

**Old Bolsover Town Council**  
**Town Council Meeting**  
**14<sup>th</sup> June 2022 at 6.45pm**  
**At Bainbridge Hall, Chapel Road, Carr Vale, S44 6JD**  
**A G E N D A**

**PART 1 : NON CONFIDENTIAL INFORMATION**

**1. To receive apologies for absence**

**2. To consider a Variation of Order of Business**

**3. Declaration of Members Interests**

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time. Also, to receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.

**4. Public Speaking**

A period of no more than 20 minutes will be made available to members of the public and Members of the Council to comment on any matter. No one shall speak for more than five minutes. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made at this stage.

**5. Chair's announcements.**

To receive and note any announcement from the Chair.

**6. County Councillors' Report**

To receive verbal or written report from County Councillors representing the area.

**7. District Councillors' Report**

To receive verbal or written report from District Councillors representing the area.

**8. To approve the minutes of the Town Council Meeting held on 10<sup>th</sup> May 2022.**

**9. To determine which items if any from Part 1 of the agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:**

"In view of the confidential nature of item ... to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item. "

**10. Payments for approval**

To approve payments made by the Council in April 2022 (Appendix A) and any additional items for approval.

**11. Meeting Reports**

To receive the minutes and consider recommendations not already included as separate agenda items from the following

11.1 Finance and General Purposes Committee held on 9<sup>th</sup> June 2022 (to follow)

- 12. ValeFest**  
To receive a report from representatives from Carr Vale Football Club on the Valefest Music Festival, following the award of Grant Funding from the Council.
- 13. Meeting Dates**  
To agree to cancel the Finance Meeting scheduled for 5 May 2023 and change the date of the Annual Meeting from 9<sup>th</sup> May 2023 to 16<sup>th</sup> May 2023.
- 14. Annual Town meeting**  
To agree a date for the Annual Town meeting.
- 15. Year End Accounts (Appendix B)**  
To receive and note the final year accounts for the year ending 31<sup>st</sup> March 2022.
- 16. Internal Audit Report (Appendix C)**  
To receive the report from the Internal auditor and consider recommendation to increase fidelity guarantee insurance within the report.
- 17. Annual Governance Statement (Appendix D)**  
To consider responses to the assertions on the Annual Governance Statement for the year ending 31<sup>st</sup> March 2022.
- 18. Accounting Statements (Appendix E)**  
To approve the Accounting Statements prior to submission for external Audit.
- 19. Bank Mandate**  
To receive recommendations from the Finance Committee on changes to the current bank mandate and payment process.
- 20. Financial Regulations**  
To receive recommendations from the Finance Committee on changes to Financial Regulations and consider a quotation for reviewing existing arrangements and provide alternative Financial Regulations to meet the needs of the Council.
- 21. Investment of Reserves**  
To agree proposals for investment of reserves.
- 22. Play Equipment Replacements – Vale Park**  
To approve quotation for replacement of pendulum swing and cradle seat at Vale Park.
- 23. Access Gate – Shuttlewood Park**  
To approve quotation for replacing an “A” frame barrier at Shuttlewood park with an alternative gate.
- 24. Access Gate – Hornscroft Park**  
To approve quotation for replacing or adapting a play area gate at Hornscroft Park.
- 25. Accounts’ Software**  
To approve quotation for upgrading our existing Accounts’ Software to a cloud based solution.
- 26. Community Toilet Scheme**  
To consider a report and recommendations for a Community Toilet Scheme.

27. **Electrical Work – Assembly Hall/Bainbridge Hall**  
To approve quotation for electrical work at Assembly Hall and Bainbridge Hall.
28. **Town Clerk’s Report** (Document A)
29. **To consider Planning Applications** (Document B)
30. **To receive any other items for information only and items to be included on the next agenda**
31. **To note the date of the next Meeting**  
**12<sup>th</sup> July 2022**

## **PART II : CONFIDENTIAL INFORMATION**

If the Council decides to exclude the public for any items on the agenda it will be necessary to pass the following resolution:

32. **To move the following resolution** – “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”.
33. **Temporary Staff**  
To approve the use of temporary staff to cover staff vacancies, sickness leave and holidays and delegate a budget of up to £30K to the Town Clerk.
34. **Manual Worker Vacancy**  
To consider a verbal report and recommendations from the members of the interview panel in respect of the manual worker vacancy that was offered to staff internally prior to going out to open recruitment.
35. **Workforce Vacancies**  
To agree the recruitment process for the Town Ranger position, in the event that the post becomes vacant following an internal appointment, or for a Manual Worker if an appointment is not made and to agree the role of the Personnel Committee in the recruitment process and agree to commence the recruitment process.