

Parish Clerk & RFO: Dawn Greatorex
The Green
Glapwell
Chesterfield
S44 5 LW
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Web: www.glapwell-pc.gov.uk

Chair: Cllr Craig Lee

Members of Glapwell Parish Council
(See *distribution*)

7/05/2026

Dear Councillor

You are hereby summoned to attend the **Annual Meeting of the Parish Council** to be held on Thursday 14th May 2026 at the **Glapwell Centre, The Green, Glapwell**, commencing at **7.00pm**, for the purpose of considering and resolving the business to be transacted, as set out in the following Agenda.

Yours sincerely,

D Greatorex

Dawn Greatorex
Parish Clerk & RFO

Distribution:

Parish Councillors: Cllr Craig Lee, (Acting Chair), Cllr Mick Cane, Cllr Jason Cooke, Cllr Clive Fleetwood, Cllr David Harvey, Cllr Rachel Hibbert, Cllr Colton Lee, Cllr John Ritchie, Cllr Tony Trafford

District Councillor: Cllr John Ritchie

County Councillor: Cllr David Harvey

Other: Website, Notice boards

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**Annual Meeting of the Parish Council to be held at
Glapwell Centre, The Green, Glapwell
at 7.00 pm on Thursday 14th May 2026**

**Agenda
Non-confidential items**

- 1 To elect a Chair and to receive Declaration of Acceptance of Office**
 - 2 To receive and accept apologies for absence**
 - 3 To elect a vice chair**
 - 4 Variation of order of business**
 - 5 Chair's announcements**
 - 6 Declaration of Members Interests**
- (a) Register of Interests: Councillors are reminded of the need to update their register of interests
- (b) To enable members to declare the existence and nature of any Disclosable **Pecuniary** Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
- (c) To enable members to declare the existence and nature of any **Other** Disclosable Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
- (Councillors who have declared a Disclosable **Pecuniary** Interest, or an **Other** Disclosable Interest, which falls with the terms of paragraph 12(4)(b) of the Code of Conduct and who have not been granted a Dispensation, **must leave the room during the discussion of the relevant item(s)**).
- (d) To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011). Written requests to be with the clerk at least 3 clear days prior to a meeting.

7 Items in Exclusion

To approve the discussion of any items in exclusion of public and press.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - “That in view of the confidential nature of the business about to be transacted, it is resolved to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

8 Public Speaking

- (a) A period of not more than 15 minutes will be made available for members of the public and Members of the Council to comment on any matter (It is suggested representations are limited to a maximum of 3 minutes per person).
- (b) Report from and questions to County Councillor
- (c) Report from and questions to District Councillor
- (d) Report from and questions to PCSO David Hancock.

9 Minutes

- a) To approve the ordinary minutes of the Council Meeting, held on Thursday 9th April 2026.
- b) To approve the extra ordinary minutes of the Council Meeting, held on Monday 27th April 2026.

10 Governance, Meetings and Representation to outside bodies

To review and approve:

- (a) Standing Orders 2026-27
- (b) Financial Regulations 2026-27
- (c) Policy & Procedure Portfolio 2026-27
- (d) Internal Controls 2026/27
- (e) Working Party structure (Glapwell Carnival Working Party); terms of reference, the appointment of Members.
- (f) A calendar of meetings for 2026-27
- (h) Representation to outside bodies for 2026-27

11 Property Review

To review:

- (a) Land, leases, tenancies, and agreements
- (b) Asset Register

12 Financial Review

- (a) Review of bank mandate, and to approve signatories, including electronic banking
- (b) To review and approve on-going arrangements
- (c) To review and approve a list of regular payees

13 Risk Management and Insurance

To review and approve:

- (a) Use of Asset Register as a basis for insurance
- (b) Risk Assessment

14 Attendance, Training and Leave

- (a) To receive a report on members' attendance at Parish Council meetings
- (b) Training – to identify training needs and approve attendance at DALC training courses
- (c) To approve the Clerk's request for annual leave 2026-27

15 Clerk's Report

- (a) To note and approve the Clerk's Report on action taken following the meeting held on Thursday 9th April 2026.
- (b) Project work; to receive reports and approve action taken and next steps.

16 Centre Manager's Report

- (a) To note and approve the Centre Manager's Report action taken following the meeting held on Thursday 9th April 2026.
- (b) Project work; to receive reports and approve action taken and next steps.

17 Correspondence

To note receipt of items for information, including:

- (a) DALC Newsletter
- (b) NALC Newsletter
- (c) Emails from Parishioners
- (d) Any other items

18 Planning

- a) To approve the Parish Council's response, if any, to the following applications:
(None received).
- b) Planning notified outcomes.
Application No: 26/00056/VAR
Officer: Mr. Mitchell Smith
Applicant: Mr. Mike O'Connor
Proposal: Variation of condition 2 of planning permission
25/00407/FUL – amendment to design to provide balcony
Location: 2 Mansfield Road, Glapwell
Granted conditionally – 15 April 2026 – (Delegated)

19 Matters for decision

(a) Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2026

- (a.1) To receive the Internal Auditor's Report
- (a.2) To set the period for the exercise of public rights
- (a.3) To approve the Annual Governance Statement (Section 1)

(a.4) To approve the Annual Accounting Statements (Section 2)

(b) Councillor Vacancy.

To approve the next steps to be taken.

(c) Football ground and MUGA (standing item)

To approve any related matters, including:

- (c.1) H & S and relevant Risk Assessments.
- (c.2) Any matters raised by our Architect, Darren Pollard, re our planning application.
- (c.3) Any matters raised by Joe Dixon of YP Academy.
- (c.4) Any matters raised by Football Foundation appertaining to the Grant Application, including an ACM Report.
- (c.5) Matters relating to the Micro Bar.
- (c.6) Matters relating to the Café Project.
- (c.7) s106 expenditure.
- (c.8) Assessment of Trees.
- (c.9) The purchasing of an additional camera to be installed at Hall Corner to look across to the square/terrace of the Cricket Ground.

(d) Playground facilities on the Green (Standing Item)

(d.1) To discuss and receive updates, and approve any related matters.

(e) To discuss and receive updates on anti-social behaviour in the Village.

(f) To discuss and consider the closure of the footpath at the side of Hall Corner Football Ground.

(g) To discuss and consider the Bookings Policy for the Glapwell Centre and to approve any related matters, including:

(g.1) The Parish Council's stance regarding the acceptance of bookings for teenage and young adult parties.

(h) To consider and approve awarding grants (under s137 of the Local Government Act 1972) to:

- (h.1) Glapwell Community Development Group – sum requested £600.00
- (h.2) Glapwell Centre Guardian's – sum requested £600.00

(i) To discuss the calendar of events and diary events for 2026/27

Name of the event	Date of the event
Glapwell Carnival	Sunday 26 th July 2026
Glapwell Fireworks Display	Saturday 31 st October 2026

20 Finance

- a) To receive the Statement of Accounts
- b) To receive the report on items of income
- c) To receive the schedule of payments
- d) To receive budget monitoring report and to consider risk assessment/insurance implications for items approved this meeting.

21 Date, time, and place of next meeting.

Confidential Items

In view of the confidential nature of the business about to be transacted, it is resolved to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss this item:

22 Staffing Matters

- a) To discuss the Contract of Employment for the Assistant Facilities Manager.