

Minutes of the Virtual Annual Meeting of Old Bolsover Town Council
Held at 6.45pm on Tuesday 14th July 2020

Present

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

In attendance: Andrew Tristram -Town Clerk
Councillor Joan Dixon (Derbyshire County Council)
Councillor Nick Clarke (Bolsover District Council)
2 Members of the Public

1. **Apologies for Absence**

Councillor Tim Bagguley may be joining the meeting late.

2. **Variation to Order of Business**

049/20-21 RESOLVED that the following variations are agreed.

- (a) That item 11 is brought forward to be considered following item number 4.
- (b) That items 24 and 25 are considered following item 10.

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

Councillors Adams and Clarke declared a non pecuniary interest in item 31 - Planning matters as members of Bolsover District Council Planning Committee.
Councillors Adams also declared a non pecuniary interest in item 26 – Under the Castle Music Event.

4. **Presentation from Derbyshire Association of Local Councils**

Members received a presentation from the Chief Officer of the Derbyshire Association of Local Councils. The presentation was to explain the benefits of the Council becoming members of the local association.

Councillor T. Bagguley joined the meeting.

11. **DALC Membership**

This agenda item was taken following item 4.

Members considered membership of the Derbyshire Association of Local Councils (DALC)

050/20-21 RESOLVED that the Council

- (a) Join the Derbyshire Association of Local Councils at an annual subscription cost of £1,145.67 for 2020/2021.
- (b) Subscribe to the enhanced membership which includes access to free training places for the additional subscription of £210 for 2020/2021.

5. **Public Speaking**

(a) **Public**

Two representatives from Bolsover Town Football Club attended the meeting but did not speak during this part of the meeting.

(b) **County Councillors**

County Councillor Joan Dixon attended the meeting.

Matters raised:

- Consultation on the proposed parking restrictions.
- Work started on the installation of lighting on Mansfield Road.
- Changes to train services affecting users of Chesterfield and Sheffield Train Stations.
- Derbyshire County Council have published Pillar 1 and Pillar 2 data showing COVID hotspots around the area.

(c) **District Councillors**

District Councillor Nick Clarke attended the meeting.

Matters raised:

- Update on tree planting proposal for Langwith Road – consultation taking place with local residents.

(d) **Town Councillors**

No matters were raised.

6. **Confirmation of Minutes**

051/20-21 RESOLVED that, the minutes of the Town Council meeting held on 9th June are duly accepted as a true and accurate record.

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

None.

8. **Chair's Announcements**

The Chair stated that it may be necessary to adjourn the meeting and reconvene it at a later date, due to the large amount of business on the agenda.

9. **Payments for approval**

052/20-21 RESOLVED that expenditure for May 2020 of £24,742.32 and for June 2020 of £26,774.40 are approved.

10. **Meeting Reports**

(a) **Finance and General Purpose Committee**

Members received the minutes from the Finance and General Purpose Committee of 9th July 2020

053/20-21 RESOLVED that the minutes are noted.

24. **Moor Lane Site – Surrender of Lease**

054/20-21 RESOLVED that Councillor Haigh and Councillor Longden are authorised to sign the Deed of Surrender on behalf of the Council.

25. **Moor Lane Site – Agreements with Football Club and Archery Group**

Members discussed a briefing paper regarding future agreements with the Football Club and Archery Group, for the use of the site, pending a decision by the Council on the longer term plans for the site.

Members indicated support for the continued use of the site by the Football Club and Archery use.

The proposed rental figure recognises that the Club is taking responsibility for the grounds' maintenance and business rates, together with the community health and well-being benefits and the added value of the club making funding bids to improve the site.

055/20-21 RESOLVED that

- (a) The Council enter into a two year licence with the Football Club for the use of the land, with a view to entering into a longer term agreement when plans for the wider use of the site have been determined.
- (b) The Council enter into a single agreement with the Football Club with permission for the Club to make their own arrangements with the Archery Group.
- (c) The Council agree to an annual rent of £3,200 per annum.
- (d) The Football Club are responsible for the ongoing utility costs (i.e. electricity and water) and insuring the property (excluding the existing sports and social club building).
- (e) The Football Club are the occupier of the land for business rate purposes.
- (f) The Council delegate authority to the Town Clerk, in consultation with the Chair and Vice Chair, to agree the final terms of the agreement.
- (g) Councillor Haigh and Councillor Longden sign the agreement on behalf of the Council.

12 **Town Centre CCTV**

Members considered quotations received to upgrade the CCTV systems in the Town Centre and Assembly Hall, together with additional coverage for the Council Depot.

Members expressed disappointment that the current Bosch Town Centre System had failed, just outside the end of the manufacturer's warranty. Members suggested that the supplier is asked if there were any options to purchase a better quality camera or an extended warranty.

056/20-21 RESOLVED that

- (a) The quotation for replacement of the existing Town Centre cameras is approved, with delegated authority given to the Town Clerk, in consultation with the Chair and Vice Chair, to discuss alternative cameras and extended warranty.
- (b) The purchase of an optional ANPR Camera on the Town Hall and a further camera to monitor the no entry point on the market place is approved.
- (c) The quotation for the upgrade to the Assembly Hall and new cameras to cover the depot building is approved.

13. **Tree Work**

057/20-21 RESOLVED to delegate authority to the Town Clerk, in consultation with the Chair and Vice Chair, to carry out any tree work identified within the surveys up to the amount of £15,000.

14. **Allotment Clearance and Improvements**

058/20-21 RESOLVED to delegate authority to the Town Clerk, in consultation with the Chair, Vice Chair and Allotment Advisory Committee, to carry out clearance work and improvements on Allotments up to an amount of £20,000.

15. **Maintenance Work to Council Buildings**

059/20-21 RESOLVED that quotations are considered at the September Council Meeting.

16. **Land to the Rear of Morrisons' Development**

Members received an update on the Transfer of Land to the rear of Morrisons' Development to the Town Council.

060/20-21 RESOLVED that Councillor Haigh and Councillor Longden are authorised to sign the Deed on behalf of the Town Council.

The following items were brought forward.

19. **Oxcroft Centre**

Members received the minutes from the Oxcroft Management Committee held on Wednesday 8th July 2020.

061/20-21 RESOLVED that the Council, in their role as Corporate Trustees of the Oxcroft Charity, agree that

- (a) The Charity seek a suitable tradesman to investigate and repair the leak and repair problems with the guttering.
- (b) Authorisation is given for the Charity to provide a grant of up to £2,000 to support the trading losses of the bar.
- (c) Authorisation is given to the Centre Manager to submit funding bids on behalf of the Charity.
- (d) Authorisation is given to reopen the Community facilities and the bar on 17th July, subject to the appropriate measures being put in place to meet Government Guidelines.
- (e) The Charity accepts the gift of the minibus from Breakthrough.
- (f) Agreement is given to include the minibus and volunteer drivers on the Town Council Insurance (subject to the agreement of our Insurers).

- (g) That the Charity explore what work is required to improve drainage problems from the front car park and what the costs would be to rectify the problem as a gesture of goodwill, without any admission of liability for discussion at the next meeting and a holding response is sent to the resident.
- (h) That the Council proceed to make an application for possessory title for the unregistered land and take advice on how the registered land can be transferred from the names of former individual Trustees to the name of the official custodian for charities.

Members were reminded that there was an unfilled vacancy on the Management Committee.

21. **Opening of Play Areas and Community Buildings**

Members discussed the safe reopening of play areas and community buildings.

The Clerk informed members about the current Government Guidance and proposed signage to be displayed on play equipment and outdoor gym equipment.

The Town Clerk was asked to make further investigations into funding to help with the cost of implementing measures from the District Council.

062/20-21 RESOLVED that the Council

- (a) Agree to reopen play areas and approve the proposed signage.
- (b) Agree to reopen Community Buildings when the COVID-19 secure guidelines have been fully implemented in buildings that the council are directly responsible for (Bainbridge Hall/Oxcroft Centre (as Corporate Trustees)).
- (c) Agree to meet the cost of implementing additional measures for Bainbridge Hall and Oxcroft Centre (through the Charity).
- (d) Delegate authority to make decisions on the implementation of the COVID-19 secure guidelines and take any measures required to implement further changes in Government Guidance to the Town Clerk, in consultation with the Chair and Vice Chair.

The Meeting was adjourned at 9.40pm

063/20-21 RESOLVED that the meeting is adjourned and reconvened on Tuesday 28th July at 6pm

The meeting was reconvened. Councillor Cooper did not re-join the meeting.

17. **Procurement for Council Projects**

Members discussed procurement for several proposed Council projects.

064/20-21 RESOLVED that the Council agree to proceed with the procurement through Bolsover District Council on the following projects and that the procurement specification is agreed for the following projects.

- (a) Skatepark with the existing hedge retained with a reduced height and the two pergolas are removed.
- (b) Lighting and Wi-Fi on Hornscroft Park.
- (c) Bentinck Road play area.
- (d) Town Square.
- (e) Automated retractable bollards – with the scheme covering both the Cotton Street/Market Place area and the area surrounding the Cenotaph.
- (f) Demolition and site clearance of the former Sports and Social Club Building on Moor Lane.

065/20-21 RESOLVED that the following projects do not proceed at this time.

- (a) Moor Lane Site – feasibility of future options for various facilities on the site.
- (b) Public Toilets – until such time as a suitable available site is identified.

066/20-21 RESOLVED that a representative from Active Derbyshire is invited to attend a future meeting to discuss the support they may be able to provide to identify local needs for future leisure provision.

18. **Grant Funding Support**

Members considered a proposal from a Grant Funding Consultant, to provide advice and submit funding bids on behalf of the Council.

067/20-21 RESOLVED not to proceed with the Grant Funding proposal.

20. **Consultation Plans**

Consultation for future projects was discussed during agenda item 17.

The following two items were discussed together.

- 22. **Council Website**
- 23. **Building Signage**

Members discussed a quotation from a local company to provide marketing and graphic design services to the Council. The services provided would include designs for signage, website design, newsletter design and other communication material, including improving our use of social media.

068/20-21 RESOLVED that the Council agree to take a full service marketing agreement for 8 hours per month for an initial 12 month period, to provide various design and marketing services to the Council.

26. **Under the Castle Music Festival**

The Council discussed a grant that was paid for the Under the Castle Music Festival Event in May 2020 that was cancelled due to the COVID-19 pandemic.

069/20-21 RESOLVED that the Council agree to allow the organisers to retain the grant to carry forward for the next event scheduled to take place in May 2021.

27. **Events**

Members discussed the future events planned for the remaining part of 2020.

070/20-21 RESOLVED

- (a) That a decision on the Firework Display is deferred to the September Meeting.
- (b) That discussions take place with the Church, English Heritage and the Royal British Legion to investigate options for holding an event this year, for discussion at the September Council meeting.
- (c) That we investigate having the Poppy Buffet with reduced numbers, to meet any government guidance in place at that time.

- (d) That the minutes silence at the Cenotaph takes place meeting any government guidance in place at the time of the event.
- (e) That the Christmas Festival is cancelled for 2020 (recognising that the Lantern Parade could still take place in some form).

28. **Byelaws**

A request was made from Councillor Adams for the Council to consider introducing a byelaw to deal with residents who plant more than two conifers side by side over two metres high. Councillor Adams was planning to get more information from the District Council Solicitor.

29. **Use of Community Buildings for Education Purposes**

Members discussed approaching local schools to see whether they would be interested in using Community Buildings for education purposes when they return to school in September.

071/20-21 RESOLVED that the Council approach the schools and Derbyshire County Council to inform them that these facilities could be available if required.

30. **Town Clerk's Report**

Items for Decision

- (a) Permission for Tree Work
- (b) Proposed Traffic Regulation Orders – response to consultation
- (c) Reopening of Town Centres – response to consultation
- (d) Interactive Speed Signs

Items for Information

Notice of Vacancy – Members were informed that Bolsover District Council have now issued Notices of Vacancy for the Town Council Stanfree Ward and the District Council Bolsover North with Shuttlewood District Council Ward.

072/20-21 RESOLVED that permission to fell three ash trees located on Council owned land on Backhills is approved, subject to work being done by a company approved by the Town Council and Planning approval if required.

073/20-21 RESOLVED that a letter is sent to Derbyshire County Council supporting the proposals requesting that restrictions on Castle Lane are added on the other side of the road, leaving space for the garage service 1 High Street.

The Town Clerk was asked to convey members' concerns about enforcement.

074/20-21 RESOLVED that concerns are raised about the location of cycle racks in the Market area, near the pedestrian crossing and suggest that they would be better located near the tree at the other end of the Market Place.

075/20-21 RESOLVED that the Town Clerk investigates the use of Interactive Speed Signs for the September Council Meeting.

076/20-21 RESOLVED that the report is noted.

31. **Planning Matters**

Members considered the following planning applications.

(1) 20/00121/FUL Replacement of windows at 3 Villas Road, Carr Vale, by Mr. Lee Harper

Resolved No objections.

(2) 20/00195/DISCON Discharge of condition 33 (Design Framework) of planning permission 15/00237/VAR at 360 Hectares of Land in Bolsover, Staveley, Sutton Cum Duckmanton and The Former Markham Colliery around J29a of the M1 and now known as Markham Vale out of Area by Peter Storey

Resolved No objections.

(3) 20/00232/OUT Erection of a single dwelling on the site which is part of the garden to No. 32 Shuttlewood Road (all matters reserved) at 32 Shuttlewood Road, Bolsover by Mr. Gerry Matthews.

Resolved No objections.

(4) 20/00233/VAR Variation of condition 19 (opening hours) of previous retail development planning permission 19/00541/VAR at Sherwood Lodge, Oxcroft Lane, Bolsover by C/o agent.

Resolved No objections.

(5) 20/00233/VAR Additional information and/or revised plans

Resolved No objections.

(6) 20/00234/FUL Two storey side extension – (Amended Scheme to 19/00542/FUL at 74 St. Lawrence Avenue, Bolsover by Mr. Ashley

Resolved No objections.

(7) 20/00234/FUL Additional information and/or revised plans

Resolved No objections.

(8) 20/00236/FUL To remove existing garage and replace with double garage, construct an oak framed and glazed garden room at the rear of the proposed garage at 3 Villas Road, Carr Vale by Mr. Lee Harper

Resolved No objections.

(9) 20/00241/FUL Construction of detached garage at 5 Leyland Drive, Bolsover by Mr. John Frecknall

Resolved No objections.

(10) 20/00243/FUL Two storey extension to side of 120 Langwith Road, Bolsover by MR. Mark Bosley

Resolved No objections.

(11) 20/00256/MINAM Minor amendment to planning application 19/00719/FUL – Amendment to the layout of Unit B and amendment to a figure listed in condition 6 at Plot 15 off Erin Road Markham Vale Development Chesterfield by Henry Boot Developments Limited

Resolved No objections.

(12) 20/00260/FUL Demolition of existing conservatory to rear elevation and erection of single storey rear extension and all associated works at 27 New Station Road Bolsover by Mr Carl Twell & Miss Jackie Brought

Resolved No objections.

(13) 20/00273/FUL Erection of detached retail unit for ancillary garden centre use WM Morrisons Supermarket PLC Oxcroft Lane, Bolsover by Michael Burns.

Resolved No objections.

(14) 20/00274/FUL Erection of single storey dwelling on land between 1 Valley Cottages and the Bungalow Sherwood Street, Carr Vale, Bolsover by Ward.

Resolved No objections.

(15) 20/00278/FUL The construction of a two storey rear extension and single storey side extension at Nunnery Farm, Chesterfield Road, Shuttlewood by Mr. S. Deakin.

Resolved No objections.

(16) 20/00287/TCON Fell sycamore and replace with small tree species at 1 Pearce Trust Houses, High Street, Bolsover by Rev. Rachel Gouldthorpe.

Resolved No objections.

(17) 20/00291/FUL Two storey extension at Highfield House, Marlpit Lane, Bolsover by Mr. Scott Davis.

077/20-21 To note the planning applications received.

32. **To receive any other items for information only and items to be included on the next Agenda**

Requests were received for the following items to be included on the next agenda.

- Officer and Member protocol.
- Replacement of Bark on Hornsdroft Plan Area
- Quarterly meetings with Mark Fletcher MP.

33. **To note the date of the next meeting**

078/20-21 RESOLVED the next Meeting was confirmed for Tuesday 8th September 2020 at 6.45pm.

34. **Confidential Items**

079/20-21 RESOLVED that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

Meeting closed at 10.16pm

Signed

Dated