

**Glapwell Parish Council**  
**Zoom Council Meeting**  
**September 24<sup>th</sup> 2020**

**Present:** Tony Trafford (Chair), Clive Fleetwood, Tricia Clough, Chris Mellard-Sibley, Rachel Hibbert, Nicki Senior (Clerk). John Marriott (RFO)  
Cllr. Clive Moesby  
Cllr. Tom Kirkham (supporting Cllr. Clough)  
Members of the Public (MOP) x2 (names on file)

<b>Agenda Item</b>
<b>53/20 Apologies for absence</b> John Jepson; David Clough
<b>54/20 Declarations of interest</b> None
<b>55/20 Public Forum</b> <p>MOP: The council are no doubt aware of the public notice in the Derbyshire Times about BDC's intention to sell The Ransom Strip. Although there's been lots of questions asked, we, the residents have received few satisfactory answers which is very annoying. I wondered what the parishes opinion is of the notice in the DT?</p> <p>Cllr. Trafford: Unfortunately, it was to be expected. The only success we have is that we registered it as an Asset of Community Value which gives the community a chance to bid for the land and would hold up the sale for 6 months whilst the community tries to raise money. I think it's on sale for 250k.</p> <p>MOP: That was the valuation done earlier in the year how it was based on what it was being used for, but the valuer would accept 15% variance so we may be able to get a discount.</p> <p>Cllr Kirkham – If you are bidding on an asset of community value you may get some big discounts to enable you to acquire it. I would like to think BDC wouldn't put a burden of debt on the parish council. I have to stress it is important residents write and let BDC know what the importance of the land is to them.</p> <p>MOP: We've put in 300 leaflets to those that signed the village green petition. More than 300 signed but that's only 300 properties and we've seen a response from this but are the PC pursuing finding out about expressing the interest?</p> <p>Cllr. Trafford – that will be for members to decide but we should pursue it even if we don't know where money is coming from as it gives us breathing space. We can express an interest and state that we want to raise the money and we must have the 6 months breathing space. But that will be for members to decide.</p> <p>MOP: When do you have to express the interest?</p> <p>Cllr. Clough- 16th October but will double check.</p> <p>Cllr. Trafford - So, what we should do is check the date and we will discuss amongst ourselves if GPC should pursue that to give us some breathing space.</p> <p>MOP: Last month Karen from The Pinfold written to DCC including a petition regarding the traffic on Back Lane. There is yet no further movement. They had note back from the director of legal and democratic services.</p> <p>Cllr. Moesby – I've received the petition as County Councillor but basically this is to do with highways. So, I passed this on to the highways officer at county and they are looking into it. I have had acknowledgment that highways are now looking at the points raised and its not been put to one side and they have acted on it.</p> <p>MOP: Any more ideas to get the Ransom Strip sorted?</p> <p>Cllr. Trafford – Not at the moment the best bet is to register an interest and give us time to organise a response.</p>

**56/20 Minutes of previous meeting July 23<sup>rd</sup> 2020** – Minutes were accepted as a true and accurate record. Cllr. Clough Proposed and Cllr. Fleetwood seconded

**57/20 Reports:**

**57/20/01 Police report**

Reports of crime have dropped June 2020 to July 2020 down by 66%. \*

Reports of crime for July 2020 are up 33% on the previous year but down 20% on 2018.

\*NB Caution should be used in comparing crime rates that have occurred during lockdown and the immediate aftermath as the circumstances are very specific and the effects of the pandemic on behaviour is not yet known.

Cllr. Clough – I have contacted the local PCSO and reminded them of the meeting and invited them giving them Nicki's email, but they have not joined us

Cllr. Moesby – As a representative of DCC I am happy to raise the issue of non-attendance and non-feeding through of reports as it is important we have a response to community duties.

Cllr. Trafford – We find out what affects us from the Police social media sites so if you could raise that for us we would be grateful.

Cllr. Moesby – I will bring it up in various arenas asking you to be kept informed and to disseminate information. I have some e-mails how to contact the police and will Forward to Nicki to distribute to PC.

**57/20/02 County Councillor**

Not a massive amount at DCC, everything is virtual and it can be difficult to get involved. This is the picture in Derbyshire as a whole.

I would like to bring to your attention the issue of local government reorganisation. A White paper is being published; it has been delayed so not sure of timescales but for a few months I anticipate. DCC progressing Vision Derbyshire. The initial letter to Secretary of State gave the impression that districts had been consulted and were in agreement but that was not a factual report, one or two areas that were in favour, mainly as it benefits for their areas. So the letter was amended. You could end up with a combined authority, no upper or lower tier or could end up with unitary organisation that delivers all services in an area. If nothing covid has thrown up that local direction is the best as needs differ in each area. And local knowledge means you can get the best fit for the constituent. There is, therefore, a move to stop it. It's on the back burner and it will come back so you need to keep an eye on it. I will feed information to Clerk. I don't think we will lose the two tier system and we can address local needs better than a central organisation

I did get the Back lane petition and have fed this through to Bridget the highways officer and had conversations on what we can and can't do. There's not a lot we can do at present. Suggestion that we make it one way or block off one end. Trouble with blocking we need a turning circle for bin lorries as that constitutes a danger under Health and Safety. It was suggested a turning circle at the eastern end towards The Hill but there is not enough room, although was an application to build houses on the corner which may have given us some room but not is not happening at that time. But rest assured Back Lane is not off the agenda. I want to go up there myself. I would appreciate help and it would be useful to get a level of the problem with a traffic count. It would be nice to see what vehicles are leaving and entering legitimately. As far as I've been told there are legally enforceable signs but we don't get much cooperation in legally enforcing it. Safety team need to do something if only a presence to discourage access. Will press this with district.

I've still got grant money left, so bowls and football clubs that could do with some funding get in touch to let me know what your needs are. County Council elections next shortly so money will go then. So if people can get in touch in the next month. You must be constituted with a bank account. Its simple and quick.

Cllr. Trafford – To pick up on Back lane I would like to meet you on site as there's a design that might address the bin lorry problem and which would discourage cut throughs. Next would be to survey residents of Pinfold and Back lane. Would like to make sure that we could deliver before we surveyed.

Cllr. Moesby – If you want to come and sit with me next week or week after you would be welcome. You raise a valid point, I get a request to make it one way but quite often its not representative and we can do things in good faith but you can upset as many as you please so consultation will be vital if ever it happens with Back Lane. Give me a ring and I will meet with you.

Cllr. Trafford – Thank you for the grant offer I can think of two or three. If they send an email with a contact name, organisation, phone number and address and what want the money is for and how it will benefit the community. It's not a massive task its straightforward. Works quickly. Email is the best way.

Cllr. Clough – How much? What would be a ridiculous amount?

CM – You can put down anything in reason. Put what you want, and I'll put it through at that level. If there's not enough left, I will say what you can have. £200-£250 is the usual but in the region of £500 is possible.

57/20/03 District Councillor

57/20/03/01 Sale of the Ransom Strip

What I was going to say has been covered regarding the Ransom Strip and Vision Derbyshire.

#### **58/20 Matters arising (excluding those covered elsewhere on the agenda)**

58/20/01 Playground repairs

Waiting on quotes from two new companies.

58/20/02 Playground banners

Banners still to be ordered but it appears are not being used by other councils. Clerk asked if in light of this Council still wanted them ordering. Council agreed to still obtain and erect the banners.

58/20/03 Peace Garden Project request

The Physical Activity and Sports Development Team have been tasked by the leader of Bolsover District Council Cllr Steve Fritchley to explore ways to help galvanise the current community spirit. One idea he is keen to pursue is making use of any spare allotments whether it be for them to be used by community groups or even schools in order for people/children can learn how to grow their own fruit and vegetables.

A discussion identified three areas to offer for development:

Peace Gardens

Ransom Strip

Area at Football Ground  
bench.

58/20/04 Let's get things going update

Cllr. Hibbert – We received the grant but nothing has been arranged with the restrictions and weather it's difficult to arrange something so I would ask for suggestions from the council?

Cllr. Fleetwood – Could we put it towards the relaunch for the community centre?

All Councillors agreed this was a good idea.

Cllr. Trafford suggested a booking system for a potential indoor picnic.

Cllr. Fleetwood suggested we target by age group for attendance especially older people.

Cllr. Hibbert – So a celebration of opening have we a date in mind?

Cllr. Trafford – We will work on date when we know when the refurbishment will be completed.

58/20/05 Glapwell in Bloom

Cllr. Fleetwood – I had a meeting onsite with Roger Owen from BDC who has spoken with maintenance and grounds management and they are happy to enter into a free of charge licence for the area opposite young vanish to start the campaign. There needs to be a three-metre strip from highway and a three metre strip from the footpath. We will need to develop into beds to plant up and look at sponsors for next spring, like Bolsover. Also, Christmas tree needs a separate licence and that's what we need first. He doesn't see problem with it, and it can be an annual rolling basis of the licence. If the scheme takes off and extends into the estate, we can extend licence into the estate. So it's looking well from that point of view. Subsequently spoke to Peter White from Vault who wants to cost share/sponsor in relation to the Christmas tree. Will need to decide what tree and whether we can get anyone from DCC to agree an unmetered supply from an adjacent street column.

Cllr. Trafford shared that he may have a lead in a consultant who used to work for Highways and is now a consultant who helps Parish Councils work through the system. He will approach to see how much they will charge to help us through the process.

Cllr. Fleetwood – At the miners wheel a member of the public has painted the wheel and tubs. Can we get someone to plant up tubs for autumn/winter?

It was suggested we talk to a local business, the Clowne nurseries was highlighted, to obtain a quote. Clerk will ask for quote

## 59/20 Finance Report

59/20/01 Payments August and September

Date	Details			TOTAL	NET	VAT
03.08.20	HMRC	VAT payment	DD	£210.86	£210.86	£0.00
10.08.20	BT	Mobile	35	£9.60	£8.00	£1.60
10.08.20	Eon	FG Gas	36	£11.55	£11.00	£0.55
31.08.20	Plusnet	B/Band	DD	£47.40	£47.40	£0.00
10.08.20	Opus	Hall Gas	37	£84.63	£80.60	£4.03
10.08.20	Opus	Hall Electric	38	£130.80	£124.57	£6.23
12.08.20	N Senior	SLCC subs	39	£117.00	£117.00	£0.00
12.08.20	M Harrod Ltd	MUGA brush	40	£168.00	£140.00	£28.00
12.08.20	Vault Elect	Alarm Service	41	£325.20	£271.00	£54.20
12.08.20	Staff	Salaries	42	£3,495.59	£3,495.59	£0.00
12.08.20	HMRC	August PAYE	42	£294.96	£294.96	£0.00
12.08.20	DCC	Staff Pension	42	£278.64	£278.64	£0.00
17.08.20	Water Plus	Hall water	43	£61.05	£61.05	£0.00
18.08.20	S Wilkinson	Decoration kitchen	44	£160.00	£160.00	£0.00
18.08.20	Business Str	FG Waste Water	45	£61.92	£61.92	£0.00
24.08.20	J Aitken	Ext lead Centre	46	£9.99	£9.99	£0.00
24.08.20	JKE Ltd	Elect call out	47	£57.00	£47.50	£9.50
26.08.20	Came & Co	Insurance	48	£4,568.52	£4,568.52	£0.00
26.08.20	BDC	Rates Man Cttee	49	£175.13	£175.13	£0.00
26.08.20	BDC	Rates Man Cttee	49	£169.39	£169.39	£0.00
27.08.20	Lancall	Asbestos removal	50	£756.00	£630.00	£126.00
31.07.20	PayPal	Charges	DD	£5.78	£5.78	£0.00

Date	Details			TOTAL	NET	VAT
04.09.20	Analan Supplies	Cleaning materials	51	£300.25	£251.34	£48.91
04.09.20	Plusnet	Phone	52	£47.40	£47.40	£0.00

04.09.20	BT	Mobile phone	53	£9.96	£8.30	£1.66
04.09.20	E-on	FG Gas	54	£11.55	£11.00	£0.55
04.09.20	Opus	Hall Gas	55	£13.73	£13.08	£0.65
04.09.20	Opus	Hall Electricity	56	£38.27	£36.45	£1.82
09.09.20	S Wright	Hall maintenance	57	£60.00	£60.00	£0.00
09.09.20	1-2-1- Plumbing	Hall Repairs	58	£137.00	£137.00	£0.00
14.09.20	Staff	Salaries	59	£3,501.81	£3,501.81	£0.00
14.09.20	HMRC	PAYE	59	£296.56	£296.56	£0.00
14.09.20	DCC	Pension	59	£278.64	£278.64	£0.00
14.09.20	Eon FG	PAYG	60	£50.00	£47.62	£2.38

Additional: Viking £69.54; VAT £14.28 total: £85.70

59/20/02 Income and expenditure

No queries

59/20/03 Insurance renewal

£4568.52 (Inc £50 admin fee). RFO reminded the Council that if the CIO takes over the grounds insurance, we may be able to pursue a refund.

### 60/20 The Glapwell Centre

60/20/01 Update on refurbishment plans

Cllr. Fleetwood - Met with Mark Spence and Darren Hill from REAL . Kitchen and decorations are complete. One or two minor items, locks, tubes light fittings that they were looking at next week. Only issue is that despite not asking for them they have bought blind for the sports hall but can't put them up as need a tower scaffold and they've no one trained to use one. Being as they have brought them I had a chat with Julie and REAL have agreed to collect a scaffold from Shirebrook and then I agreed we would get a contractor and put tubes that are out in sports hall and put blinds up on behalf of REAL education. This should conclude all works. Then I will be having talks with Richard Smith about tables and laptops.

Regarding the flooring Julie spoke to Mansfield flooring who went out Wednesday and got the quote that has been circulated. Ideally, we need more quotes. We need to issue contractors with a cautionary warning about the remaining floor adhesive which may contain asbestos and advise they hand score and put thicker scree in so not to disturb it.

Cllr. Trafford – As we hope to open quickly I would like to proceed straight away but would like other members to express opinions on this

It was unanimously agreed to go forward with the quote obtained on the following options:

Kitchen and Hall adjacent as per Quotation 1 in the sum of £1068.00

Ladies and Gents WCs as per Quotation 2 in the sum of £462.00

Main Entrance Foyer as per Quotation 3 - Option 2 in the sum of £1180.00

Clerk to organise.

60/20/02 Re-opening the centre – Known bookings

GROUP	AMOUNT PER WEEK	AMOUNT PER MONTH
FOOTBALL	£15.00	£60.00
FAB FIT	£30.00	£120.00
SLIMMING	£37.50	£150.00
DOG TRAINING	£150.00	£600.00

ZUMBA	£15.00	£60.00
JAZZ BAND (6 months)	£60.00	£240.00
TOTAL	£307.50	£1230.00
HOLIDAY CLUB TBC	11 weeks per year £55 per day: £3025 per year	

Commencing immediately (variable)

Total confirmed indicative annual income (based on 40 weeks): £11100 (excluding holiday club)

60/20/03 REAL Education temporary use

REAL have been using the centre for the past 3 weeks whilst their own venue was being finished. This has provided much needed additional income

### 61/20 Clerks business

61/20/01 Bookings to date

See above for the Centre bookings.

Since sending out the lettings information we have secured another MUGA booking making a total of 9 weekday bookings.

The football ground bookings are:

Pitch Saturdays First team (dates and times TBC)

MUGA Sunday mornings 9.30-11am start date TBC

Pitch Sunday morning (Juniors) 10am start date 6<sup>th</sup> September

Note however once the charity takes over the Parish cannot access any of the money generated from the MUGA and ground.

Further Note the Covid restrictions could change at anytime and so these figures are conditional on still being able to hire the facilities.

### 62/20 Football Ground and MUGA

62/20/01 Charity Formation and running update

The new Glapwell Sports Association CIO is now up and running.

The CIO is a Charitable Incorporated Organisation. This is a relatively new form of legal entity, only available in the last few years. It's an alternative to the formation of a company and has the same limited liability status as a limited company. It also has charitable status.

The trustees of the CIO act in a similar capacity to the directors of a limited company and are responsible for the operation of the charity. There are a number of model constitutional options offered by the Charity Commission to suit various purposes. In our case we have set up a Foundation Model which identifies specific trustees from the outset and adopted the single trustee model (available to parish councils). The Parish Council is now the single trustee of GCSA and the sole authority for its operation.

That means there are a number of decisions that members need to take in order for the charity to be able to fulfil its functions. These are:

1. Resolve to open a bank account in the charity's own name

First motion – are all members happy to approve - Agreed unanimously.

2. Approve the appointment of an officer to the charity responsible for day to day administration - bookings, invoicing, financial records, payroll, minutes, etc.

Becky would be willing to take on those responsibilities and we would move to employment to charity instead of PC. RFO reminded that this can only occur after the bank account is open. Can we approve appointment of Becky – so can we approve in principle until banking facilities available - Agreed unanimously.

3. Approve the preparation of a lease of the grounds to the charity and the associated legal costs. In number of aborted moves, we did draw up lease for original Ltd company this forms a good basis to go to the charity and should save money on drafting lease from scratch. Can we approve spending money with the council solicitors to approve this as suitable? Agreed unanimously.

4. Approve appropriate Insurance arrangements for our property, the charity employee and public liability.

It is suggested to continue to insure buildings through the parish council. CIO will require public liability and employer's liability for the two volunteer grounds people and administrator. RFO advised agreed with the request to keep buildings insured by PC as we are renting them out on a peppercorn rent and as its still our property. Need to get quote for Employers and public liability which Clerk will request from existing provider. If more quotes are needed can approach CVS and Cllr. Trafford can pass on details of the Stainsby Festivals insurance company. Agreed unanimously.

5. Agree a budget for the charity

Calculation based on figures suggest a shortfall of £400 over the year so we may need to make provision to make that up in the budget. RFO suggested £500 a month and see how that goes next year. We also need a reserve for contingencies. The grant can be adjusted and reduced and then reallocated if necessary. Given number of teams GFC are saying they will be playing are members happy to budget £500 a month for immediate future. Agreed unanimously.

6. Appoint three members to the internal management group to report back to the council as the Trustee

Day to day management in collaboration with GFC this will avoid the football ground and sports ground clogging up parish meetings. Cllr. Trafford, Cllr. Fleetwood and Cllr. Mellard-Sibley have expressed an interest in representing the PC on the trustees committee – are members happy with that proposal. Agreed unanimously.

Currently, Covid permitting, the project looks promising. MUGA bookings are holding up well. Glapwell FC have done several volunteer days on the pitch area and have several teams of different age ranges wanting to make bookings. We now have two volunteer groundsmen, one of whom is qualified and willing to undertake maintenance on the MUGA pitch. Chris Mellard-Sibley is kindly undertaking risk assessments with users of the football facilities. As part of an initiative only available to registered clubs, the Derbyshire FA are coming on the 29<sup>th</sup> to discuss potential improvements to the pitch as part of their support for grassroots football.

#### 62/20/02 Ground update

Cllr. Mellard-Sibley – we did an inspection yesterday and we got a match day Risk Assessment and contingency to Jamie Highlighted a few notes and what I was prepared to let them use for the first day. Needs to be a more comprehensive RA as they will need more facilities. No fire risk assessment yet but no major faults noted. The pitch inspection has been undertaken for free as it was requested by club not the PC. We are stepping away from the inspection and leaving it for the football people to deal with it. However, it was noted that comments made by Phil Davis during a pitch meeting were not helpful. Cllr. Trafford confirmed that Phil had been spoken to about this.

RFO asked if we could now charge for the children sessions that were being played at the ground? Cllr. Trafford said these were gratis up to now. Cllr. Mellard-Sibley said that GFC had expressed a desire to pay annually not per game and it would be good to know what they were expecting to pay. Cllr. Trafford

said that this should be £1500 with regard to first team games. Cllr. Mellard-Sibley said they would be looking to pay for the year up front, but we need to pick phone up and find out what their expectations are. It would be fair to ask for two instalments so that we get money in the bank ahead of time. They will expect discount. As part of the deal they have said they are prepared to look after maintenance for a reduction in cost to play. So, they are prepared to cover costs but expect reduction in what they are charged. We need to understand their expectations.

Cllr. Trafford - We know what we were proposing, and an annual charge would simplify administration. We can make a charge for regular fixtures but need to think about how we would charge for other matches.

Cllr Mellard-Sibley will have a conversation with GFC to find out what their expectations are.

**63/20 Planning matters**

None received

**64/20 Correspondence**

64/20/01 Spare Ground for Community use – Addressed elsewhere

64/20/02 Footpath cut back thanks

64/20/03 Insurance renewal notice

64/20/04 Planning decisions

**65/20 Date of next meeting** 22<sup>nd</sup> October 2020

**66/20 Resolution by Chair to exclude Press and Members of the public for the remaining agenda items under Schedule 12 of the Local Gov Act 1972**

Agreed unanimously.