

**WHITWELL PARISH COUNCIL**  
**Minutes of the Annual Meeting of the Council**  
**Held at 19:00 on Wednesday 8 May 2024**

**Present:**

Councillor T Munro (Chair)  
Councillor J Paget

Councillor K Austin  
Councillor F Raspin

Councillor D Munro  
Councillor J Raspin

**1. Election of Chairman**

One nomination was received and seconded, that of Cllr T Munro. Cllr T Munro was duly elected as Chairman.

**2. To receive and Accept Apologies for Absence** – Apologies were received and accepted from Cllr H Green and Cllr S Maiden.

**3. Election of Vice Chairman**

One nomination was received and seconded, that of Cllr F Raspin, who was duly elected.

**4. Declaration of Councillors' and Chairmans' acceptance of Office and Agreement to Abide by the Code**

The Chairman signed his Declaration of Acceptance of Office before the Proper Officer and agreed to abide by the Code of Conduct.

**5. Election to Other Groups/Bodies**

Footpaths/Hedgerows – All Councillors

Internal Audit Committee – Cllr K Austin, Cllr S Maiden and Cllr T Munro

Playscheme Committee – Cllr H Green, Cllr S Maiden and Cllr J Raspin

Website Monitors /General I.T. Working Group – Cllr K Austin, Cllr S Maiden, Cllr D Munro and Cllr F Raspin

Joint Cemetery Management Committee – Cllr S Maiden, Cllr T Munro, Cllr F Raspin and Cllr J Paget + 2 Cllrs from H&BPC – letter of thanks to be sent to former Cllr Sheila Hardie

Initiatives/Funding Working Group – All Councillors

Allotments Working Group – Cllr H Green, Cllr T Munro, Cllr F Raspin and Cllr J Paget

Climate Action Working Group – All Councillors (at least 3 to be in attendance)

Whitwell Community Centre Management Committee – All Councillors

Whitwell Community Centre Site Advisory Group – All Councillors

Staffing Committee – All Councillors

Whitwell Quarry Liaison Committee - Cllr T Munro (Cllr F Raspin reserve)

Parish Council Liaison Meeting with BDC - Cllr T Munro and Clerk

Community Rail Partnership – Cllr T Munro

**6. To record declarations of personal and disclosable pecuniary interests from members on any items to be discussed** - None.

**7. 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.

**8. 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).

**8.1. Members of the Parish Council and public to raise matters of importance with the Police**

There was no Police present. No issues were raised.

8.2. Members of the Parish Council and the public to raise matters of importance with the **County Councillor**

Cllr M Yates was not in attendance. The following issues were raised: -

8.2.1. Repair works to the B6043 near Whitwell Cemetery are scheduled for 15-16 May 2024.

8.2.2. Pothole repairs do not seem to be being carried out – enquiry to be made to DCC to find out when pot holes on all the roads in Whitwell are going to be carried out.

8.3. Members of the public to raise matters of importance with the **Councillors** present

**District Council** - The following issues were raised: -

4.3.1 There has been a change in housing criteria based solely on need, however, appeals can be lodged with BDC's Housing Officer.

**Parish Council** – No issues were raised.

9. **To consider for approval the Minutes of the Meeting of the Parish Council held on 10 April 2024**

It was **resolved** that the minutes of the meeting held on 10 April 2024 be approved and duly signed by the Chairman.

10. **To consider any matters arising (for information only) from the Minutes of the Meeting of the Parish Council held on 10 April 2024**

Item 4.2.3 – The Government Department Office of the Traffic Commissioner has some jurisdiction over haulage contractors. Cllr J Paget will send website link to Clerk.

Item 4.3.2 – BDC are currently awaiting a final decision as to whether the DLUHC approve of BDC's plans and how to make best use of regeneration funding.

Item 6 – Clerk to chase up a response from DCC regarding installation of a tree carving.

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

<b>Direct Bank Payments to be Authorised</b>			
<b>Payee</b>	<b>Goods/Services</b>	<b>Amount</b>	<b>Budget</b>
Information Commissioner's Office	Renewal of Data Protection Fee	60.00	45
Bolsover District Council	Annual Rent, Whitwell Common	5.00	65
Thorpes Building Supplies	Repairs 39875, 39876, 40043	33.45	63
Mole Country Stores	Repairs	17.95	63
Local Authority Technology CIC	Parish Online (Geosphere) Website	402.00	45
SLCC	Annual Membership Renewal	238.00	30
	<b>TOTAL</b>	<b>756.40</b>	
<b>Credit Card Payments</b>			
Co-operative Bank	Card Fee	2.00	20
Microsoft	Microsoft (Office 365 x 2)	24.72	45
Microsoft	Cllr gov.uk emails x 7	49.56	45
CBA Bullguard (Cleverbridge)	Norton Internet Security	69.99	45
	<b>TOTAL</b>	<b>146.27</b>	

12. **Financial Report and Bank Reconciliation**

It was **resolved** that the Clerk circulates the financial report when completed.

13. **To pass a resolution to reaffirm the council's eligibility to use the General Power of Competence**

It was **resolved** to re-affirm the Council's eligibility to use the General Power of Competence.

14. **To review the Council's Financial Risk Assessment**

It was **resolved** to accept the Financial Risk Assessment

**15. To review the Council's Fixed Asset Register**

It was **resolved** to accept the council's Fixed Asset Register

**16. To Approve the Schedule of Regular Direct Payments for 2024/25**

It was **resolved** to accept the Schedule of Regular Direct Payments for 2024/25 which was signed by two Councillors.

**17. To consider Terms of Reference for Working Groups and Committees**

It was **resolved** to adopt the following Terms of Reference: -

Working Groups - agreed subject to the quorum being 3 members including at least 1 elected member of the Council.

Whitwell Joint Cemetery Committee – agreed subject to addition of members.

Whitwell Parish Playscheme & Afterschool Club Committee – agreed.

Allotment Working Group (specific) – agreed.

**18. To consider a proposal from the Climate Change Working Group for biodiversity improvements to the Village Green (Cllr J Raspin).**

It was **resolved** to take the project forward with future agreement by the Parish Council on planning/ implementation at the June meeting.

**19. Correspondence**

It was **resolved** to deal with correspondence as follows: -

19.1. DALC May Newsletter – Noted.

19.2. BDC/PC's 50<sup>th</sup> Celebration Year – To be advertised in the newsletter and suggestions requested.

19.3. BDC Active Communities – To be advertised in the newsletter for groups to apply.

19.4. BDC – DCC recruitment of Voluntary Flood Wardens – To be advertised in the newsletter.

19.5. McHenry's – Hanging Basket Storage – Invoice not authorised.

**Correspondence not Listed: -**

19.6. Genius tuition – Holiday & Food Scheme Activities Hall Hire – No objection subject to not clashing with current provision.

**20. Planning Matters: –**

Cllr T Munro declared an interest and took no part in planning matters.

It was **resolved** to deal with planning matters as follows: -

20.1. 17/00640/OUT – Outline Planning Permission, land north of Clowne including section of Town Centre, Hickinwood Lane, Clowne – No comments.

20.2. 24/00140/TCON – To fell Silver Birch Tree, 20 Hangar Hill S80 4TB – No comments.

20.3. 24/00141/RELDEM – Remove section of wall, 20 Hangar Hill S80 4TB – No comments.

20.4. 24/00158/VAR – Variation of condition 2 (to include single garage and increase storeroom) of planning permission 21/00379/FUL, Green Bank, Station Road, Whitwell – No objections.

**Planning not listed: -**

20.5. 24/00154/FUL – Proposed WC and porch extension to front, 21 Doles Lane, Whitwell S80 4SN – No objections.

20.6. 24/00203/FUL – Retrospective application for 2 no. temporary caravans, Bondhay Golf & Country Club, Bondhay Lane, Whitwell Common – No objections.

**21. Progress Reports**

Parish Council Website

The new website is now active and is work in progress. New Councillor photos are required.

Playscheme

Application for possible funding is in progress. Registration forms are now ready.

Allotments

Some plots have been given up at Bakestone Moor and Handymen to tidy one plot. Removal of pallets is required on another plot. It was raised that some plots on Mill Lane were being used solely for hens/ducks.

Possible Relocation of Pit Wheel

Site meeting with DCC to be arranged.

**22. Date of Next Meeting**

The next meeting will be held on Wednesday 12 June 2024 at 7.00 pm.

The Annual Parish Meeting will be held on Wednesday 22 May 2024 at 7.00 pm.

**23. 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) - None.**

**24. 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. None.**

There being no further business the Chairman declared the meeting closed at 20:39

Signed ..... (Chairman)

Date .....

### **Abbreviations Used:**

BDC – Bolsover District Council

CLLR – Councillor

DALC – Derbyshire Assoc. of Local Councils

DCC – Derbyshire County Council

DLUHC – Dept of Housing & Levelling-up

FP – Footpath

H&BPC – Hodthorpe & Belph Parish Council

MOP – Member of Public

PC – Police Constable

SLCC – Society of Local Council Clerks

WCC – Whitwell Community Centre

WPC – Whitwell Parish Council

WS Rec. – Welbeck Street Recreation Ground

### **List of Resolutions**

**10/2024-25** It was **resolved** to elect Cllr T Munro as Chairman

**11/2024-25** It was **resolved** to elect Cllr F Raspin as Vice Chair

**12/2024-25** It was **resolved** to elect Councillors to other groups/bodies

**13/2024-25** it was **resolved** that the minutes of the meeting held on 10 April 2024 be approved and duly signed by the Chairman.

**14/2024-25** It was **resolved** to approve the accounts for payment.

**15/2024-25** It was **resolved** that the Clerk circulates the financial report when completed.

**16/2024-25** It was **resolved** to re-affirm the Council's eligibility to use the General Power of Competence.

**17/2024-25** It was **resolved** to accept the Financial Risk Assessment

**18/2024-25** It was **resolved** to accept the council's Fixed Asset Register

**19/2024-25** It was **resolved** to accept the Schedule of Regular Direct Payments for 2024/25 which was signed by two Councillors.

**20/2024-25** It was **resolved** to adopt the following Terms of Reference: -

Working Groups - agreed subject to the quorum being 3 members including at least 1 elected member of the Council.

Whitwell Joint Cemetery Committee – agreed subject to addition of members.

Whitwell Parish Playscheme & Afterschool Club Committee – agreed.

Allotment Working Group (specific) – agreed.

**21/2024-25** It was **resolved** to take the Village Green project forward with future agreement by the Parish Council on planning/ implementation at the June meeting.

**22/2024-25** It was **resolved** to deal with **correspondence** as follows: -

- DALC May Newsletter – Noted.
- BDC/PC's 50<sup>th</sup> Celebration Year – To be advertised in the newsletter and suggestions requested.
- BDC Active Communities – To be advertised in the newsletter for groups to apply.
- BDC – DCC recruitment of Voluntary Flood Wardens – To be advertised in the newsletter.
- McHenry's – Hanging Basket Storage – Invoice not authorised.

**Correspondence not Listed:** -

- Genius tuition – Holiday & Food Scheme Activities Hall Hire – No objection subject to not clashing with current provision.

**23/2024-25** It was **resolved** to deal with **planning** matters as follows: -

- 17/00640/OUT – Outline Planning Permission, land north of Clowne including section of Town Centre, Hickinwood Lane, Clowne – No comments.
- 24/00140/TCON – To fell Silver Birch Tree, 20 Hangar Hill S80 4TB – No comments.
- 24/00141/RELDEM – Remove section of wall, 20 Hangar Hill S80 4TB – No comments.
- 24/00158/VAR – Variation of condition 2 (to include single garage and increase storeroom) of planning permission 21/00379/FUL, Green Bank, Station Road, Whitwell – No objections.

**Planning not listed:** -

- 24/00154/FUL – Proposed WC and porch extension to front, 21 Doles Lane, Whitwell S80 4SN – No objections.
- 24/00203/FUL – Retrospective application for 2 no. temporary caravans, Bondhay Golf & Country Club, Bondhay Lane, Whitwell Common – No objections.