Minutes of the Meeting of Glapwell Parish Council, held on Thursday 22nd June 2023 in the Glapwell Centre, The Green, Glapwell

**Members present:**

Cllr T Trafford

Cllr C Fleetwood

Cllr P Clough

Cllr Iain Grainger-Grimes

**Apologies**

Cllr R Hibbert

Cllr John Richie

Cllr D Harvey

**In attendance**

J Marriott (Responsible Finance Officer)

Dr J Clarke (Parish Clerk)

**Public Participation**

No members of the public attended.

**BUSINESS**

**01/06/23 Apologies for absence**

Apologies received from Cllr Rachel Hibbert (childminding), Cllr David Harvey (annual leave) and Cllr John Richie (attending awards).

**02/06/23 To receive declarations of interests**

Cllrs Trafford, Clough and Fleetwood declared a personal interest as Trustees of the Glapwell Guardians and Sports Association.

**03/06/23 Minutes**

**RESOLVED That these minutes were approved as an accurate record of the meeting held on Thursday 25th May 2023.**

**04/06/23 Exclusion of Public**

Not required.

**05/06/23 Reports**

1. **Parish Clerk’s report**

A written report was submitted.

**RESOLVED That this information be received and that based on the report the following actions would be taken.**

1. The sport’s hall boiler was not repairable therefore 3 quotes for a replacement would be found.
2. Cllrs would be asked what contact details they would like making available in the newsletter.
3. The Clerk would look into getting email addresses for councillors.
4. Given that DALC had been intransigent about the cost of the subscription for the parish, it was decided that the parish no longer wished to rejoin and the Clerk would explore doing CILCA via the SLCC.
5. The Clerk’s decision to ask Gillgrass Nurseries to do the flower beds and tubs was approved. This did not comply with financial regulations as she had been unable to secure three quotes.
6. **District Councilor’s report**

Cllr Ritchie submitted a written report in his absence.

**RESOLVED That this information be received and that based on the report the following actions would be taken.**

1. With regards to the new development off MARR, that the Clerk would write to Bolsover DC to see what improvements would be made to the A617 through Glapwell to mitigate the increased traffic.
2. **County Councilor’s report**

Cllr Barron was not present. In his absence several issues were raised:

1. There was still no information on when would the junction at the Young Vanish be altered to make it safer.
2. Disappointment at his non-attendance at Parish meetings was to be minuted.
3. **Police Report**

No officers were present. In their absence, the Clerk was asked to inquire as whether there could be yellow Watch your Speed signs put on the A617.

1. **Glapwell Centre Manager’s report**

A written report was submitted. The Centre Manager was asked to organise meetings of the Glapwell Guardians and the Glapwell Community Sports Association.

**06/06/23 Planning**

No applications.

**07/06/23 Items for Consideration and Decision**

- **Renovation of the community centre (standing item).** Cllrs Trafford and Fleetwood had met with the architects who have redesigned the planned replacement hall. The Chair would seek a meeting with the Planning Department at BDC, accompanied by the Clerk.

- **The football ground and MUGA (standing item).** The ongoing frustrations with booking the ground were raised. Meadowcliffe Homes did not want to demolish the bar buildings. The Clerk would arrange for the building to be cordoned off.

- **Adoption of Standing Orders, Financial Regulations and Risk Assessment.** The Standing Orders and Financial Regulations were agreed with minor amendments alongside the Parish’s Risk Assessments.

- **Newsletter.** Elected members suggested that the following be included:

1 The flowerbeds

2 Refurbishment of the Sports Hall kitchen

3 Plans to renovate the hall

- **Code of Conduct training.** This would be scheduled for Autumn.

**RESOLVED: That the above decisions be actioned.**

**08/06/23 Items for Information Only**

1. **Correspondence**

None received

1. **Items for Information**

None received

**09/06/23 Finance**

1. Payments for authorisation

Council received the list of payments for authorisation to approve if appropriate.

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| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Details** |  |  | **TOTAL** | **NET** | **VAT** |
| 01.06.23 | BDC | Dog Bin Service | 23 | £57.88 | £48.23 | £9.65 |
| 01.06.23 | City Hygiene | Centre hygiene | 24 | £162.23 | £135.19 | £27.04 |
| 09.06.23 | Printerland | New printer | 25 | £318.00 | £265.00 | £53.00 |
| 13.06.23 | Plusnet | Phone & Bband | DD | £75.50 | £62.92 | £12.58 |
| 13.06.23 | Go Cardless | Website hosting | DD | £27.60 | £23.00 | £4.60 |
| 06.06.23 | E-on Next | FG Gas | 26 | £25.72 | £24.50 | £1.22 |
| 06.06.23 | E-on Next | FG Elec | 27 | £41.34 | £39.37 | £1.97 |
| 05.06.23 | Opus Energy | Centre Elec | 28 | £106.31 | £101.25 | £5.06 |
| 05.06.23 | Opus Energy | Centre Gas | 29 | £479.36 | £399.47 | £79.89 |
| 15.06.23 | ICO | Licence fee | DD | £35.00 | £35.00 | £0.00 |
| 30.06.23 | Staff Salaries | June  | 30 | £4,019.00 | £4,019.00 | £0.00 |
| 30.06.23 | HMRC - PAYE | June  | 30 | £575.62 | £575.62 | £0.00 |
| 30.06.23 | NEST  | Staff Pension June | 30 | £80.01 | £80.01 | £0.00 |

It was also agreed that the Clerk would be added as a signatory to the Parish account and a payment card would be applied for.

1. Income and expenditure, bank reconciliation

The Responsible Financial Officer presented the Income and Expenditure Account for May 2023 and bank reconciliation as at that date.

1. Internal Auditor’s Report

The Internal Auditors Report was noted, in particular, the need to get three quotes in line with the Internal Auditor’s advice. The Clerk would record in the minutes if Financial Regulations are not being followed.

**RESOLVED That these are received and approved**

**10/06/23 Items to be included on the next agenda (Thursday 27th July 2023)**

Remembrance Sunday

**Meeting closed at 8.59pm**

**Chair:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**