

**Glapwell Parish Council Meeting  
Thursday 24<sup>th</sup> March 2022.**

**Present: Cllr Tony Trafford (Chair), Cllr Clive Fleetwood, Cllr Tricia Clough, Cllr David Harvey, Cllr Chris Mellard-Sibley, Andrew Mott (Locum Clerk), John Marriott (RFO).  
One member of the public.**

<b>Agenda Item</b>
<b>29/22 Apologies received for absence:</b> Cllr Rachel Hibbert
<b>30/22 Declarations of interest</b> None
<p><b>31/22 Public Forum</b></p> <p>A member of the public attended to discuss the state of Mansfield Road, potholes, loose manhole covers, ironwork etc. despite reporting this to DCC many times the road continues to fall into disrepair. He is kept awake most mornings from 4am once the volume of lorries increases as the noise from the loose covers becomes unbearable. A further issue is the volume of speeding vehicles. He was advised that a meeting was overdue with James Barron.</p>
<p><b>32/22 Minutes of previous meeting</b> 24<sup>th</sup> February 2022 Accepted as a true and accurate record</p>
<p><b>33/22 Reports:</b></p> <p>33/22/01 Police report The police crime map for January showed four reports – 1x burglary, 2x Public order &amp; 1x Anti-social. Cllr. Clough reported that “Cuppa with a Coppa” had taken place on Tuesday and traffic matters had been discussed and between 5 to 7 volunteers had agreed to get involved with Speedwatch. A trial of Speed Indicator Devices is due to be undertaken and Cllr Fleetwood undertook to discuss this further with Cllr James Barron (DCC). The police had checked the CCTV footage regarding a recent incident and were contacting the young offenders involved.</p> <p>33/22/02 County Councillor – not present Safety measures on The Hill – the meeting with Highway’s planned for the end of March (with an open invitation for all GPC members to join) had yet to be arranged. Everyone needs to continue making noise about this issue.</p> <p>33/22/03 District Councillor – Cllr Clough</p> <ul style="list-style-type: none"> <li>• Reported that there had been two District meetings covering precept/rates/pay, levelling up and a very large Unitary Authority.</li> </ul>
<p><b>34/22 Matters arising (excluding those covered elsewhere on the agenda)</b></p> <p>34/22/01 Facilities Manager report. Moved to 36/22</p>
<p><b>35/22 Finance Report</b></p> <p>35/22/01 Feb/Mar 22</p>

Date	Details			TOTAL	NET	VAT
02.03.22	Plusnet	Phone & B/ban	DD	£69.07	£69.07	£0.00
01.03.22	Opus Energy	Centre Gas	155	£664.34	£553.62	£110.72
01.03.22	Opus Energy	Centre Electrici	156	£17.84	£16.99	£0.85
01.03.22	BT	Parish Mobile	157	£14.69	£12.24	£2.45
05.03.22	Water Plus	FG water suppl	158	£107.24	£89.37	£17.87
07.03.22	E-on	FG Gas	159	£11.56	£11.01	£0.55
07.03.22	E-on	FG Electricity	160	£5.61	£5.34	£0.27
28.02.22	PayPal	Charges	DD	£12.46	£12.46	£0.00

Additional payments: Plusnet and BDC Playground.  
35/22/02 Income and expenditure February 22

SUMMARY OF INCOME & EXPENDITURE ACCOUNT - FEBRUARY 2022			
	INCOME	EXPENDITURE	
	£	£	
<b>GROSS INCOME</b>			
Precept	£0.00		
CJRS Grant	£0.00		
Sundry	£0.00		
VAT Output tax	£60.00		
VAT Refund	£299.47		
Project Funding	£0.00		
	<b>£359.47</b>		
<b>GLAPWELL CENTRE INCOME</b>			
Centre Lettings	£300.00		
	<b>£300.00</b>		
<b>GROSS EXPENDITURE</b>			
Admin		£53.46	
Staffing Costs Parish		£1,906.88	
Section 137 Donations		£0.00	
Projects		£0.00	
VAT Input Tax		£302.91	
		<b>£2,263.25</b>	
<b>GLAPWELL CENTRE EXPENDITURE</b>			
Centre Expenses		£103.63	
Staffing Costs		£1,691.42	
Utilities		£746.54	
Maintenance		£720.00	
		<b>£3,261.59</b>	
<b>FOOTBALL GROUND &amp; MUGA</b>			
Staffing Costs		£243.00	
Running Expenses		£327.19	
		<b>£570.19</b>	
	<b>£659.47</b>	<b>£6,095.03</b>	
<b>SUMMARY</b>	£	£	
Bank Current Account Balance as at 28/02/2022	£60,733.32		
Reserve Account Balance as at 28/02/2022	£0.34		
Paypal Account Balance as at 28/02/2022	£2,585.03		
	£63,318.69		
Less unrepresented items	£1,023.85	<b>£62,294.84</b>	
<b>Cash Book Reconciled Balance as at 28/02/2022</b>			
Cash Book Balance brought forward	£67,730.40		
Add Income	£659.47		
Less Expenditure	£6,095.03		
Cash Book Balance carried forward		<b>£62,294.84</b>	

Balance £62,294.84. Currently £229 on a wrong account. No questions on the finances.

## **36/22 The Glapwell Centre Guardians Update**

36/22/01 Facilities Manager written update

The community centre continues with the community café on Tuesdays with the Vicar from Alt Hucknall holding her Lent gatherings bringing more customers in to the café. Raffle prizes, still being donated, are drawn and on average each week generating £60 - £65: 22nd Feb – incomings: £67.07 expense £51.90 included artificial plants for foyer (£15.17) 1st March – incomings: £60.00 expense £16.89 (£43.11) 8th March – incomings: £60.80 expense £16.65 (£44.15) 15th March – incomings: £72.40 expense £12.90 (£59.50)

'Soup-a-Wednesday' continues through March: not popular unfortunately but will continue to the end of March and re-think for Lunch Club, and perhaps a different day would be better. 23rd Feb – incomings: £11.00 expenses £14.70 (£3.70) 2nd March – incomings: £16.00 expenses £6.40 (£9.60) 9th March – incomings: £17.50 expenses £17.34 (included cost of adaptor for CCTV monitor) (16p) 16th March – incomings: £19.20 expenses £8.41 (£10.79)

Claire Morton completed and passed Introduction to Allergens Training & in the process of L3 Food Hygiene (will complete by next PC Meeting) Completed and passed the BDC Covid-19 secure certificate – passed 18th Feb.

Bookings since last meeting: Labour Meeting, Child's birthday party, Well dressing meeting, Antique Evaluation. Had a party cancel due to licence for the sale of alcohol – the designated name must be changed and reflect the accurate person before we can move forward with this on the premises licence. Council need to amend this please.

Outcome of sessions in March:

Signed up for the active community with BDC – in the process of organising the package for 2022 / 2023 with Wayne Hatton. Happy Days playgroup started on the 7th March and continue weekly -: doing sensory play with messy play being organised once a month. This was very popular on week 1 and week 2 did well, with the organisers happy with how it's going. Want to start Bingo maybe on Tuesday afternoon's afternoon Community café Volunteers and trustees appear to be not forth coming to support the community centre and the events wanting to put on to engage the community more – discussions need to be made on the support of people. Bowls Club finishes at the end of March along with mini kicks from Glapwell Gladiators finished 2 weeks ago. Crafty Corner gaining more people and extended the time to 730pm.

Events: Easter – insufficient support and helpers for this to run at this stage Still need desperately, bookcases for all the books we have at the centre and then to start a book club. 2-seater sofa or chairs for entrance hall – to make the centre have a more welcoming feel and a hard-wearing rug for this area to.

Regular Bookings Day Sports Hall (S) otherwise Village Hall

Monday: Fab Fit (PM)(S); Playgroup (AM); Crafty Corner (PM). Tuesday: Bowls Club- finish 29/03/22 (PM)(S); Community Café (AM); Dog Training (PM). Wednesday: Football (PM)(S); Fab Fit (PM)(S); Soup House (PM); Dog Training (PM). Thursday: Dog Training (PM)(S); Yoga (PM). Friday: Bowls Club (PM)(S). Saturday: none. Sunday: Dog Training (AM)(S).

MUGA News: Bolsover, New Tupton and Glapwell will be finishing their winter training at the end of March. Need to look at summer activities eg walk in football / walk in netball.....

- Cllr Mellard-Sibley to discuss premises licence with Claire. List to be prepared of local suppliers of bar facilities to be drawn up as it is not cost effective for the Parish Council to run a bar.

- Bookcases/seating/rugs were discussed, the Locum Clerk pointed out that at present these could only be purchased from existing suppliers who provided account facilities as no payment/charge card facility was available. The opening of an Amazon account was suggested by the locum clerk as it would provide some choice, but this was still felt to be too limiting by Council.
- The RFO confirmed that Claire had been provided with the facility to bank surplus cash.
- The Locum Clerk reported that a telephone call had been received from Smiths mobile Fish & Chips enquiring about using the car park on a Wednesday, but at the time of the meeting the requested follow up email had not been received. Cllr Clough was aware of this business and was keen to see this facility in the village, all were in favour, all that was needed was to establish if power was required and suitable terms.
- Issuing a Parish Newsletter was discussed as this could help generate community support and volunteers etc. Previous printer to be contacted to check pricing and if they a still operating.

### **37/22 Football Ground and MUGA – Glapwell Community Sports Association update**

37/22/01 Glapwell Community Sports Association update

Cllr Fleetwood reported that a meeting had been held (including Cllr Trafford) with Glapwell Football Club, who now need hot showers to be available to prevent eviction from the league, a copy of the club's constitution was still awaited and progress was slow. Cllr Mellard-Sibley said that he had dealt with lots of clubs and offered his help.

Other ideas mentioned included a CISWO grant and using Community Payback for cutting the grass etc.

### **38/22 Planning matters**

#### **Information Only**

38/22/01: Ref. No: 22/00126/VAR | Validated: Tue 08 Mar 2022 | Status: In Progress

97 The Hill Glapwell Chesterfield S44 5LU

[Variation of condition 2 \(alter design of dwellings & create new access point\) of planning permission 19/00500/FUL](#) 

38/22/02: Ref. No: 22/00132/DISCON | Validated: Thu 10 Mar 2022 | Status: In Progress

Glapwell Nurseries Glapwell Lane Glapwell Chesterfield S44 5PY

[Discharge of conditions 4 \(Written Scheme of Investigation\) and 13 \(Ball Strike Risk Assessment\) of planning permission 17/00598/OUT](#) 

38/22/03: Ref. No: 21/00762/FUL Decided Wed 23 Feb 2022

The Plug And Feathers The Hill Glapwell Chesterfield S44 5LY

Change of Use from Drinking Establishment (A4) to Convenience Store (E) - additional of pedestrian access ramp to front entrance. Change of window to door on rear elevation

Decision: Granted Conditionally

38/22/04: Ref. No: 21/00750/VAR Decided Wed 16 Mar 2022

Glapwell Nurseries Glapwell Lane Glapwell Chesterfield S44 5PY

Variation of Condition 14 of planning permission 17/00598/OUT - to a time period of eighteen months after the first occupation of any dwelling hereby approved, the Grade II listed bothy shall have been fully restored in accordance with a scheme of restoration that has been previously submitted to and approved in writing by the local planning authority.

Decision: Granted Conditionally

### **39/22 Correspondence**

39/22/1 Trees and hedges felled at 39 Mansfield Road – Cllr Clough reported that none of these were protected.

<p>39/22/2 Live &amp; Local Menu Launches – Cllrs aware of dates if they wished to attend.</p> <p>39/22/3 Precept payment dates – Cllrs aware.</p> <p>39/22/4 BNED Project Monitoring – Cllr Trafford to speak to BDC and get back to the Locum Clerk if action required by him.</p> <p>39/22/5 New Local Development Scheme and Shirebrook Growth Plan – Cllrs aware</p> <p>39/22/6 Countywide Trial of Speed Indicators – covered earlier in 33/22</p> <p>39/22/7 Bolsover TV All other correspondence addressed in meeting – Cllrs aware</p>
<p><b>40/22 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</b></p> <p>No public present at this point</p>
<p><b>41/22 Centre staff contracts and Job Descriptions</b></p> <p>The Locum Clerk had been approached by the two staff members who had been provided with new contracts as they were unhappy about the documents. Cllrs were advised that they had voted on new contracts rather than amendments and that the documents also contained errors. Additionally, the staff had not received revised job descriptions. Cllr Mellard-Sibley agreed to review the documents.</p> <p>Carrying holidays over from one year to the next had also been raised as there was insufficient availability due to sickness and increased bookings. It was agreed that in exceptional circumstances a maximum of one week’s entitlement for the Facilities Manager and Caretaker could be carried over but must be taken before the end of May.</p>
<p><b>42/22 Progress with Clerk vacancy</b></p> <p>Four applications had been received following the facebook ad, to date they had not been contacted, Cllr Trafford and Cllr Fleetwood to decide who to interview and report back.</p>
<p><b>43/22 Domain name renewal</b></p> <p>The account for the Domain name was in the previous clerk’s name as her card had been used for payment, the Locum Clerk explained the need for applying for a Glapwell Parish Council card as soon a new clerk is appointed as the financial regulations prevent staff using a personal card. Cllr Trafford agreed to progress the renewal.</p>
<p><b>44/22 Back Pay and extra hours</b></p> <p>It was agreed to pay the previous clerk the amount outstanding from the NJC’s agreed pay scale increase for the hours worked as Clerk during the financial year.</p> <p>The Locum Clerk highlighted the lack of a staff manual and wished to clarify the Council’s policy for paying staff for extra hours that they had to work, for example the RFO has taken on extra work that was previously done by external agents (Payroll), plus setting up and administering Charity bank accounts (PayPal and Unity Trust). Potentially the Centre staff could incur extra hours if booking levels increased if these are not to be covered by volunteers or they have to cover for sickness. The Council agreed that payment would be due but would need to be accounted for (and kept within budgets). The RFO was asked to present details of their increased workload to enable a suitable adjustment to be agreed.</p>
<p><b>45/22 Date of next meeting: 28<sup>th</sup> April 2022</b></p>