

**Minutes of the Ordinary Council Meeting
held at the Glapwell Centre, The Green, Glapwell
on Thursday 21st November 2024 at 7.00 pm**

Non-confidential items

Councillors present:

Cllr C Fleetwood, Cllr D Harvey, Cllr A Langtry-Palmer, Cllr Colton Lee, Cllr Craig Lee, Cllr J Ritchie, Cllr S Thornton, Cllr T Trafford (Chair) and Cllr H Ward – The attendance register was signed.

Also in attendance:

D Greatorex (Parish Clerk/RFO), J Peters (Glapwell Centre Manager), PCSO David Hancock and one of his colleagues, Two Community Enforcement Rangers from BDC, and Guest Speaker Alisha Hanson (representing Chesterfield FC Community Trust) were in attendance.

85/24 To receive and accept apologies for absence:

Resolved: To accept apologies of absence from Cllr R Hibbert.

86/24 Chairs Announcements:

Cllr Trafford welcomed Cllr Ward and those in Open Forum to the meeting.

87/24 Variation of Order of Business

Resolved: None recommended.

88/24 Declaration of Members Interest

All members (as trustees) declared an interest in the Glapwell Centre Sports Association (GCSA). Cllr C Fleetwood, and Cllr T Trafford also declared an interest in the Glapwell Centre Guardians (GCG). Cllr J Ritchie declared an interest in Glapwell Colliery Cricket Club.

89/24 Items in Exclusion

To determine which items (if any) from the agenda, should be taken with the press and public excluded

Resolved: That no items be taken in exclusion.

90/24 Minutes of the ordinary meeting of the Parish Council held on 17th October 2024

It was proposed by Cllr T Trafford and seconded by Cllr D Harvey, and

Resolved: that the ordinary minutes of the meeting of Glapwell Parish Council, dated the 17th October 2024, be confirmed as a true and accurate record.

91/24 Public Speaking (Opened at 7.15pm)

A period of not more than 15 minutes was made available for members of the public and Members of the Council to comment on any matter.

- (a) Guest speaker, Alisha Hanson, a Youth Link Worker from Chesterfield FC Community Trust advised Members of a project entitled 'Thrive Social Prescribing for Young People', based at Chesterfield Football Club. Alisha advised Members she had recently been allocated as the designated Wellbeing Mentor for the Bolsover District Council Area. Alisha added that she was looking to promote their service across the district, to support young people in need - young people aged 14-18 (19-25 with an additional need) who are experiencing social issues including: isolation, loneliness, low mood, and anxiety, with a view to providing support with an holistic approach. Alisha gave the Clerk some leaflets, which the Clerk said she would display and put up on the website. Agreed, that the Clerk promote the project in the Parish Council's Spring Newsletter. Members thanked Alisha for attending and speaking about the project.
- (b) Open Forum
The Law Enforcement Rangers, from BDC, outlined to Members, the work they were doing in the Community, including enforcing fines, addressing dog fouling and undertaking minor repairs to Council homes. Members thanked the Law Enforcement Rangers for attending.
- (c) Report from and questions to County Councillor J Barron – County Cllr J Barron was not in attendance. No report had been submitted. A question regarding the continuing speeding/traffic problems on the slip road on the A617 was raised by Cllr Fleetwood. Agreed, that the Clerk write to County Cllr James Barron regarding this matter. Cllr Fleetwood also highlighted that there was a pothole outside the Young Vanish – agreed, for the Clerk to report this to DCC Highways.
- (d) Report from and questions to District Councillor J Ritchie.
District Cllr J Ritchie's report had been circulated to Members, prior to the meeting. District Cllr J Ritchie provided a verbal report to support his written report. Members thanked District Cllr Ritchie for his report.
- (e) Report from and questions to PCSO David Hancock
Several issues were discussed including the matter regarding the Old Dairy and HGV's parking on the pavement causing an obstruction. PCSO Hancock advised the Clerk to inform the parishioner, who had raised the matter, that he should ring PCSO Hancock directly, should he witness this happening again. Speeding was discussed, and PCSO assured Members that someone will come back to the Parish Council regarding progressing the Community Speed Watch, and that he and his colleague, will keep chasing up this issue. Agreed, that the Clerk write and ask how far up on the list are the Parish Council. Drop-in sessions with PCSO Hancock, at the Glapwell Centre, were discussed and, it was agreed that the Clerk promote this on the Parish Council's website, combining it as a Coffee Morning. Members thanked PCSO Hancock for his attendance.

(Public speaking closed at 7.45pm).

92/24 Clerk's report

Resolved: To note and approve the Clerk's report, as previously circulated.

93/24 Centre Manager's report

Jodi, the Centre Manager, who was in attendance, outlined several items from her written report, including: A new Art Ventures session for children, that was starting soon. Jodi also advised Members of upcoming events, including a Christmas Market on the 1/12/24; the performance of the Irish Colliery Band on the 15/12/24 from 6pm; and Breakfast with Santa on the 21/12/24. Jodi advised Members that the Centre would be closed from 23/12/24 to 5/1/25.

Cllr Colton Lee advised Members of an event, via The Cultural Corridor, that is to be held at the Glapwell Centre on Sunday 23/2/25 from 10am – 3pm, entitled 'Pause to Remember'. Cllr Colton Lees stated that this would be an opportunity to capture peoples' memories and that a couple from Doe Lee, will be filming the event. **Resolved:** To include this event in the forthcoming newsletter.

Training was discussed and Cllr Craig Lee advised he had done the online PAT testing course. Jodi advised she had recently done an online safeguarding course and that Lorraine and Richard were to do the same.

Resolved: To note and approve the Centre Manager's report, as previously circulated.

94/24 Correspondence

Resolved: to note the following items for information, and for the Chair to liaise with the Clerk regarding the Parish Council's response to item (ii) and, for District Cllr Ritchie to liaise with Street Services at BDC regarding matters relating to the Peace Garden under item (iii):

(i) **EEM User Agreement Framework**, this is a Framework of Suppliers or Contractors that have been procured through a compliant procurement route as defined in the Public Procurement. The new version of the agreement has been duly signed by the Clerk and returned.

(ii) **Willington to Chesterfield Pylon Consultation**, as distributed to Members prior to the meeting.

(iii) **Emails from Parishioners**, as distributed to Members prior to the meeting.

Cllr Ritchie left the meeting at 8.55pm.

Standing Orders were suspended and it was proposed by the Chair, Cllr T Trafford and seconded by the Vice Chair, Cllr Fleetwood and, **Resolved:** that the length of the meeting be extended for another hour. Procedural Standing Orders were duly reinstated.

95/24 Planning

The Clerk advised members that no planning applications had been received.

96/24 Maters for decision

a) Co-option

The Chair, Cllr T Trafford, acknowledged that Glapwell Parish Council was now a full council, and again welcomed newly co-opted Cllr Helen Ward onto the Parish Council.

b) Football Ground and MUGA

(i) Funding opportunities available from the FA Foundation, in order to revamp the Hall Corner changing rooms, were discussed. **Resolved:** For the Clerk to invite Liam Rooney from Derbyshire FA to attend a meeting, in order to discuss funding opportunities.

(ii) The earmarked first stage payment of the S106 money, from the new housing development, now that occupation has taken place, was discussed. It was acknowledged that this money goes to BDC and that Baz had said that some was to be allocated to the Sports Ground. **Resolved:** For the Clerk to pursue this matter.

(iii) Cleanliness of the Changing Room, at Hall Corner was discussed and upon discussion, it was **Resolved:** that following a football game, if it is found that the changing rooms be left in an unacceptable state of cleanliness, then a surcharge of £50.00 be applied to the Football Club responsible, and that Jodi notify users of this decision. That the surcharge be added to the invoices accordingly. That Jodi order some mops buckets and cleaning products for users in order for them to clean the changing rooms after each game. To ask Lorraine and Richard if they would like to do any such cleaning that may be required at Hall Corner. That the ground be checked after each game played, and if it is decided that a cleaner is needed, to take photographs as evidence. **Unan.**

(c) Vehicle Speed Watch

Members acknowledged that this item had already been discussed under Public Participation, min 91/24 (e).

(d) Playground Facilities on the Green

As instructed, the Clerk has enquired of Tarmac LCF if the ex Markam Colliery Site would fit the criteria for match funding. The Clerk has been advised that the ex-Markham

Colliery Site, has a Recycling Plant run by Erin, which is owned by Valencia (formerly Viridor) as a landfill operator. Unfortunately, Valencia (formerly Viridor) opted out of the LCF scheme earlier this year, almost with immediate effect. This has had quite an effect on the availability of LCF in the area.

The Clerk has checked if the Council can apply to the **FCC Communities Fund**, but has not heard back, therefore will report back to Council at our December meeting.

Following discussion it was **Resolved:** That the Clerk write to the developers of the new housing development asking that instead of putting a playground up at the top of the development, to consider instead upgrading the playground on the Village Green.

(e) Safeguarding

As instructed, the Clerk has now acquired a new copy of the Umbrella Service Agreement, which she has signed accordingly and returned to DCC. Once received by DCC and on their system the Parish Council can begin to make requests as to whom they would like DBS checking. DCC have advised however, that as from Monday 2nd December 2024, fees for DBS checks will change.

The new fees will be as follows:

- Update Service – £16 (per year)
- Basic DBS check – £21.50
- Standard DBS check – £21.50
- Enhanced DBS check – £49.50
- Enhanced DBS check with Barred List(s) – £49.50

This will need to be given consideration from a budget monitoring point of view, as the time frame for the £99.00 which the parish council paid earlier this year, for DBS checks, has in effect expired, so the parish council will now need to begin afresh, with paying for new DBS checks.

(f) To consider updating the lettings policy

- i) A discussion was held on whether to increase the lettings rate and it was **Resolved** that Jodi look at lettings rates that are charged at other comparative buildings eg Doe Lee, with a view to bringing these details back to the December meeting.
- ii) A discussion was held on whether local bodies are given a discount and it was **Resolved** that Jodi look at other comparative buildings with a view to ascertaining if they offer discounts to local community bodies.
- iii) A discussion was held on the Parish Council's stance on political parties hiring the venue, and it was **Resolved** that all political parties could hire the facilities at the Glapwell Centre, but that during the hire period, the facilities would not be open to the public.
- iv) A discussion was held on the Parish Council's stance on granting free stalls to local bodies and it was **Resolved:** that if they are a charity then they are exempt from charge.

(g) To receive an update on assisting Glapwell Colliery Cricket Club in acquiring a lease for the cricket ground

The draft lease had now been received from Banner Jones Solicitors and tabled, by the Clerk, to those Members who had no interests in the Cricket Club. Upon discussion it was **Resolved:** That Under 1. Definitions and Interpretation, clause 1.5 "Permitted Use" the words "**cricket club**" be deleted and replaced with "**Amateur and Community Sports**" and regarding clause 3.10 "Permitted Use" that it be noted that this refers to "**Amateur and Community Sports**". Regarding clause 5.1 "Forfeiture" that the following be included ***Ceasing to be a CASC, *Or any other significant change of status, *any professional usage** and, ***unauthorised subletting**. Upon further discussion it was **Resolved:** to set the rent at £250.00 per year.

(h) To receive an update on the emergency grant offer from ECB (England Cricket Board) in order to erect a fence on the boundary edge of the cricket pitch, to retain the ball on that side

Upon discussion it was **Resolved:** to defer this item to the December meeting.

(i) To consider renewing our energy prices, as recommended by Every Aspect Utilities, our UK Business Consultants for Electricity and Gas

The Clerk advised Members that the electric was in a fixed term agreement which ended December 2025, therefore, did not need consideration at this time.

Resolved: To enter a 3 year fixed term gas agreement with British Gas, from January 2025, as per below:

Supplier:	BRITISH GAS LITE	3 Year
EAC	Standing Charge (p/day)	38.69
57,344	Unit Rate (p/kwh)	6.79
	Est. Annual Cost	4034.88

Total Contract Cost

3	£
Year	12,104.63

J) To discuss Local Authority Lottery

Resolved: To defer this item until the December Parish Council meeting.

k) To discuss Christmas arrangements

Resolved: The Clerk liaise with Mr Cook and Members after the meeting regarding the date the Christmas to go up. Price £1,060.00 + VAT. For procurement reference, Cllr Colton Lees obtained a quote for a 25-30' Christmas tree, delivered but not erected, (and not dressed with lights etc), from Billingley Christmas Tree Farm, for £750 + vat.

97/24 Finance

a) Statement of Account

As of 21st November 2024, The Glapwell Centre Guardians bank balance stood at £21,182.85 and, The Glapwell Sports Association bank balance stood at £16,437.81 respectively.

As of the 21st November 2024, the balance for the Parish Council **Current account** stood at £5,863.72

As of the 21st November 2024, the balance of the Parish Council **Instant Access account** stood at £86,160.79

As at the 21st November the combined accounts of the Parish Council stood at £92,024.51 respectively.

(£223.80 VAT reclaim was received on the 13/11/24 from HMRC).

b) Approval of payments

Members received the list of payments (which were authorized by two of our three delegated signatories), in advance of the Council Meeting, via our online banking. Two cheques forming part of this list of payments, were signed by Cllr Trafford, the Chair and Cllr Fleetwood, the Vice Chair.

Resolved: That payment of the undermentioned accounts, from the 18/10/24 to 21/11/24, for the sum of £15,142.59 be approved:

Payments 18/10/24 -21/11/24

Date	Details			TOTAL	NET	VAT	
						£ -	
23.10.24	Hollinshead Fire	Remedial works	89	£ 330.00	£ 275.00	£ 55.00	
23.10.24	ASL	Cleaning supplies	90	£ 85.06	£ 70.88	£ 14.18	
23.10.24	PPL/PRS	Licence 24/25	91	£ 282.53	£ 235.44	£ 47.09	
23.10.24	BDC	Licence 24/25	92	£ 180.00	£ 180.00	£ -	
23.10.24	J Peters	PAYG phone	93	£ 18.45	£ 18.45	£ -	
23.10.24	J Peters	Key cutting	94	£ 9.00	£ 9.00	£ -	
23.10.24	J Marriott	Payroll Oct	95	£ 34.00	£ 34.00	£ -	
31.10.24	Staff Sals	Oct	96	£ 4,161.10	£ 4,161.10	£ -	
31.10.24	HMRC	Paye Oct	96	£ 1,159.28	£ 1,159.28	£ -	Presented 18/11/24

31.10.24	Nest	Staff Pension	96	£ 87.25	£ 87.25	£ -	Presented 6/11/24
11.10.24	Water Plus	FG Water	97	£ 25.31	£ 21.09	£ 4.22	
31.10.24	Unity Trust	Service Charge	DD	£ 10.80	£ 10.80	£ -	
01.10.24	N Wingfield RBL	1 x wreath	98	£ 22.00	£ 22.00	£ -	Not presented CN300073
29.10.24	British Gas	Centre Electric	99	£ 183.91	£ 175.15	£ 8.76	Presented 12/11/24
28.10.24	Shelter Maint	Cleaning x 2 bus stops	100	£18.10	£ 15.08	£ 3.02	Presented 6/11/24
27.10.24	XLN/Daisy	Phone/BB	101	£ 66.29	£ 55.24	£ 11.05	Presented 11/11/24
01.11.24	Easy Web	Hosting	DD	£ 60.72	£ 50.60	£ 10.12	
01.11.24	J Butler	Plumbing repairs VH	102	£ 145.00	£ 145.00	£ -	
05.11.24	N Wingfield RBL	3 x wreathes	103	£ 66.00	£ 66.00	£ -	Not presented CN300074
05.11.24	ASL	Cleaning supplies	104	£ 2.84	£ 2.37	£ 0.47	
06.11.24	E-On	FG Gas	105	£ 18.23	£ 17.36	£ 0.87	
06.11.24	E-On	FG Electric	106	£ 42.16	£ 40.15	£ 2.01	
04.11.24	EDF Energy	Centre Gas	107	£ 359.05	£ 341.95	£ 17.10	
07.11.24	Waste Man	Centre Waste	DD	£ 87.60	£ 73.00	£ 14.60	
12.11.24	Water Plus	FG Water	108	£ 25.61	£ 21.34	£ 4.27	
12.11.24	Water Plus	Centre Water	109	£ 96.17	£ 96.17	£ -	
18.11.24	Replay Maint	MUGA Maint	110	£ 399.00	£ 332.50	£ 66.50	
07.11.24	D Greatorex	Cyan cartidge (Centre)	111	£ 79.63	£ 66.36	£ 13.27	
Additional							
21.11.24	BDC	Loan repayment	DD	£ 7,087.50	£ 7,087.50	£ -	

c) Risk assessment / budget monitoring to 31.10.24

Resolved: To approve the budget monitoring report. No additional risk assessment or insurance items received.

	Budget 2024/25	Received 01.04.24 to 30.06.24	Received to 01.07.24 to 30.09.24	TOTAL
INCOME				
1. PARISH COUNCIL Precept	£130,000	£65,000	£65,000	£130,000
2. GLAPWELL CENTRE Lettings & Other receipts	£5,000	£2,415	£2,290	£ 4,705
Vat refunded		£7,942	£847	£ 8,789
Interest		£302	£319	£ 621
Donations		£0	£600	£ 600
Project funding			£2,778	£ 2,778
TOTAL	£135,000	£75,659	£71,834	£147,493

Code	BUDGET HEADING	Budget 2024/25	Reserves as at 01.04.24	Expended 01.04.24 to 30.06.24	Expended to 01.07.24 to 30.09.24	Expended 30.09.24 to 31.10.24	Est Budget Remaining
	Expenditure						
	1. PARISH COUNCIL						
A	Section A: Reserves						
A1	Contingency reserves		£10,000	£0	£0	£0	£10,000
A2	Election reserves		£4,000	£0	£0	£0	£4,000
	Total		£14,000	£0	£0	£0	£14,000
B	Section B: Gen Admin (Inc Insurance)	£9,000	£0	£479	£6,466	£842	£1,213
	Total	£9,000	£0	£479	£6,466	£842	£1,213
C	Section C: Staffing (Inc HMRC & Pension)	£28,900	£2,000	£5,518	£10,518	£2,741	£12,123
	Total	£28,900	£2,000	£5,518	£10,518	£2,741	£12,123
D	Section D: Projects						
	F/beds; F/works, Xmas tree +F/path Maint	£8,000	£1,000	£0	£5,381	£-400	£4,019
	S137	£0	£1,000	£500	£25	£0	£475
	Total	£8,000	£2,000	£500	£5,406	£-400	£4,494
E	Section E: BDC Loan	£28,350	£0	£7,087	£7,087	£0	£14,176
	Total	£28,350	£0	£7,087	£7,087	£0	£14,176
	Glapwell Centre						
F	Section F: Staffing (Inc HMRC & Pension)	£36,200	£2,000	£9,438	£8,660	£2,667	£17,435
	Total	£36,200	£2,000	£9,438	£8,660	£2,667	£17,435
G	Section G: Exps - cleaning etc	£2,000	£500	£604	£203	£510	£1,183
	Total	£2,000	£500	£604	£203	£510	£1,183
H	Section H: Utilities	£8,500	£0	£1,476	£1,846	£389	£4,789
	Total	£8,500	£0	£1,476	£1,846	£389	£4,789
	Section I: Maintenance	£8,000	£0	£336	£480	£275	£6,909

	Total	£8,000	£0	£336	£480	£275	£6,909
J	Section J: Glapwell Centre Project	£25,500	£5,000	£0	£0	£0	£30,500
	Total	£25,500	£5,000	£0	£0	£0	£30,500
	Football Ground						
K	Section K: Utilities & Maint	£3,000	£707	£816	£820	£69	£2,002
Total		£157,450	£26,207	£26,254	£41,486	£7,093	£108,824

d) Income and expenditure, bank reconciliation

Resolved: To note and approve the income and expenditure and bank reconciliation.
(As per the page 11).

SUMMARY OF INCOME & EXPENDITURE A/C 31/10/24

	INCOME	EXPENDITURE
	£	£
GROSS INCOME		
Precept		
Donations	£400.00	
Other Receipts		
VAT Output tax	£224.72	
VAT Refund		
	£624.72	
GLAPWELL CENTRE INCOME		
Centre Lettings	£1,123.53	
	£1,748.25	
GROSS EXPENDITURE		
Admin		£841.89
Staffing Costs Parish		£2,740.88
Section 137 Donations		£0.00
Projects		£0.00
Loan Repayment		£0.00
VAT Input Tax		£197.02
		£3,779.79
GLAPWELL CENTRE EXPENDITURE		
Centre Expenses		£510.40
Staffing Costs		£2,666.75
Utilities		£389.24
Maintenance		£275.00
		£3,841.39
FOOTBALL GROUND & MUGA		
Running Expenses		£68.91
		£68.91
	£1,748.25	£7,690.09
SUMMARY	£	£
Bank Current Account Balance as at 31/10/2024	£4,629.78	
Reserve Account Balance as at 31/10/2024	£96,160.79	
	£100,790.57	
Less unrepresented items	£1,542.35	£99,248.22
Cash Book Reconciled Balance as at 31/10/2024		
Cash Book Balance brought forward	£105,190.06	
Add Income	£1,748.25	
Less Expenditure	£7,690.09	
Cash Book Balance carried forward		£99,248.22

Approved at the Council Meeting held on Thursday 19th December 2024
 Initials/Signature of Cllr C Fleetwood, Vice Chair of the Council:

98/24 Date of next meeting.

Agreed, that the date of the next meeting be held on the 19th December 2024 at 7.00 pm.

The meeting closed at 9.55pm