

**Minutes of the Virtual Meeting of Old Bolsover Town Council**  
**Held at 6.45pm on Tuesday 13<sup>th</sup> October 2020**

**Present**

P	Cllr. D. Adams	P	Cllr. B. Haigh
P	Cllr. T. Bagguley	P	Cllr. C. Jeffery
P	Cllr. A. Clarke		
P	Cllr. C.P. Cooper	P	Cllr. J.M. Rushby
P	Cllr. G. Davis	P	Cllr. P. Stothard
A	Cllr. P. Goodwin	P	Cllr. J. Woodhead

**In attendance:** Andrew Tristram -Town Clerk  
Councillor Joan Dixon (Derbyshire County Council) (part)  
Councillor Nick Clarke (Bolsover District Council)  
1 Member of the public

1. **Apologies for Absence**

None

2. **To Note Receipt of the Resignation of Councillor M. Longden**

Members noted receipt of the resignation of Councillor Longden. It was agreed to send a letter of appreciation for their contribution to the Council.

3. **To Elect at Vice Chair of the Council until the Annual Meeting of the Council in May 2021**

Councillor Paul Goodwin was nominated for Vice Chair of the Council.

As no further nominations were received, Councillor Goodwin was elected, unopposed, as Vice Chair of the Council for the period to the Annual Council Meeting in May 2021.

4. **Variations to Order of Business**

There were no variations to the order of business.

5. **Declarations of Disclosable Pecuniary and Non Disclosable Pecuniary/other Interests.**

Councillors Adams, Clarke and Cooper declared a non pecuniary interest in item 39 - Planning matters as members of Bolsover District Council Planning Committee.

6. **Public Speaking**

(a) **Public**

There were no matters raised by members of the public.

(b) **County Councillors**

County Councillor Joan Dixon attended the meeting.

### **Matters raised:**

- Traffic Regulation Orders – Final consultation to be published in Derbyshire Times on 22<sup>nd</sup> October 2020. Responses from Councillors and Members of the public are encouraged.
- Discussions about potential Unitary Authority for Derbyshire put on hold by Government.
- Speeding issues – equipment will be purchased for a community speed watch. This will be held by the Friends of New Bolsover Group. Lots of volunteers have expressed an interest in taking part.
- Reports of civil disturbance in the area with use of fireworks.

Concerns were raised by members regarding construction traffic using Oxcroft Lane and Welbeck Road and large vehicles around the School.

### (c) **District Councillors**

Councillor Nick Clarke (Bolsover District Council) attended the meeting.

### **Matters discussed:**

- Bolsover District Council were looking for suggestions from Parish and Town Councils for locations for planting trees as part of their aim to plant a million trees across the District.

### (d) **Town Councillors**

No matters were discussed.

### 7. **Confirmation of Minutes**

**106/20-21 RESOLVED** that, the minutes of the Town Council meeting held on 8<sup>th</sup> September 2020 were duly accepted as a true and accurate record.

### 8. **To determine which items, if any, from part 1 of the Agenda should be taken with the public excluded**

None.

### 9. **Chair's Announcements**

There were no announcements from the Chair.

### 10. **Payments for approval**

**107/20-21 RESOLVED** that expenditure for August 2020 of £88,346.29 is approved.

### 11. **Co-option Vacancy**

Members considered four applications received for the vacancy for the Old Bolsover with Stanfree Ward.

**108/20-21 RESOLVED** that Janet Woodhead is selected to become a Councillor to fill the vacancy.

12. **New Depot**

Members received a detailed briefing paper outlining the decisions made by the Council in connection with the new depot building.

**109/20-21 RESOLVED** that the briefing paper is noted.

13. **External Audit**

Members received the external audit report and certificate from PKF Littlejohn for 2019/20.

**110/20-21 RESOLVED** that the Council

- i Confirm receipt of the report and note that on the basis of their review of sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), that in their opinion the information in sections 1 and 2 of the AGAR is in accordance with proper practices and no other matters have come to their attention giving cause for concern that relevant legalisation and regulatory requirements have not been met.
- ii Note that the notice of conclusion of audit has been displayed on the Council notice board and published on the Council website as required by sections 20(2) and 25 of the Local Audit and Accountability Act 2014, Accounts and Audit Regulations 2015 (SI 2015/234) and the Accounts and Audit (coronavirus) (Amendment) Regulations 2020 (SI 2020/404).

14. **Meeting Reports**

Members received the minutes from the Finance and General Purpose Committee of 8<sup>th</sup> October 2020.

**111/20-21 RESOLVED** that the minutes are noted.

15. **Agenda Items**

Members considered a Policy for submitting agenda items to ensure that requests from members provided sufficient information to ensure that they are brought to Council in the correct manner and members are not asked to make decisions on any item without sufficient detail to make an informed decision ahead of the meeting.

**112/20-21 RESOLVED** that the Agenda Item Policy is approved.

16. **Amendment to Standing Orders**

Members considered an amendment to the Standing Orders to put a time limit on the length of meetings of two hours.

**113/20-21 RESOLVED** that the following amendment is made to Standing Orders:-

A meeting shall not exceed a period of two hours.

If an Agenda item is under discussion at the deadline, a period of no longer than 15 minutes will be allowed to conclude that item of business.

Any item of business not dealt with will stand and carry forward to the next scheduled Council meeting, unless the Chairman agrees to adjourn the meeting and set a date to reconvene the meeting, to deal with the outstanding business.

17. **Public Works Loans Board**

Members received a copy of the application form to draw down a loan of £150,000 over a period of 25 years to finance the new depot building. The Clerk reminded members that borrowing approval had been obtained from the Secretary of State.

**114/20-21 RESOLVED** That the Council agree to submit the application to draw down the loan of £150,000 from the Public Works Loans Board.

18. **Remembrance Sunday**

Members considered alternative arrangements for Remembrance Sunday in light of the COVID-19 restrictions that have prevented the usual arrangements for the Parade and Church Service taking place.

The Council considered two options which had been discussed with the Police and Derbyshire Safety Advisory Group.

Quotes were also received for barriers to be placed around the cenotaph area and traffic barriers for the road closure points.

**115/20-21 RESOLVED** that the Council

- i. Do not hold a Church Service on an alternative day to make a recording to be broadcast on Remembrance Sunday.
- ii. Proceed with option B as outlined in the report
- iii. Proceed with the road closure to Cotton Street, Market Place and Castle Street
- iv. Accept the quotation of £200 for barriers and signage for the area around the cenotaph and road closure points.
- v. Staff the road closure points and wreath laying areas with volunteers and do not agree a budget for temporary staff to provide this service.

19. **Land to the Rear of Morrisons**

Councillors received a copy of the transfer document to accept a gift of land to the rear of the new Morrison's retail development.

**116/20-21 RESOLVED** that the council approve the terms of the transfer and authorise the Chair of the Council to sign the document on behalf of the Council.

20. **Moor Lane Land**

Members received a verbal report of a meeting that had taken place with the football club and archery group in connection with the draft agreement. A written report summarised the Council resolution of 14 July and information provided on Proboards seeking feedback from members on the terms of the agreement. The written report contained external legal advice and an estimate of fees to prepare the lease and draft a sub-lease for the Archery group.

**117/20-21 RESOLVED** that the Council:

- i. Proceed with a two year lease agreement based on the legal advice received.
- ii. Agree the fee estimate of £3,000

21. **Lamp Post Poppies**

Members received maps showing the proposed locations for lamp post poppies. Council also considered a donation to the Royal British Legion Poppy appeal.

**118/20-21 RESOLVED**

- i. That the location of poppies is agreed
- ii. That the Council make a donation of £500 to the Royal British Legion Poppy appeal.

22. **Oxcroft Lane Land**

Members considered options for the marketing of land on Oxcroft Lane following a meeting members had with Wilkins Hammond and correspondence received. Correspondence received from Dragonfly was also presented to members. Members also received a copy of the terms of engagement for the services provided by Wilkins Hammond.

**119/20-21 RESOLVED**

- i. That members agree to pursue option B to market the opportunity to purchase at an agreed price conditional on receipt of planning consent based upon the allocation for residential development in the emerging local plan.
- ii. That the correspondence from Dragonfly is noted and passed to Wilkins Hammond.
- iii. That the Chairman is authorised to sign the agency terms of engagement on behalf of the Council.

23. **Work to Play Areas**

Members considered quotations received for work to repair the wet-pour surfaces and options for replacement bark areas.

**120/20-21 RESOLVED**

- i. that quotations totalling £10278.69 are accepted for the repair of the wet-pour areas, subject to being lower than a final quote that was expected to be submitted.
- ii. that quotations totalling £6,910 are accepted for the replacement of the bark.

24. **Christmas Trees – Carr Vale**

**121/20-21 RESOLVED** that the Council

- i. Agree to accept the quotation from Plantscape for supplying solar powered Christmas Trees for Carr Vale
- ii. Agree the locations as described in the report.

25. **Lantern Parade**

Members received the revised plans for the Lantern Parade

**122/20-21 RESOLVED** that the revised plans are noted.

**The meeting was adjourned at 8.46pm. The Chair agreed to reconvene the meeting for 27 October at 6pm**

## **Reconvened meeting**

Cllr Janet Woodhead joined the meeting. All other members were present at the reconvened meeting.

### 26. **Oxcroft Centre**

Members received copies of minutes from a meeting of the Oxcroft Centre management committee held on 29 September together with a verbal report of a meeting held on 27 October.

A request was made for the Council to consider a grant of up to £20,000 for replacing the heating system at the building.

**123/20-21 RESOLVED** it was suggested that renewable sources e.g. ground source air source should be the preferred option and quotes brought back to Council for decision.

Council members also considered a grant of £3,000 from the Charity to support the trading arm as corporate trustees of the Charity.

**124/20-21 RESOLVED** It was agreed that the Charity make a grant of £3,000 to the trading arm.

### 27. **Bus Shelters**

Members considered quotations for the removal, refurbishment and replacement of bus shelters located on Moor Lane, Station road and Clowne Road, Stanfree.

**125/20-21 RESOLVED** that

- i. The shelter on Moor Lane is removed and the quotation of £475 is accepted.
- ii. Quotations are obtained for the removal of shelters on Station Road and Clowne Road.

### 28. **Renewal of Domain name**

**126/20-21 RESOLVED** that discoverbolsover.uk domain name is not renewed.

### 29. **Market Rents**

**127/20-21 RESOLVED** that market rents are suspended until 31 March 2021.

### 30. **Hornscroft Lighting**

Members received details of three tenders that had been received for lighting on Hornscroft Park. Pricing was received for six options.

**128/20-21 RESOLVED** that the Council agree to consider Option 1 – Infrastructure Plus Lighting along the pathway to the rear of the park from Moor Lane to Langwith Road

- (2) That power suitable for a Wi-Fi access point is provided to one of the columns.
- (3) That a panel is formed to evaluate the tender documents and make a recommendation to Council for approval. That Councillor Adams, Bagguley, Clarke, Goodwin, Rushby and Stothard participate on the panel.

31. **Land at Sutton Hall Road**

Members received details of an enquiry from a member of the public to occupy a piece of land forming part of the Sutton Hall Road allotment site.

A plan showing a potential area of land that may be available was circulated with the Council papers. The precise boundaries of the land to be included in the agreement was unclear and required further discussions with the prospective tenant.

**129/20-21 RESOLVED** that the Council agree to let the land on an annual paddock licence at a peppercorn rent of £1 per annum without any provision of water supply and that the tenant is responsible for any clearance work required and fencing the land.

32. **Request for Goal Posts and Nets – King George V Park**

Members considered a request from a member of the public submitted via the MP for football goal posts to be installed on King George V Park

**130/20-21 RESOLVED**

- i. That the Council agree to install goal posts on King George V recreation ground.
- ii. The Council do not accept any of the quotes to install new posts as an offer has been made by Cllr Adams to supply suitable used goal posts for installation without charge.

33. **Let's get things going Grant**

Members considered a report to consider delegation for delivering the different elements of the three themes forming the lets get things going grant

**Reviving the local economy by encouraging spend local theme:**

**131/20-21 RESOLVED** that the Council delegate expenditure of £2,005 to the Town Clerk in consultation with Councillors Davis and Haigh who were appointed at the last Council meeting to lead on local business initiatives.

**Tackling loneliness and isolation theme:**

**132/20-21 RESOLVED** that the Council

- i) Delegate expenditure of £4,500 to the Town Clerk in consultation with the Oxcroft Centre Management Committee in respect of costs connected with the community minibus.
- ii) Delegate expenditure of £1,000 each to the Town Clerk in consultation with:-
  - Cllrs. Cooper, Goodwin and Jeffery for event costs to meet the criteria in the bid at the Oxcroft Centre
  - Cllrs Davis and Rushby for event costs to meet the criteria in the bid at Bainbridge Hall
  - Cllrs. Bagguley, Clarke and Stothard for event costs to meet the criteria in the bid at the Assembly Hall
- iii) Delegate the remaining £500 to the Town Clerk in consultation with the Chair and Vice Chair to support events by community groups which meet the criteria in the bid.

**Lifting spirits and celebrating our communities theme:**

**133/20-21 RESOLVED** that the Council

- i delegate expenditure of £1,900 to the Town Clerk in consultation with the Chair and Vice Chair
- ii appoint a lead member to champion the 'incredible Edible' initiative
- iii appoint a lead member to champion the 'Transition Bolsover' initiative

- iv delegate expenditure and authorisation to the Town Clerk in consultation with the Chair and Vice Chair to market and set terms and conditions for the mini pop up street events using Town Square and the Bainbridge Hall Car Park.
- v Delegate authority to the Town Clerk in consultation with the Chair and Vice Chair to seek agreement to reallocate budget for events that may not be able to go ahead as a result of COVID-19 restrictions.

34. **Council Purchasing Card**

Members considered a proposal for the Council to apply for a Council purchasing card for making purchases from organisations that do not offer credit accounts including online businesses. This will include purchases from organisations where the Council make infrequent purchases to warrant a credit account or where savings can be achieved by purchasing online. The Clerk informed members of the requirement for this to be settled each month in full.

**134/20-21 RESOLVED** that the Council

- i. Approve a purchasing card for the council and authorise any appointed cheque signatoryies to sign agreements with the card provider.
- ii. Delegate the decision on which provider to use to the Town Clerk in consultation with two other cheque signatories.
- iii. Approve a credit limit of £1,000

**The two hour meeting time limit was reached at 8pm**

The Chairman agreed to consider two further urgent items on the Town Clerks report to be discussed before the meeting was closed.

Cllr Adams left the meeting.

**A) Arrangements for Remembrance Sunday**

**135/20-21 RESOLVED** that an informal meeting is scheduled to be held at 6pm on Tuesday 3 November to confirm the final arrangements for Remembrance Sunday.

**B) Toilet Trailer**

**136/20-21 RESOLVED** that

- i. the Town Clerk is authorised to place bids to purchase two used toilet trailers by auction
- ii. a maximum bid is placed of £2,000 for the larger unit and £1,500 for the smaller unit.

It was agreed that remaining items on the agenda are considered at the next full council meeting on Tuesday 10 November.

The meeting closed at 8.22pm.

Signed .....

Dated .....