

WHITWELL PARISH COUNCIL
Minutes of a Meeting of the Council
Held at 19:00 on Wednesday 9 March 2022

Present:

Councillor T Munro (Chair)	Councillor K Austin	Councillor D Ellis
Councillor S Maiden	Councillor F Raspin	Councillor J Raspin
Councillor L Roberts	9 Members of Public	PC C Sinfield

1. **To receive and Accept Apologies for Absence** – Apologies were accepted from Cllr H Green.
2. **To record declarations of personal and disclosable pecuniary interests from members on any items to be discussed** – None.
3. **To receive and approve requests for dispensations from members on matters in which they have a disclosable pecuniary interest (forms to be completed before the meeting)** – None.

4. **Public Participation Session** - to allow members of the public to speak to the meeting (no decisions can be made on any items raised in this session).

4.1. Members of the Parish Council and public to raise matters of importance with the police

Cllr T Munro informed the meeting of correspondence received from a resident regarding a recent spate of anti-social behaviour and damage to cars and property last night. The crimes had been reported and the respondent had received a crime number. Other residents have now received crime numbers. There was an incident happening at the time of the meeting which PC Sinfield was attending to. Two CAN Rangers present advised that targeted patrols will take place after further reported incidents of anti-social behaviour to try to identify the culprits. Members of public present also reported on an incident last Sunday when a window to a property on Hillside was smashed and a further incident at 5.30 pm this afternoon on Hillside by accessing a garden from the Plantation, and provision of a boundary fence was raised. One councillor had also reported an incident at their property on Hillside. A MOP reported that windows are currently being smashed on Station Road and the CAN Rangers went to investigate. Provision of CCTV was raised and Cllr T Munro informed of a current BDC survey of CCTV provision in the district, however, an informal survey of businesses could be carried out and investigations into the possibility of CCTV on the parish store and enquiries as to whether the Co-op have considered external CCTV coverage. PC Sinfield joined the meeting at 19:20 after being called to an incident near the chip shop at the beginning of the meeting and has taken names, with some being from outside the area. A car has been hit but she is not aware of any damage this evening. She has also been dealing with two incidents of setting fires. There have recently been incidents of anti-social behaviour at the Train Station. She informed that officers were dealing with last night's incidents and is not yet aware of any CCTV evidence or names. She was on late shifts Saturday, Sunday and Monday and didn't see any youth gatherings, but there had been some previous gatherings on Welbeck Street recreation ground resulting in smashed bottles. Cllr T Munro said improvements to lighting and consideration of CCTV provision was required at Welbeck Street recreation ground now that funding has been secured for refurbishment.

Two CAN Rangers present and 1 MOP left the meeting at 19:09

1 MOP left the meeting at 19:27

Crime figures over the last month totalled 34 – 11 domestic, 6 criminal damage, 10 thefts, 2 assaults, 2 public order, 2 shop thefts, 1 other theft. There has been an increase in thefts from motor vehicles and some shed thefts, so the police are looking for extra patrols. Cllr T Munro enquired as to whether there was any funding available for provision of CCTV and PC Sinfield would investigate this.

The CAN Rangers re-joined later in the meeting to report on tonight's incidents and informed that they will visit Whitwell again tomorrow evening with more staff.

4.2. Members of the Parish Council and the public to raise matters of importance with the **County Councillor** - Cllr M Yates was not present.

The following issues were raised: -

- 4.2.1. Speeding. Cllr T Munro informed that the parish council has made several unsuccessful attempts to be included in Speedwatch and this will be pursued. It was noted that speed checks have recently been carried out by the Police over the last week.
- 4.2.2. Missing Fox Road street sign from the righthand side near the junction to Welbeck Street.

2 MOP left at 19:39

4.3. Members of the public to raise matters of importance with the Councillors present
District Council

- 4.3.1. No matters raised

Parish Council

- 4.3.2. A MOP enquired about the parish council's intentions regarding a request to install security fencing along the boundary at the Plantation and tree works. Clerk informed that trees had been inspected and was awaiting a quote and other quotes would also be obtained so the council can appoint a contractor to carry out the works to trim overhanging branches. The boundary fencing is an agenda item for the parish council to consider a way forward.
- 4.3.3. A MOP reported an overgrown unofficial path on Jubilee Crescent. Cllr T Munro informed that it is privately owned but would investigate at BDC whose responsibility it is.

2 MOP's left at 19:43

5. **To consider for approval the Minutes of the Meeting of the Parish Council held on 9 February 2022**

Item 12 the Chairman was present at the site meeting with the Tarmac rep., not Cllr F Raspin. Item 17.1 date should read 24 February. It was then **resolved** that the minutes of the meeting held on 9 February 2022 be approved and duly signed by the Chairman.

6. **To consider any matters arising (for information only) from the Minutes of the Meeting of the Parish Council held on 9 February 2022**

Item 4 – Essential tree works in the Rookery – awaiting report from DCC's tree surveyor.

Item 6 – DCC will be visiting WCC site to check through the dilapidation schedule.

Item 11 – Newsletter article on Covid-19 grants – a suggested maximum amount of £5,000 per item to benefit the whole community, giving a ballpark total figure.

7. **Accounts for Approval and Payment** – It was **resolved** to approve the following accounts for payment: -

Direct Bank Payments to be Authorised			
Payee	Goods/Services	Amount	Budget
M & R Lawnmower Services	Machine Servicing	475.23	5J
Thorpes Building Supplies	Repairs	24.40	5J
Turner Hire & Sales	PPE	112.25	5E
Veolia Environmental Trust	CTP Funding Payment	7,500.00	Reserve
Thorpes Building Supplies	Repairs	29.47	5J
	TOTAL	8141.35	
Credit Card Payments			
Briants of Risborough	Long reach saw	122.86	5J
Microsoft	Microsoft (Office 365) x 2	22.56	2Y

Co-operative Bank	Card Fee	2.00	2C
	TOTAL	147.42	

8. Financial Reports and Bank Reconciliation

It was **resolved** to accept the Financial Report. Cllr D Ellis signed the February bank reconciliation.

9. Review of Standing Orders and Financial Regulations

The Standing Orders and Financial Regulations were reviewed. It was **resolved** that reference to Coronavirus legislation be removed and procurement levels are increased to comply with the Public Contracts Regulations 2015. Both documents to take account that for contracts below those thresholds if inviting specific firms and not opening up contracts to wider competition, it is not necessary to advertise the opportunity on Contracts Finder (Public Contracts Regulations 2015, Reg. 110(5)(b)).

10. Welbeck Street Recreation Ground Funding

Following successful bids to Veolia with a grant awarded of £75,000 and Viridor with a grant awarded of £80,852. The Clerk reported on a third successful bid to the Tarmac LCF with a grant awarded of £94,341. This brings the total fund to £250,193 which covers the total refurbishment costs of the Welbeck Street Recreation Ground. Sutcliffe have a lead time of 10 weeks so a potential start date in June could be possible. The Clerk was thanked for her perseverance with fundraising for this project. Advice would be sought from CCTV companies, BDC's Community Safety Team and Play Provider regarding the possibility of CCTV installation. Involving the Scout group would also be investigated.

11. To Consider Participating in the Queen's Platinum Jubilee Celebrations (Cllr T Munro)

Cllr T Munro reported on a positive response from H&BPC and Tarmac regarding installing a beacon on the Quarry top. Himself and Cllr F Raspin will arrange to meet the Quarry Manager to discuss. He has also had a response from the BDC Sports Development Officer who has identified two walks for the heritage trail. He will report on the above in the Newsletter. St Lawrence Church to be contacted regarding planting of a tree.

12. Whitwell Community Centre Lease

It was **resolved** that councillors would attend a Working Group meeting, to be arranged via email.

13. To consider advice received regarding the Plantation boundary and tree works

It was **resolved** to investigate the number of residents affected by anti-social behaviour in the Plantation and to investigate the cost of security fence installation and CCTV provision at the Friendship Hall, so that the council can make an informed decision. The trees are the parish council's responsibility and works are being investigated.

14. To consider the appointment of a Councillor to represent WPC at Community Rail Partnership Meetings

It was **resolved** to appoint Cllr T Munro as representative to attend the first meeting at 10.00 am on 11 April.

15. To consider a draft Allotments Policy (Cllr H Green)

It was **resolved** to thank Cllr H Green for preparing the draft policy. The Clerk to include a definition of non-cultivation (with size of chicken coops being dependent on the definition) and circulate to councillors.

16. To consider participating in BDC's quarterly 'freighter days' village refuse collection scheme (Cllr T Munro)

It was **resolved** that Cllr T Munro would investigate this further and report back to the next meeting.

17. **Correspondence** - It was **resolved** to deal with correspondence as follows: -
- 17.1. DALC – Newsletter February(2) 2022 - Noted
 - 17.2. BDC – DCC Grants – to be distributed to community groups
 - 17.3. Cllr P Roberts – Plantation boundary – Cllr Roberts to be thanked for his interest, however, the area concerned is the Plantation at Bakestone Moor, and inform him that the parish council are dealing with the matter appropriately with the relevant law enforcement authorities with an issue which is occurring on a far wider area of the community.

Correspondence not Listed

- 17.4. DALC - Newsletter March 2022 – Clerk informed that the pay award has been settled at 1.75%

18. **Planning Matters** – Cllr T Munro declared an interest in this matter and took no part in decision making. It was **resolved** to deal with planning matters as follows: -

- 18.1. 22/00084/FUL – Ground floor extension to a dwelling, 29 Middlegatefield Drive S80 4NF – no objections.

Planning not listed

- 18.2. 22/00111/FUL – Erection of a container, Castle Hill Farm, Walls Lane, Whitwell Common – no objections subject to this not being creeping development in lieu of building a replacement building.

19. **Progress Reports**

- 19.1. Newsletter items will include DCC's consultation to District Councils on wild flower verges, spending of Covid-19 funds, Queen's Platinum Jubilee and reporting of crimes.
- 19.2. Climate Change Working Group has not yet met but are hoping to put together a draft action plan to bring to the April meeting.
- 19.3. Playscheme recruitment has commenced with a closing date of 25 March 2022.
- 19.4. Village Green – Cllr S Maiden reported on an increase in the number of snowdrops this year due to the grass not being cut until June last year, giving them time to re-generate.
- 19.5. Tree planting – Cllr T Munro reported that the WI may write requesting the parish council to identify somewhere to plant a tree they have been offered for their 75th Anniversary. It was suggested that it could possibly be planted as part of the Welbeck Street recreation ground project.

20. **Date of Next Meeting**

The next meeting will be held on Wednesday 13 April 2022 at 7.00 pm.

21. **Fifteen minute public session for members of the public to comment on items discussed at this meeting (no decisions can be made on any items raised in this session)** – no items raised

1 MOP left the meeting at 21:10

22. **To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the public and press from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

- 22.1. Implementation of job evaluations – to be from the date evaluations were recommended by letter.
- 22.2. To consider the formation of interview panels for recruitment of Part-Time Handyperson and Part-Time Bar Supervisor. Applicants who meet the criteria to be invited to interviews arranged for 23 March commencing at 2.00 pm. Interview panel to be Cllrs T Munro, F Raspin and L Roberts, with the WCC Manager included for the Bar Supervisor interviews and would be consulted regarding interview questions.
- 22.3. Volunteer Worker – agreed to allow a third volunteer for a period of 6-7 weeks on the condition that they are fully supported by a member of the Social Care team.

- 22.4. Cllr J Raspin will arrange a collection for a leaving gift for the Bar Supervisor with presentation to be arranged on bingo night.

There being no further business the Chairman declared the meeting closed at 21:35.

Signed (Chairman)

Date

List of Resolutions

111/2021-22 Item 5 - Item 12 the Chairman was present at the site meeting with the Tarmac rep., not Cllr F Raspin. Item 17.1 date should read 24 February. It was then **resolved** that the minutes of the meeting held on 12 January 2022 be approved and duly signed by the Chairman.

112/2021-22 It was **resolved** to approve the accounts for payment.

113/2021-22 It was **resolved** to accept the Financial Report. Cllr D Ellis signed the February bank reconciliation.

114/2021-22 It was **resolved** that reference to Coronavirus legislation be removed from the Standing Orders and procurement levels are increased in the Financial Regulations to comply with the Public Contracts Regulations 2015. Both documents to take account that for contracts below those thresholds if inviting specific firms and not opening up contracts to wider competition, it is not necessary to advertise the opportunity on Contracts Finder (Public Contracts Regulations 2015, Reg. 110(5)(b)).

115/2021-22 It was **resolved** that advice would be sought from CCTV companies, BDC's Community Safety Team and Play Provider regarding the possibility of CCTV installation on the recreation grounds. Involving the Scout group would also be investigated.

116/2021-22 It was **resolved** that councillors would attend a Working Group meeting to discuss the council's intentions regarding the WCC site, to be arranged via email.

117/2021-22 It was **resolved** to investigate the number of residents affected by anti-social behaviour in the Plantation and to investigate the cost of security fence installation and CCTV provision at the Friendship Hall, so that the council can make an informed decision. The trees are the parish council's responsibility and works are being investigated.

118/2021-22 It was **resolved** to appoint Cllr T Munro as representative to attend the first meeting of the Community Rail Partnership at 10.00 am on 11 April.

119/2021-22 It was **resolved** to thank Cllr H Green for preparing the draft allotment non-cultivation policy. The Clerk to include a definition of non-cultivation (with size of chicken coops being dependent on the definition) and circulate to councillors.

120/2021-22 It was **resolved** that Cllr T Munro would investigate BDC's quarterly freight days further and report back to the next meeting.

121/2021-22 It was **resolved** to deal with correspondence as follows: -

- DALC – Newsletter February(2) 2022 - Noted
- BDC – DCC Grants – to be distributed to community groups
- Cllr P Roberts – Plantation boundary – Cllr Roberts to be thanked for his interest, however, the area concerned is the Plantation at Bakestone Moor, and inform him that the parish council are dealing with the matter appropriately with the relevant law enforcement authorities with an issue which is occurring on a far wider area of the community.

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123/2021-22 It was **resolved** that implementation of job evaluations be from the date evaluations were recommended by letter.

124/2021-22 It was **resolved** that applicants who meet the criteria for Part-Time Handyperson and Part-Time Bar Supervisor be invited to interviews arranged for 23 March commencing at 2.00 pm. Interview panel to be Cllrs T Munro, F Raspin and L Roberts, with the WCC Manager included for the Bar Supervisor interviews and he would be consulted regarding interview questions.

125/2021-22 – It was **resolved** to agree to allow a third volunteer worker for a period of 6-7 weeks on the condition that they are fully supported by a member of the Social Care team.

Abbreviations Used:

AGAR – Annual Governance & Accountability Review
ASB – Anti-social behaviour
DET – Derbyshire Environmental Trust
BDC – Bolsover District Council
BILD – Buildings, Infrastructure, Leisure, Developments
CLLR – Councillor
DALC – Derbyshire Association of Local Councils
DCC – Derbyshire County Council
EMR – East Midlands Railway
FIT – Fields in Trust
SNT – Safer Neighbourhood Team
FP – Footpath
H&BPC – Hodthorpe & Belph Parish Council
LGPS – Local Government Pension Scheme
NAS – National Allotment Society

MMA – Minor Maintenance Allowance
CREST Casualty Reduction Enforcement Support
MOP – Member of Public
PC – Police Constable
PCC – Police & Crime Commissioner
PIMS – Playground Insp. & Maintenance Service
PPE – Personal Protective Equipment
PROW – Public Right of Way
LSW – Louise Smalley Walk
SO – Standing Order
STWA – Severn Trent Water Authority
WCC – Whitwell Community Centre
WPC – Whitwell Parish Council