

Present: Tony Trafford; Clive Fleetwood; John Jepson; Tricia Clough; David Clough; Rachel Hibbert; Keith Woollen; Chris Mellard-Sibley; Nicki Senior (Clerk)

**01/20 Apologies for absence**

Cllr. Clive Moesby (County Councillor) was unable to attend

**02/20 Declarations of interest**

None

**02/20/01 – Co-opt of new Councillor**

Further to the discussion at the previous meeting it was proposed that Chris Mellard-Sibley be formally co-opted to the Council. **This was agreed unanimously.** The clerk will inform Bolsover District Council of the decision.

**03/20 Public Forum**

Cllr Hibbert asked if photos from a member of the public had been received regarding the parking on Chestnut Avenue. Clerk said they had not but would see if they had been sent to the old e-mail address. Member of public is seeking a disabled space to allow her easier access. Clerk to send Cllr. Hibbert link to disabled spaces procedure to be passed onto the resident. Further discussion was had regarding the continued use of the Green on Glapwell Hill for parking and vehicular access. Cllr T. Clough confirmed she had informed CAN of certain issues and action had been taken by requesting the removal of vehicles and applying parking stickers to vehicles that remain. Although BDC and DDC have been informed about parking in this area it appears action is slow to take place. Have been approached but nothing has been done. Concrete over verges. Drainable surface as an alternative.

A wider discussion was had regarding parking in the village and the following measures suggested:

1. Enforcement and Planning to be followed up specifically regarding The Hill parking. (Clerk and Cllr. T Clough))
2. Obtain a copy of the BDC survey of parking places. (Clerk)
3. Propose widening carriages and reducing size of refuse vehicles. (Cllr. T Clough)
4. Propose that the narrow grass verges need reinstatement. (Cllr. T Clough)

Cllr. Hibbert also asked about the state of the pavements in the village. Cllr/ T Clough will include this in her correspondence.

A discussion was had regarding the lack of Christmas decoration at the Glapwell Centre at Christmas. Centre manager had reported she was unable to reach the decorations as they were pushed into the roof space. She also reported that REAL education students had in previous years vandalised them. This will now be addressed in more formal work instructions to be issued appropriately.



A further discussion was had about the need to prepare Christmas items in advance in order to get best value and appropriate decorations. It was suggested Clerk looks at electricity supply to the green as a matter of urgency

**04/20 Minutes of previous meeting held on 28/11/2020**

The minutes of the Full Council Meeting were passed as a true and accurate record.

**05/20 Reports**

05/20/01 Police – No information

05/20/01/01 Crime Statistics

Reports of crime have fallen October 2019 to November 2019 down by 43%.

Reports of crime for November 2019 are the same as for the previous year and down by 20% on 2017.

05/20/02 County Councillor apologies

05/20/03 District Councillor

05/20/03/01

The District Council meeting reported a positive financial audit report for BDC. Caution is still warranted as is the need to increase income.

05/20/03/02

The issue with IH trees has been resolved following a visit from Kay Gregory. Agreement was reached that his actions are fine if the safety and health of the trees are preserved.

05/20/03/03

Update on planning application meeting now being held on February 12<sup>th</sup>, 2020 10am. People can attend but must register their intention to speak in advance. Admittance is first come first served and the meeting will be held at The ARC in Clowne. Tom Kirkham and Cllr. T Clough will be speaking on behalf of the residents. This is a decision meeting.

05/20/03/04

Cllr. T Clough flagged up the offer at The ARC sports centre in Clowne, currently £368 for years membership for a family.

05/20/03/05

New MP's first surgery will be in in South Normanton on 24<sup>th</sup> February 2020.

05/20/03/06

Dog fouling is on the increase in the village. Cllr. T Clough is contacting Environmental Health to mark areas affected.

05/20/03/07

Cllr. T Clough reminded members of the meeting with Simon Redding on Friday 31<sup>st</sup> January at 4pm to see how we can get grants for the Centre.

**06/20 Matters arising**

06/20/01 Roofing at the Glapwell Centre

Frustrated that these quotes have not been obtained. Bolsover roofing were approached but never responded and it has only been when I have requested the quotes for the meeting that other firms are now being asked to come out.

RP Roofing was suggested on 01246 828019

#### 06/20/02 Playground repairs

The request to waive the fee for quoting for repair was accepted and an officer was due to visit this week to compile a quote.

#### 06/20/03 DPO Update

Advice from the ICO was to piggyback on the BDC services as and when needed as the norm in these situations.

#### 06/20/04 Bank of Scotland account update

Cllr. T Trafford is still pursuing access to this account.

#### 06/20/05 Outside lighting

Has now been fixed. A complaint was made by a resident about the brightness of the lights and the engineer revisited to angle the lamp to cast more directly on the car park.

#### 06/20/06 MUGA lights

On December 5<sup>th</sup> players reported the lights on the MUGA were not working correctly. An inspection revealed several of the bulbs had failed significantly. It was felt too dangerous to allow play to continue so all bookings were cancelled with immediate effect. JKE were contacted and agreed the lights should not have failed after such a short time. They have issued a bill of £672 to fit replacement lights which they have obtained under warranty. They have been unable to source a cherry picker as of 14/01/20. All bookings remain cancelled with a loss of revenue to date of £475. It was asked if we pursue a claim against the light manufacturer for the JKE costs and the revenue? Would it be more appropriate to direct the claim to JKE? It was decided to contact the manufacturer (Osram) regarding the loss of income given that they failed in such a short time. Knowledge of the commercial sale of goods act would be prudent. May also contact insurance to see if we are covered by them.

#### 06/20/07 WI Meeting

TC and NS met with members of the WI on their request. They wanted to complain about the length of time it had taken to resolve the issues they raised a year ago, state of the kitchen, and the cleanliness of the facility. TC and NS agreed with most of their observations and reassured that changes were in place to the process for reporting and completing maintenance and for the general upkeep of the building. The expressed little faith in things changing but agreed to reserve judgement for six months by which time the landscape of the centre will have changed due to shifting client base.

#### 06/20/08 Vault Security

Have requested a maintenance visit for the CCTV at £385 plus VAT. We are contractually bound it seems to have this done. Would we like to give notice so we can try to source a better company? Alternatively, Vault are currently enjoying free storage rental on the football ground and this needs to be explored. Cllr. Fleetwood explained that there was a tacit agreement that Vault would operate security at the ground in return for storage. This has not yet been realised. Questions were raised as to how Vault could monitor the ground in GDPR terms. The suitability of the system was also raised given police do not recommend motion sensor cameras as they are not responsive enough. It was agreed to have a meeting with Vault to reconcile these issues.



## 07/20 Finance report

### 07/20/01 Income and expenditure for November/December

Income has been badly affected by the MUGA lights and this is reflected in the figures.

### 07/20/02 Payments for November/December

Date	Details			TOTAL	NET	VAT
18.11.19	Water Plus	FG supply	115	£78.84	£65.70	£13.14
19.11.19	Viking	Stationery	116	£23.11	£19.26	£3.85
19.11.19	BT	Phone	117	£43.94	£36.62	£7.32
20.11.19	PRS	Licence	08	£138.02	£115.02	£23.00
21.11.19	Mansfield Glass	Window Repair	119	£60.00	£50.00	£10.00
27.11.19	DCC	Advertising	120	£134.40	£112.00	£22.40
27.11.19	Eon	FG PAYG meter	121	£50.00	£47.62	£2.38
29.11.19	R B Legion	Wreath 300068	122	£18.75	£18.75	£0.00
29.11.19	BT	Broadband	123	£369.69	£322.43	£47.26
03.12.19	Viking	Stationery	124	£9.92	£8.27	£1.65
06.12.19	BT	Mobile	125	£9.60	£8.00	£1.60
06.12.19	Eon	FG Gas	126	£7.38	£7.03	£0.35
11.12.19	S Wright	Locks in Hall	127	£65.00	£65.00	£0.00
11.12.19	J S Marriott	Postage stamps	128	£7.32	£7.32	£0.00
11.12.19	N Senior	Phone & Keys	129	£53.95	£53.95	£0.00
11.12.19	Staff	Salaries December	130	£3,429.69	£3,429.69	£0.00
11.12.19	HMRC	PAYE December	130	£377.92	£377.92	£0.00
11.12.19	DCC	Pension	130	£260.29	£260.29	£0.00
11.12.19	DWP	Attachment	130	£71.68	£71.68	£0.00
02.12.19	Plusnet	Broadband	131	£47.40	£47.40	£0.00
18.12.19	Watson Elect	Lighting repairs	132	£380.26	£316.88	£63.38
18.12.19	BT	Phone directory	133	£32.29	£26.99	£5.40
18.12.19	Eon	PAYG football grnd	134	£50.00	£47.62	£2.38
20.12.19	Opus	Hall elect	135	£144.62	£137.73	£6.89
20.12.19	Opus	Hall Gas	136	£460.02	£383.35	£76.67
07.01.20	Eon	PAYG Football Grnd	137	£50.00	£47.62	£2.38
07.01.20	Water Plus	Hall water supply	138	£100.49	£100.49	£0.00
07.01.20	BT	Mobile phone	139	£9.60	£8.00	£1.60
07.01.20	Plantscape	Lamp Xmas Trees	140	£2,412.00	£2,010.00	£402.00
07.01.20	Staff	Salaries January	141	£3,298.10	£3,298.10	£0.00
07.01.20	HMRC	PAYE January	141	£345.32	£345.32	£0.00
07.01.20	DCC	Staff Pension	141	£260.29	£260.29	£0.00
07.01.20	DWP	Attachment	141	£71.67	£71.67	£0.00
07.01.20	Plusnet	Broadband	142	£47.40	£47.40	£0.00
31.12.19	Unity Trust	Charges	DD	£18.00	£18.00	£0.00
07.01.20	Opus Energy	Hall Gas	143	£494.60	£412.17	£82.43
07.01.20	Opus Energy	Hall Elect	144	£139.46	£132.82	£6.64
30.11.19	PayPal	Charges	DD	£27.42	£27.42	£0.00
31.12.19	PayPal	Charges	DD	£4.24	£4.24	£0.00

### Additional

Date	Details			TOTAL	NET	VAT
07.01.20	Eon	PAYG Football Grnd	137	£50.00	£47.62	£2.38
07.01.20	Water Plus	Hall water supply	138	£100.49	£100.49	£0.00
07.01.20	BT	Mobile phone	139	£9.60	£8.00	£1.60
07.01.20	Plantscape	Lamp Xmas Trees	140	£2,412.00	£2,010.00	£402.00
07.01.20	Staff	Salaries January	141	£3,298.10	£3,298.10	£0.00
07.01.20	HMRC	PAYE January	141	£345.32	£345.32	£0.00
07.01.20	DCC	Staff Pension	141	£260.29	£260.29	£0.00
07.01.20	DWP	Attachment	141	£71.67	£71.67	£0.00



07.01.20	Plusnet	Broadband	142	£47.40	£47.40	£0.00
31.12.19	Unity Trust	Charges	DD	£18.00	£18.00	£0.00
07.01.20	Opus Energy	Hall Gas	143	£494.60	£412.17	£82.43
07.01.20	Opus Energy	Hall Elect	144	£139.46	£132.82	£6.64
30.11.19	PayPal	Charges	DD	£27.42	£27.42	£0.00
31.12.19	PayPal	Charges	DD	£4.24	£4.24	£0.00
12.01.20	Eon	FG Gas	145	£9.23	£8.79	£0.44
16.01.20	Cricket Club	Path maint	146	£315.00	£315.00	£0.00
16.01.20	N Senior	Rebecca's Phone	147	£10.00	£8.34	£1.66
16.01.20	Fire Call UK	Fire Alarm service	148	£156.00	£130.00	£26.00
16.01.20	BDC	Land Rent	149	£1.00	£1.00	£0.00

#### 07/20/03 Update on paid and outstanding accounts

All outstanding invoices have been paid.

#### 07/20/04 Budget setting 20/21

#### Issues affecting finances 20/21

FC Update – Nothing has been heard from Michael Noon. Considering this the finances were to be constructed in the context of no lease having been agreed.

A discussion was had regarding what help was expected to come from REAL in the form of either repairs or remuneration given their notice to leave the centre in April 2020. If expectations of recompense are realised the budget will be more robust in terms of repairs and maintenance for the centre as well as in attracting more rentals. Cllr. Fleetwood and Cllr. Woollen will undertake a walk round to determine what works can be attributable to REAL education. Chair asked that we include everything we can reasonably claim for it as well as holding them to terms of review date which was July.

RFO reminded Council that last year we had the support grant which is no longer available and this needs to be replaced just to stand still as £2700 has been lost. Income must increase across all areas.

Chair suggested the following areas to look at:

- Utilities
- Staffing
- Daytime use and use of the MUGA manager for marketing

RFO and Clerk recommended staffing to be reviewed in September when the picture of rental was clearer. Cllr. Fleetwood suggested that expenditure needed to be reduced as well as income increased and asked that staffing should be reviewed now not in September. Clerk cautioned that any changes needed to adhere to employment law and ACAS should be consulted.

RFO and Clerk further recommended controlling project costs such as Christmas decorations, hanging baskets and celebrations. Various alternatives were discussed, and it was agreed that these needed looking at sooner rather than later.

The need to obtain grant funding to improve the centre and therefore increase its rental potential was also discussed. Also suggested was a review of the rental rates currently in operation.

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Chair proposed to accept "Draft 2" of the budget and set the precept at 2.5% - **This was formally accepted by all members of the Council.**

Clerk raised concern over the clerks' hours and the limitations they placed on what could be achieved. Council directed the clerk to analyse the staffing needs as a priority.

### **08/20 The Glapwell Centre**

#### 08/20/01 REAL Education

REAL Education have announced its plans to leave the centre in April 2020. (See discussion in 07/20/04). Concern was raised about the decline in behaviour in the preceding weeks.

#### 08/20/02 Environmental Health Inspection

This took place in December and we achieved 3/5 with several stipulations made to bring the kitchen up to a usable standard. All stipulations are a legal requirement:

- Diffuser on light fitting
- Repair seals on fridge
- Replace sealant around sink
- Repair and redecorate the walls due to flaking paint and plaster at present
- Clean under units – dirt and debris need removing
- Repair cabinet doors
- Deep clean
- Implement a food safety management system (Safer food better business)
- An allergen policy must be put in place

#### 08/20/03 Management Committee

This was held over until the February 2020.

RBS Bank account is still waiting to be accessed by Cllr. T Trafford

### **09/20 Clerks business**

Held over until February 2020

### **10/20 Football Ground and MUGA**

10/20/01 Lease update - No information had been forthcoming from CWFC. If this situation remains, then it was suggested to widen the scope to other clubs and uses.

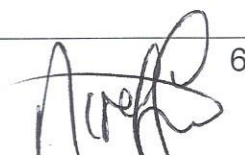
#### 10/20/02 MUGA Update

Bookings – Notwithstanding our current issues with the lights which may impact on the retention of teams we have picked up bookings for odd Friday nights and match play at weekends. Additionally, we have a football school hiring for 3 hours every day in the half term holidays.

### **11/20 Planning matters**

#### 11/20/01 Application No: 19/00583/OUT

Planning meeting has now been set for the 12<sup>th</sup> February at 10am. If Clerk prints out some notices for this are there any Councillors who can put these through residents' doors on Mansfield Road and Park Avenue? Cllr. Mellard-Sibley agreed to deliver them.



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11/20/02 The Old Dairy

Although this was granted, we challenged planning on the use of the term's small vans and camper vans in the decision notice. Planning's response has been circulated and with no complaints yet received regarding work they are satisfied that the planning decision stands as is. Chair suggests asking Community/ Neighbourhood Watch lead to monitor activity.

**12/20 Correspondence**

12/20/01 Parish and Town Council Salt Collections

12/20/02 WI Communication

12/20/03 Parish Precept

12/20/04 Bolsover District Council Active Communities project 2020/21

12/20/05 Mobile Library Routes

12/20/06 LGPS McCloud case update

**13/20 Date of next meeting – Thursday 27<sup>th</sup> February 2020**

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