 2022 at Clowne Linear Park.  It was moved by Councillor N. Hoy and seconded by Councillor D. Dixon that the report in relation to the SEN Sport Sessions for February Half term be received. | Agreed  All in Favour  Agreed  All in Favour  Agreed  All in Favour  Agreed  All in Favour  Agreed  All in Favour |
| 168/21 | **Town Centre CCTV Scheme – Phase 2**  The Clerk thanked those Members that had been able to attend demonstrations and Q&A sessions which took place on 28th January 2022 at the ARC with the 4 companies that had tendered for these works.  The Clerk referred to the Tender Evaluation Report produced by Bolsover District Council’s Procurement team.  There were still final due diligence checks to complete but the most economically advantageous tender was that supplied by P&S Specialist Services of Matlock.  Bolsover District Council Legal Services were drafting a small works contract for signature by all parties. | It was moved by Councillor N. Hoy and seconded by Councillor M. Dixon that the award of the Town centre CCTV Contract Phase 2 be awarded to P&D Specialist Services Ltd of Matlock subject to completion of all remaining due diligence and 2) the Clerk and Vice Chair be authorised to sign all necessary contract documentation once due diligence checks are complete. | Agreed  All in Favour |
| 169/21 | **To Consider the draft Annual Budget plan for 2022/23 and approve the 2022/23 Precept for Clowne Parish**  The Clerk referred to the draft Budget Plan for financial year 2022/23 circulated with the agenda.  A draft Staffing Plan had also been produced and circulated prior to the meeting showing the salary breakdowns for all staff plus oncosts.  The Clerk advised that these projections were still estimates pending the conclusion of the annual pay ward negotiations and would be subject to amendment if the inflationary assumptions are different.  A discussion took place and a number of questions asked.  The Clerk advised that the 2022/23 budget had been produced on the basis that the precept yield would not increase, which would equate to a zero percent increase for local Parishioners in relation to the Parish Council element of the Council Tax bill.  As a result of the difficulties still being experienced by Local Parishioners following the COVID 19 pandemic and recent inflationary increases in the cost of living balanced with the forecast healthy financial balances Members discussed not increasing the Precept this year. | It was moved by Councillor Yewman and seconded by Councillor Bailley that 1) The draft Budget Plan for 2022/23 is approved and that 2) the Precept is not increased. | Agreed All in Favour |
| 170/21 | **To Receive and Approve Financial and Governance Reports**  The Clerk referred to the latest schedule of payments and receipts for 2021/22 (reference number 2021-07 refers).  The Clerk also gave an update of the current year budget position (2021/22) which showed spend and income against that budgeted.  Councillor N. Hoy thanked for the Clerk for the reports and suggested that financial reports are presented quarterly rather than monthly unless the Clerk needed any specific decisions or there was a particular problem.  A discussion took place.  The Clerk then referred to the Carlsberg Loan Statement at Appendix 11 which showed that the current capital balance owing as £5230.  The Clerk reminded Members that the cost of the loan is offset against barrelage used by the Community Centre bar, so it doesn’t actually need to be paid back unless we sever our contract with Carlsberg. | It was moved by Councillor Yewman and seconded by Councillor Wood that 1) the schedule of payments and receipts for financial year 2021/22 (reference number 2021 -07) is approved.  It was moved by Councillor N. Hoy and seconded by Councillor Yewman that 1) the summary report of the Clerk in relation to the 2021/22 Budget Plan is received 2) that the Clerk provides quarterly financial reports to Council rather than monthly.  It was moved by Councillor M. Dixon and seconded by Councillor N. Hoy that the Council approves the draft Staffing Plan for 2022/23 and associated pay awards subject to final agreement between the employers and the unions) and that the pay award is backdated to 1st April 2021.  It was moved by Councillor Yewman and seconded by Councillor Wood that the Carlsberg loan Statement for the period ending 31st December 2021 is approved. | Agreed All in Favour  Agreed All in Favour  Agreed All in Favour  Agreed All in Favour |
| 171/21 | **To receive Planning Applications made under the Town and Country Planning Act 1990 for consideration and Comment**  Councillor N. Hoy and Councillor Bailley declared a non-pecuniary interest in this item of business and left the meeting.  A discussion took place regarding the following planning applications received from Bolsover DC.   * Application Number 22/00039/FUL   Residential development of 5 dwellings at 6 Neale Street, Clowne S43 4RX   * Application Number 21/00756/FUL   Erection of stable block arranged in an L shape consisting of 7 stables and 1 storeroom at land facing start of Romeley Lane, Clowne   * Application Number 22/00029/FUL   Change of use from private allotment garden to extension of residential curtilage at 2 Mitchell Street, Clowne   * Application Number 22/00044/DETHH   Single storey extension to the rear of property which extends beyond the rear wall by 6.5m with a maximum height of 4m and an eaves height of 2.5m at 28 Chestnut Drive, Clowne  Application Number 21/00027/FUL  Proposed single storey rear extension and erection of detached garage and alteration to the front bay window at 28 Chestnut Drive, Clowne | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the following Planning Applications be noted:   * 22/00039/FUL * 21/00756/FUL * 22/00029/FUL * 22/00044/DETHH * 21/00027/FUL | Agreed  All in Favour |
| 172/21 | **To receive details of Planning Permissions made under the Town and Country Planning Act 1990 for Information** | The Chair noted that no notices of recent decision made since the last meeting had been received. | |
| The Meeting ended 19.57 | | | |