Minutes of the Meeting of Glapwell Parish Council, held on Thursday 25th May 2023 in the Glapwell Centre, The Green, Glapwell

**Members present:**

Cllr T Trafford

Cllr C Fleetwood

Cllr P Clough

Cllr D Harvey

Cllr John Richie

**Apologies**

Cllr R Hibbert

**In attendance**

J Marriott (Responsible Finance Officer)

Dr J Clarke (Parish Clerk)

One member of the public

**Public Participation**

A member of the parish offered to be co-opted onto the council. The Clerk would advertise any vacancies on the website.

**BUSINESS**

**01/05/23Election of Chair**

**RESOLVED That Cllr Trafford be elected as Chair.**

**02/05/23 Election of Vice-Chair**

**RESOLVED That Cllr Fleetwood be elected as Vice-Chair**

**03/05/23 Apologies for absence**

Apologies received from Cllr Rachel Hibbert (illness)

**04/05/23 To receive declarations of interests**

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

Cllr Ritchie declared a personal interest with regards to Glapwell Cricket Club.

**05/05/23 Minutes**

To confirm the minutes of the meeting held on Thursday 27th April 2023.

**RESOLVED That these minutes were approved as an accurate record of the meeting held on Thursday 27thApril 2023.**

**06/05/23 Exclusion of Public**

Not required.

**07/05/23 Reports**

1. **Parish Clerk’s report**

A verbal report was given.

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

1. **A fire informal inspection of the building should be organised and appropriate detection devices fitted.**
2. **That repairs to the playground adjacent to the Centre be undertaken.**
3. **That the old range on the Sports Hall kitchen was not fit for purpose and an electric hob would be preferable. Potential sources of funding would be explored.**
4. **That the Clerk would liaise with Cllr Fleetwood with regards to wiring in the glass washer.**
5. **The Clerk would speak to the site manager at the development near Glapwell Nurseries with regards to the demolition of the former bar area at hall Corner.**
6. **The Clerk would ask Nikki Senior to take down the old website.**
7. **The Clerk, RFO and Centre Manager should work together to ensure the two charities had the appropriate Public Liability Insurance.**
8. **The Clerk and Centre Manager would do the appropriate personal alcohol licence training to facilitate securing a licence for the Glapwell Centre premises.**
9. **That a member of the support staff (LB) should undertake Level II food hygiene training.**
10. **That the Clerk liaise with Gillgrass to see if a cheaper option for the flower beds and colliery tubs could be found.**
11. **That a new printer be purchased.**
12. **That new quotes for internet provision be sought.**
13. **That the Clerk would enquire if the parish could have any funding from the Co-op community fund.**
14. **That the Clerk would add a police report to the agenda.**
15. **District Councilor’s report**

Cllr Ritchie reported that there would be new traffic lights near the garden centre to facilitate the installation of a water main.

He also reported on the new departmental structure at BDC, on the new crematorium and the Clowne North housing development.

**RESOLVED That the Clerk would write to Bolsover District Council, Derbyshire County Council and Severn Trent to express concern about the lack of coordination by the developers of the new housing adjacent to Glapwell Nurseries.**

1. **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. After being reported by the Clerk the speed sign is currently working.
3. **Glapwell Centre Manager’s report**

A written report was submitted.

**08/05/23 Planning**

Reference 23/00224/ADV

Address Site of Former Plug and Feathers The Hill Glapwell Chesterfield S44 5LY

Proposal Installation of various signage including 7m totem, directional signage, clearance bar, menu board, order canopy, menu board, wordmark fascia sign, fascia sign and internally mounted roundel

**RESOLVED That concern be expressed about the amount and height of signage in what is a residential location.**

Reference 23/00223/FUL

Address Site of Former Plug and Feathers The Hill Glapwell Chesterfield S44 5LY

Proposal Installation of HVAC condensing units on first floor roof area with screening

**RESOLVED That concern about potential noise be raised.**

**09/05/23 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. Awards for All have funding available for community consultation.

- **The football ground and MUGA (standing item).**The Clerk was responsible for bookings and ensuring due diligence was in place. The Sports Association would fund the cost of renovating the pitch over the summer, on production of receipts. The Eon bill would be met by the Parish. The Clerk would produce some standard practices for the pitch rental.

- **Adoption of Standing Orders and Financial Regulations.** This would be brought to the parish meeting in June 2023.

- **Appointment of representatives to the Parish Council Liaison Committee.** That Cllr Clough and Harvey would be the council’s representatives.

- **Membership of DALC.** That the parish would join DALC.

- **Newsletter.** That the Parish could produce a half yearly newsletter.

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

**10/05/23 Items for Information Only**

1. **Correspondence**

None received

1. **Items for Information**

None received

**11/05/23 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** | |
| 10.05.23 | | Aljacks Ltd | | Centre Kitchen | | 13 | | £7,129.20 | | £5,941.00 | | £1,188.20 | |
| 10.05.23 | | Eon-Next | | FG Elec | | 14 | | £61.81 | | £58.87 | | £2.94 | |
| 10.05.23 | | Eon-Next | | FG Gas | | 15 | | £26.56 | | £25.29 | | £1.27 | |
| 10.05.23 | | Go Cardless | | Website hosting | | DD | | £27.60 | | £23.00 | | £4.60 | |
| 01.05.23 | | Opus Energy | | Centre Gas | | 16 | | £535.79 | | £446.49 | | £89.30 | |
| 03.05.23 | | Opus Energy | | Centre Elec | | 17 | | £94.07 | | £89.59 | | £4.48 | |
| 03.05.23 | | ASL | | Cleaning Supplies | | 18 | | £84.79 | | £70.67 | | £14.12 | |
| 10.05.23 | | Water Plus | | Centre Water | | 19 | | £99.91 | | £99.91 | | £0.00 | |

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| --- | --- | --- | --- | --- | --- | --- |
| 15.05.23 | Bol Woodland | Trees Cricket Gr | 20 | £850.00 | £708.33 | £141.67 |
| 23.05.23 | Plusnet | Phone & B band | DD | £75.50 | £62.92 | £12.58 |
| 25.05.23 | Staff Salaries | May | 21 | £3,874.57 | £3,874.57 | £0.00 |
| 25.05.23 | HMRC PAYE | May | 21 | £567.22 | £567.22 | £0.00 |
| 25.05.23 | NEST | Staff Pension | 21 | £80.01 | £80.01 | £0.00 |

1. Income and expenditure, bank reconciliation

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

1. Internal Auditor’s Report

The Internal Auditors Report was circulated.

1. Annual Governance Statement

The Clerk read out the Annual Governance Statement. This was agreed and signed.

1. Annual Accounting Statement

Annual Accounting Statement was presented having previously being signed by the Responsible Financial Officer. This was agreed and signed.

f. Public Rights

The dates of the period for the exercise of public rights to be set at 5th June 2023 to 14th July 2023.

**RESOLVED That these are received and approved**

**12/05/23 Items to be included on the next agenda (Thursday 22nd June 2023)**

Annual Parish meeting (starting at 1830, with Parish Council meeting on rise.)

Neighbourhood plan

**Meeting closed at 9.31pm**

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