

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

111/19 Apologies for absence

None

112/19 Declarations of interest

None

113/19 Public Forum

Public Forum was attended by a member of the public who was interested in becoming a Councillor and wanted to observe Council meeting. He was welcomed to attend the meeting.

RH brought to the forum a matter referred to her regarding the green opposite the Young Vanish public house. A resident was experiencing problems with a neighbour who had recently moved in and was driving vehicles over the grass and blocking the pavement. The lady was disabled and found access difficult herself. The clerk advanced the information due to be presented at 115/19/06. The Clerk had been sent photos of the damage done to the grass by the resident and had escalated the issue to both planning at BDC and highways at DCC, both of whom were pursuing action. At the same time the Clerk had been contacted by the resident themselves who asked for council help in obtaining a disabled parking bay. Clerk had sent on information to the resident regarding disabled parking bay applications and planning.

114/19 Minutes of previous meeting held on 24/10/2019 – Finance and PCM minutes

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

115/19 Reports

115/19/01 Police – No information

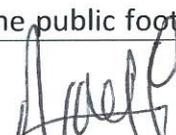
115/19/01/01 Crime Statistics

There doesn't appear to be any obvious rise in crime in the area over the past few months despite fears to the contrary. If the Council like clerk will prepare a more in-depth report comparing trends over a longer period of time and with month to month comparisons. Thereafter it can be monitored monthly.

115/19/02 County Councillor

115/19/02/01 CREST – Cllr. Moesby reported that getting the information from CREST regarding their monitoring of the hill was proving problematic but that he would continue to work to obtain the information.

115/19/02/02 Overgrowth on Foot path 4 – Transport and environment officer had been out to assess the borders of the footpath and confirmed that there was no overgrowth on the public footpath. As



the wall is owned by the house then its upkeep will be the land owners responsibility. Cllr. Moesby would be happy to have his details for referral for the home owner concerned.

115/19/02/03 Trees on Back Lane – Cllr Moesby outlined the works that had been scheduled for the two groups of trees. The tree owner was concerned that he had been told that if he undertook the work on the tree with a protection order and then the tree died he would be liable for a £20,000 fine. TC confirmed he planned to undertake the work himself but under guidance from a qualified tree specialist. It was suggested that he may like to talk to BDC to obtain a method statement. Kate Siddons was recommended on the number 01629 538588. TT advised that given the tree owner had taken all reasonable precautions when undertaking the work, he couldn't see any issues from the point of view of GPC.

115/19/02/04 Housing – Regarding Planning Application 19/00583/OUT Residential development for up to 62 dwellings. Letter received from Steve Philipson regarding the County Council view. Cllr. Moesby is happy to put in a response from County on the issues that are pertinent on a county level like increased traffic levels and the road junction. Council agreed that this would be welcomed.

115/19/03 District Councillor

115/19/03/01 Regarding Planning Application 19/00583/OUT Residential development for up to 62 dwellings. – Due to the number of letters received this will not be delegated and will go to full planning. TC will call it in with Tom Kirkham. TC reported that she had spoken to the Head at Bramley Vale school who is turning children away and losing staff and couldn't cope with the influx created by the size of development proposed. TC to ask Head to put these in writing. With regard to the Planning meeting this would possibly be in early January and it was essential to get as many residents as possible to attend.

NB Additional: Bramley Vale school appealing for fiction and non-fiction books for their library. Clerk to post on social media on their behalf.

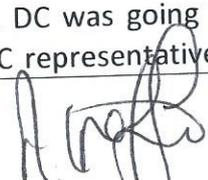
115/19/03/02 Traffic survey – TC had received a list of people in the last meeting happy to take part in a traffic survey. The traffic surveyor who was helping out had been ill so her advice had not yet been pursued yet.

115/19/03/03 With regard to parking congestion at the mouth of Park Avenue TC had located one possible kerb blip by the fire hydrant but no advisory plates. Clerk will contact highways regarding reinstating the blip and placing advisory plates on nearby posts.

115/19/03/04 Lime Tree Avenue - The wall has been knocked down again and communication had been received advising the Council that quotes are being obtained and work was anticipated to commence in January 2020 to remove the wall completely.

115/19/03/05 Youth Forum - TC had attended a meeting with Tom Kirkham and Richard Fearn at Doe Lea Centre. Banners had now been obtained and there was to be a Youth Forum meeting this month. It was suggested one of the meetings may like to take place at the Glapwell Centre and to liaise with Julie for availability. Meetings would revolve around asking participants what the Youth of the area want. They can then either arrange to talk to the Council or compose a letter with their needs.

115/19/03/06 Parish Liaison – DC reported back on the Parish Liaison Committee. Frustration was voiced at the membership conventions that were ultimately limiting in its reach. DC was going to continue to try to encourage the members to open it up more widely to other PC representatives.



Previous meeting was related to selling off garages whilst the latest one included a presentation on the 5-year plan. Clerk will circulate the presentation to all Council members.

115/19/03/07 Traffic opposite Young Vanish - update see above 113/19

116/19 Matters arising

116/19/01 Roofing at the Glapwell Centre

We have leaks in the flat roof in the meeting room end of the building. This is coming in through the light fittings in the men's toilets. Options:

1. Patch up where needed
2. More extensive replacement of entire flat roof

Council advised to get quotes for both options and see the differences in prices. Consensus was to administer limited repair at present.

116/19/02 Christmas Lights update

Pleased to report permissions have now been granted and decorations will be going up in the Parish next week. Council members asked that poppies were ordered well in advance in 2020 as were arrangements for other festivities such as VE day. Clerk confirmed these had already been placed in the budget. CF asked that arrangements for VE day were addressed in the new year as demand was likely to be high. Clerk agreed to make provisional enquiries into pricing and availability for entertainment. It was suggested that the fireworks left from the cancelled event be used at VE day.

116/19/03 Playground repairs

Sovereign, who we have used previously, have advised that to be able to quote for the repairs an Inspector would need to visit the site to attain the correct information so that we can provide the quotation. There is a charge of £149.00, this is deductible on orders over £500.00. Council unanimously declined these terms and advised the clerk to either renegotiate them or find an alternative company to work with.

116/19/04 DPO Update

Have been in contact with Kath Drury who agree this is a grey area hinging on the fact that:

1. ICO do not specify what constitutes large scale use is, whether public area monitoring automatically puts it in that category.
2. To what extent we use the CCTV as a core activity for the centre and its users?

She recommends a call to ICO and then if we do need a DPO she will advise separately on that.

116/19/05 Separate insurance quotes for assets

These have been circulated for your information.

The Glapwell Centre: £1,921.35 including Insurance Premium Tax

Football Changing Rooms: £299.43 including Insurance Premium Tax

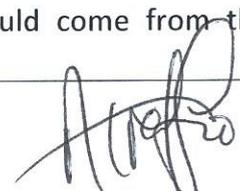
Cricket Pavilion: £479.86 including Insurance Premium Tax

Cricket Scoreboard Building: £48.34 including Insurance Premium Tax

Cricket Garage: £14.66 including Insurance Premium Tax

116/19/06 Bank of Scotland account update

TT – Forms have been filled in as much as they are able to be but they do not state on them if you are a statutory authority. It was agreed to hold over until the next meeting regarding what the Council wanted to do. It was thought desirable to add a second signatory. This could come from the Management Committee.



116/19/07 Outside lighting

Julie has again been unsuccessful in getting the original company to return the quotes. Whilst in the centre Steve Wright suggested we might like to consider solar powered spotlights. He has had these installed at his own properties for some time and thinks they would be suitable for the locations we have identified. He would also be happy to fit them for us. Solar lighting would contribute towards the climate change initiative being driven forward by BDC which we will be addressing as a Council in the new year. Council were unsure as to the suitability of solar lighting. It was agreed to find an alternative electrician to fit LED lights instead.

116/19/08 Letter of thanks Jackie Hole

Would we like one sending now that the resignation has been confirmed? This was unanimously agreed.

116/19/09 Election of new Councillor

TC has identified a possible candidate who may like to be informed of the process of running for Council. TT advised the Clerk to send the vacancy to BDC who will advertise for it. This brings the vacancies to three. If TC's interested party wished to proceed they should be advised to send a short formal letter including a personal statement which can be presented at the next meeting for consideration to be co-opted on. This will be a formal item on the next agenda.

116/19/10 WI complaint

WI have complained about the lights and the tea making facilities. At present they have access to a kettle and two pump dispenser urns that are filled by centre staff for them. They state they were promised a new boiler by Sue earlier this year. Julie was asked to locate the boiler that was purchased which has now been done. It will not be able to be used however until it is PAT tested in January. Clerk will inform the WI of the actions taken.

117/19 Finance report

117/19/01 Income and expenditure for October

Circulated with agenda. Council asked to note the increase in takings from the FG and MUGA although most of this was attributable to the MUGA.

117/19/02 Update on paid and outstanding accounts

CWFC have still failed to pay the outstanding invoice from October despite repeated requests to do so. RFO reported that they are hard to communicate with and not forthcoming regarding financial matters. CF reported that MN has said to make sure that you contact him if payments are a problem. RFO confirmed he had taken this course of action only for MN to refer him back to the treasurer.

At this point the MOP sitting in declared a connection to MN. It was decided that it was appropriate to allow him to stay for this discussion but that he would be asked to step out when the lease was discussed later in the meeting.

The manner of invoicing in arrears was discussed and the RFO explained that this was done to prevent the mistakes in invoicing occurring as had done in the past. Clerk expressed concern that it was hard to verify what use the ground had had. It was suggested that the Clerk could monitor fixtures from online lists. Clerk explained that this was time consuming and not practical.

117/19/03 Payments for November



Date	Details			TOTAL	NET	VAT
03.11.19	E-on	FG Gas	105	£7.38	£7.03	£0.35
07.11.19	E-on	FG PAYG meter	106	£50.00	£47.62	£2.38
07.11.19	BT	Moblie	107	£9.60	£8.00	£1.60
07.11.19	S Wright	MUGA maint	108	£300.00	£300.00	£0.00
07.11.19	Plantscape Ltd	Lighting column test	109	£384.00	£320.00	£64.00
10.11.19	BDC	Comm Action Net	110	£320.50	£320.50	£0.00
13.11.19	Analan Supp	Cleaning Material	111	£126.79	£105.66	£21.13
14.11.19	Staff	Salaries November	112	£3,013.32	£3,013.32	£0.00
14.11.19	HMRC	PAYE November	112	£274.32	£274.32	£0.00
14.11.19	DCC	Pension	112	£260.29	£260.29	£0.00
14.11.19	DWP	Wages Attachment	112	£71.68	£71.68	£0.00
14.11.19	HMRC	VAT to October	DD	£565.69	£565.69	£0.00
14.11.19	Opus	Hall Elect	113	£145.70	£138.76	£6.94
14.11.19	Opus	Hall Gas	114	£233.27	£194.39	£38.88
18.11.19	Water Plus	FG Supply	115	£78.84	£65.70	£13.14
19.11.19	Viking	Stationary	116	£23.11	£19.26	£3.85
19.11.19	BT	Phone	117	£43.94	£36.62	£7.32
20.11.19	PRS	Licence	118	£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	FGPAYG meter	121	£50.00	£47.62	£2.38

RFO Confirmed the poppy wreath invoice had been paid totalling £18.75

117/19/04 Update on budget setting 2020/21

Draft budget figures would be circulated next month. RFO advised that normally DC advise on tax base in December. However due to the election these appeared to be delayed this year (this was confirmed by TC). It was proposed to continue to work on last year's tax base until the most up to date information was received. Two draft budgets were being prepared to reflect the financial picture with and without the lease in place. It was requested that the date of the January Council Meeting be moved forward to 16th January 2020 to allow time for the budget to be discussed and if necessary amended ready for late January submission. This was unanimously agreed.

118/19 The Glapwell Centre

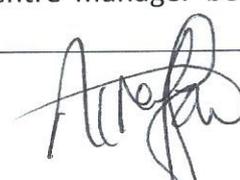
118/19/01 The management Committee next steps – to be held over to the next meeting

118/19/02 REAL Education

A meeting has been organised with REAL for next week. Any Councillor who wishes to attend is welcome. Clerk revealed that we have had to undertake to repair the latest broken glass ourselves after REAL failed to do so after a number of weeks. Councillors were asked to consider what a new agreement with REAL needed to look like to protect the Councils assets.

1. Access to limited areas
2. Secure the doors. Recharge to REAL.
3. Access for the public – doors to remain unlocked
4. All repairs to be done by The Council
5. Bond can we hold a bond.
6. 2 supervisors for 2 kids.
7. Curriculum.
8. Charge for holiday use

Additionally, it was asked that the morning and afternoon inspections by the centre manager be reinstated so that damage can be more easily attributed to REAL.



At this point DC asked that the bins be relocated off the rampway as they posed a fire risk. Various alternative locations were discussed. Clerk was asked to obtain a quote to pave a small area on the other side of the ramp to house the bins.

118/19/03 Meeting Room Security

The meeting room can now be secured with locks in place on both doors.

119/19 Clerks business

119/19/01 Facebook

We now have a Facebook page "Glapwell Parish Council". If any users of social media could like the page and share it as widely as possible in order to start using it for community communication. At present it is reflecting the news items on the website.

119/19/02 MUGA Manager appointment

We have now appointed on a temporary 3-month contract Rebecca Buckley as MUGA grounds person and marketer. Clerk is prioritising a lone worker policy, balancing security of the ground with safety of the staff member. As an interim employee is advised to try to open in the light wherever possible, even if this means the ground is opened before the teams arrive. She is also advised to only lock the main gate if the place is empty when she arrives to lock up and to return in the light to secure the MUGA gate. Clerk has retained opening of the ground on Thursday evenings as, due to commitments, grounds person was worried she may be late if traffic was bad. In return she is taking over all the booking enquiries and management.

119/19/03 Job description reviews

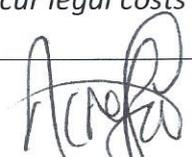
Not yet started this process but hope to prioritise it in the new year

120/19 Football Ground and MUGA

120/19/01 Lease update – MOP stepped out for this discussion

TT and KW met with JB and MN on the 18th of November to discuss the Council's position on the manner in which CWFC had indicated they would like to pursue the lease. The difficulty of using a LTD company to hold the lease was explained to CWFC representatives and it was made clear that the only way to proceed with this arrangement would be to have substantial indemnity insurance or a bond of £4,000 to £5,000 to be paid at the start of the Lease which we will hold as ring fenced monies. CWFC explained their interest in having the CASC and LTD company structure so they could exploit the tax benefits of the CASC including gift aid. GPC explained that the only way a CASC could hold the lease would be for individual members to be liable. CWFC understood the concerns of GPC and would explore indemnity insurance and a bond. GPC would be willing to allow them to build up the bond in staged payments. CWFC explained that they were not currently making progress on their status to hold the lease as they had been granted use of the Proact stadium and this was an opportunity too good to miss for their team.

A discussion followed exploring other permutations that would allow CWFC to hold the lease including forming a charity. It was not understood why they had not taken this option originally. It was also queried as to why they hadn't considered forming a CIO. The possibility of writing a lease that indemnifies the Council from any risk was again discussed as were the difficulties in doing so, including the risks of the lease being terminated early. The risks of the options currently on the table were further discussed and it was agreed that the Council would not progress the lease themselves so as not to incur legal costs



CWFC then outlined their plans for the £20,000 in funding they hoped to access. They were planning to knock out a wall in the changing room in order to turn it into a bar/clubhouse as well as developing areas that would sustain activities similar to that currently provided at the Glapwell Centre. Provision for referees and away teams would be made in portacabins or containers.

It was agreed by the Council that these plans were unacceptable. The Council required the FG building to contain two functional changing rooms. The lease would commence with a functioning FG and would need to be handed back in the same state. It was agreed that alterations had to be submitted to the Council who would need to issue written permission. RFO also questioned if a CASC could run a bar as they are not able to declare a profit.

DC asked if we needed to impose a time limit on the negotiations with CWFC? The longer there is no progress the more potential for ill feeling amongst the Parish to re-emerge. Council members shared their experiences that the ill feeling is still evident through social media channels. It was pointed out that local teams could still access the ground whilst negotiations were ongoing but had chosen not to. Getting the agreement right was essential for a lease agreement with any interested party. It was suggested that we allow the negotiations to continue to the end of the season at which point expressions of interest from other parties could be sought.

MOP was invited to return to the room

120/19/02 MUGA Update

1. Bookings – Bookings are again improving with another team choosing to use us for their Saturday 5 aside matches and in addition have booked ad hoc three evening sessions as a trial with a view to block booking in the new year. Enquiries are also up with two other organisations looking at our availability. To this end I am starting to get concerned about the capacity of the grounds person on 5 hours to be able to remain flexible to allow access for the ad hoc bookings. I would like to ask if, in the event this becomes a reality, we can issue keys to our long term, users who we know do not require supervision, which was what Phil did last year. This will free up hours without putting additional strain on the budget. Council expressed concern that teams may take advantage of having keys. However, it was decided that for teams that use the MUGA regularly a trial of issuing keys could be made. Clerk to monitor any abuse of the scheme.
2. Ask about the possibility of opening the toilets for MUGA use. There is the ability to open the external toilets without compromising the security of the ground. This would entail the clearing of the rear pathway and installation of a gate. This would make the MUGA more desirable for long length rental such as for tournaments and birthday parties. This was decided to be a good idea although lighting had to be addressed as the switch for the toilets is located inside the building. TT suggested solar lights fitted in one of the toilets and solar strip lighting to light the pathway. Pathway should not need clearing. Clerk to progress.

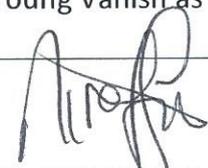
121/19 Planning matters

121/19/01 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. They then confirmed they were changing this to small camper vans and we further countered that this was contrary to the original planning application. We also asked for clarification on what constituted a small camper van. We have yet to receive a response to this.

121/19/02 Use of green space as a driveway

Planning has now taken over the complaint made about use of the green opposite the Young Vanish as a driveway. Notice circulated to Councillors.



122/19 Correspondence

122/19/01 Scope textile bank locations – Council confirmed the presence of a clothes bank in the Parish already

122/19/02 RNIB Stamp collection – Display of posters. It was agreed that posters and/or boxes to be displayed in the centre.

122/19/03 RDPE Growth Programme; Food, business development and tourism – Councillors to review for any opportunities.

123/19 Date of next meeting – Thursday 16th January 2020

A handwritten signature in black ink, appearing to be 'A. W. R.', located in the bottom right corner of the page.