

Minutes of the Meeting of Old Bolsover Town Council
Held at 6.45pm on Tuesday 10 October 2023 at At Bainbridge Hall, Carr Vale
Road, Bolsover S44 6JD

Present

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|---|--------------------------|---|-------------------------------|
| A | Cllr. D. Adams | A | Cllr. C. Jeffery (Vice Chair) |
| P | Cllr. A. Clarke | A | Cllr. M. Pearce |
| P | Cllr. R. Clarke | P | Cllr. J.M. Rushby |
| P | Cllr. M. Cresswell | A | Cllr. A. Taylor |
| A | Cllr. D. Hales | P | Cllr. R. Tooth |
| P | Cllr. P. Goodwin (Chair) | P | Cllr. J. Woodhead |

In attendance: Charlotte Taylor - Town Clerk
14 members of the public

1. To receive apologies for absence

Apologies for absence were received from Councillors Adams, Hales, Jeffery, Pearce and Taylor.

2. To consider a Variation of Order of Business

It was resolved to deal with agenda items 17 18 and 19 following agenda item 24 in view of the confidential nature of agenda items.

3. Declaration of Members Interests

There were no declarations of interest received.

4. Public Speaking

Matters raised:

- Queries regarding the Town Council's Notice of Intended Land Disposal, including the risk to the value if the District Council compulsory purchased the parcels of land, District Councillors views on the development and the opportunity for all local developers to ensure market value is achieved.
- State of hedges on New Station Road and Station Road, previously reported to County Council but no improvement to date.
- Plans for Bainbridge Hall and the Assembly Hall, and the issues with car parking at the sites.
- Plans for Moor Lane site, to include purpose-built stage and hall, venue for leisure and other facilities, 4G football pitches, floodlights and event hire.
- Reports of bikes in the cemetery.

5. Chair's Announcements

There were no further announcements from the Chair.

6. County Councillors' Report

There were no County Councillors in attendance.

7. District Councillors' Report

There were no updates from District Councillors.

8. Police representation

There was no police representation at the meeting, September 2023 crime figures were shared in advance of the meeting, and these were reviewed.

9. Confirmation of Minutes

Members received the minutes of the meeting of the Town Council held on Tuesday 12 September 2023.

078/23-24 RESOLVED that the minutes of the Town Council held on Tuesday 12 September are approved as a true and accurate record of the meetings and signed by the Chair.

10. To determine which items, if any, of the Agenda should be taken with the public excluded

079/23-24 RESOLVED that In view of the confidential nature of agenda items 17, 18 and 19 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.

11. Adoption of Policies and Procedures for 2023/24

Members reviewed the policies and procedures listed:

(a) Data Retention Policy

080/23-24 RESOLVED that the Data Retention Policy is adopted.

(b) Performance Management Policy

081/23-24 RESOLVED that the Performance Management Policy is adopted.

(c) Training and Development Policy

082/23-24 RESOLVED that the Training and Development Policy is adopted.

12. Payments for approval

Payments were presented to the Council for approval.

083/23-24 RESOLVED that payments made by the Council in September totalling £104,301.67 are approved.

084/23-24 RESOLVED that the schedule of payments presented for authorisation totalling £24,860.18 are approved for payment.

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|----|----------------------|--|---------------------------------|---------|
| 1 | Alan Brown | | Artisan Entertainment | 250.00 |
| 2 | X 2 Connect Ltd | | K6 glazing bar | 93.00 |
| 3 | Konica Minolta | | Photocopier | 229.00 |
| 4 | Assembly Hall | | Rent for 50+ club | 629.86 |
| 5 | Assembly Hall | | Rent for Visit Bolsover Meeting | 25.99 |
| 6 | Belmont Mowers | | Mower parts | 19.27 |
| 7 | Heron Publishing Ltd | | 1/2 page Ad - Twist Magazine | 270.00 |
| 8 | C Taylor | | Sum up Card Machine | 104.20 |
| 9 | BDC | | Trade Refuse BH/AH/Depot/Cem | 1272.96 |
| 10 | Trade UK | | Water Boiler | 114.99 |
| 11 | Thread Architects | | Bolsover Town Square planning | 4080.00 |
| 12 | Creative Five | | Full Service Marketing Agreemt | 1080.00 |
| 13 | Cloudy IT Group | | IT Support | 279.48 |
| 14 | Worknest | | H and Safety/insurance | 6081.41 |
| 15 | BDC | | Planning Portal Town square | 181.00 |
| 16 | John Barker | | Artisan Entertainment | 400.00 |
| 17 | OSI | | Stationery | 120.18 |
| 18 | OSI | | Wall clock - Town Hall | 21.54 |
| 19 | NAL Plant | | Building Materials | 216.00 |
| 20 | Oxcroft Charity | | CCF - Councillor Jeffery | 24.00 |
| 21 | Heron Publishing Ltd | | 1/2 page Ad - Wings Magazine | 150.00 |

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|----|-----------------------|--|----------------------------|----------|
| 22 | Overseal Pyrotechnics | | Fireworks - Oxcroft | 1900.00 |
| 23 | A Plus Medical | | First Aid - Artisan Market | 225.00 |
| 24 | NL Music | | Artisan Entertainment | 120.00 |
| 25 | Kone | | Service Agreement Lift BH | 128.70 |
| 26 | Freeths | | Prof fees - Old Bol Yard | 2403.60 |
| 27 | Samrac Contracting | | Hand Rails - Castle Fields | 4440.00 |
| | | | | |
| | | | TOTAL | 24860.18 |

13. Meeting Reports

The following meeting reports were presented for consideration:

- (a) Assembly Hall Trustees Management Committee
- (b) Oxcroft Management Committee
- (c) Finance Committee
- (d) Events Committee – verbal report

085/23-24 RESOLVED that following the recommendations from the Events Committee the Artisan Markets continue in 2024 commencing in April and running through to October.

14. Clerk's Report

The Clerk's Report including a summary of Council actions from the first quarter of 2023/24 and the Council Action Plan were reviewed.

086/23-24 RESOLVED to note the Clerk's Report and Council Action Plan.

087/23-24 RESOLVED to approve expenditure in relation to the resurfacing of the Town Square.

(a) Costs for professional fees £6,100 to include:

- Structural Engineer's fees - £2,400
- Quantity Surveyor fee - £1,800
- Quantity Surveyor fee - £1,900
- Structural Engineer's fees - £75 + VAT per hour as required (Travel charged at £0.50/mile).

(b) Survey costs for approval £1,520 to include:

- Topographical and elevation survey £595
- Utility Mapping Survey £650
- Utility Record Search £275

NOTED dates for meeting with Chesterfield Football Club Community Trust; Boots on the Ground.
NOTED Bolsover District Council Notice of Polling Districts and Polling Places Review – no changes to polling districts or polling locations in Bolsover.

15. Requests for grants

- (a) Bolsover District Council, Holiday Activity and Food Programme - £170 (room hire at Bainbridge Hall for October half term).

088/23-24 RESOLVED that grant funding of £170 is approved.

- (b) Bolsover CVS on behalf of New Bolsover In Colour - £67.75 (room hire at Bainbridge Hall for 31 October).

089/23-24 RESOLVED that grant funding of £67.75 is approved.

16. Planning applications

The following Planning Applications were considered at the meeting.

- (1) 23/00005/FUL Demolition of existing outbuilding to rear and the development of a detached dwelling at 65 Charlesworth Street, Carr Vale by Shaun Coupe.
- (2) 23/00468/FUL Modifications to existing single storey bungalow to create a dormer bungalow (revised application 22/00409/FUL) at The Bungalow, Sherwood Street, Carr Vale by Lynn Kitson.
- (3) 23/00483/TPO Tree works covered by TPO/BOL/32 to (thin/reduce by 30%) on 3 sycamore trees. Front of 15 Cavendish Road, Front of 13 Portland Avenue, and Side of 52 Portland Avenue by Mr Richard Camps.
- (4) 23/00490/FUL Demolition of existing dwelling and erection of 3 bed dwelling with annexe above garage at 183 Shuttlewood Road, Bolsover, by Mr C Tyas.
- (5) 23/00491/FUL Erection of 1 pair of 2 bed semi-detached dwellings at 38 Town End, Bolsover, by Mr Rob Lee.
- (6) 23/00492/TPO Cut back overhanging branches to boundary line trees (TPO/67) at Croft House, Welbeck Road, Bolsover, by Mr P Sissons.
- (7) 23/00505/FUL Retention of change of use of existing building as boarding kennels (including increase in number of kennels from 5 to 10) by C Sivyer
- (8) 23/00507/FUL Change of use from the existing retail use to provide holiday accommodation 8 Cavendish Walk, Bolsover by Mr Lewis Hutton.
- (9) 23/00512/FUL Two storey rear extension, loft conversion with dormer to the rear and gable end to the front and dropped kerb at 14 Castle Lane, Bolsover by Mr Faisal Mahfooz.

Planning Appeal – Appeal by Beverly May and Philip Turton, planning application number 22/00649/FUL change of use to a dwelling and external alterations at St. Bernadettes Church, 59 High Street, Bolsover – Reference APP/R1010/W/23/3317479 (**notice of additional documents**).

Public Path Diversion Order – Proposed diversion of public footpaths: Staveley No 29 (pt) and Bolsover No 34 (pt)

17. Garage Site at Bentinck Road

Agenda item 17 was dealt with as an exempt item.

18. Old Bolsover Yard – Report to Council

Agenda item 18 was dealt with as an exempt item.

19. Staffing Update and Training Requirements Report

Agenda item 19 was dealt with as an exempt item.

20. DCC Snow Warden Scheme

The Council considered signing up to Derbyshire County Council's Snow Warden Scheme.

090/23-24 RESOLVED to not proceed with the scheme this year.

21. Speed Indicator Devices

To review project costings for the installation of Speed Indicator Devices and consider potential locations for installation.

091/23-24 DEFERRED to November meeting.

22. Workforce Machinery

To review a proposal for workforce machinery from the Allotments Committee.

092/23-24 RESOLVED to purchase a mini digger, following consultation with the workforce, Clerk and Allotments Committee at a maximum cost of £20,000.

23. Cotton Street Pedestrian Area Project Plan and Risk Assessment

To review the proposal and risk assessment for the installation of bollards on Cotton Street in the pedestrian area for submission to Derbyshire County Council Highways Team for approval.

093/23-24 RESOLVED to seek approval from the County Council for the proposal to install 4 black rising bollards, two to be installed on Cotton Street below the Post Office, one at the exit with Market Place and one at the Cenotaph.

24. To note the date of the next meeting

The date of the next meeting was confirmed as Tuesday 14 November 2023 at 6.45pm at Bainbridge Hall.

094/23-24 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.

17. Garage Site at Bentinck Road

The Council considered a request from Bolsover District Council in relation to a section of the garage site at Bentinck Road owned by the Town Council.

095/23-24 RESOLVED to re-open discussions with the District Council in relation to the section of land at Bentinck Road.

18. Old Bolsover Yard – Report to Council

The Council reviewed the update report on the purchase of Old Bolsover Yard.

- (a) Both parties have signed contracts and transfer documents, the completion date is pending, but likely to be mid-October.
- (a) The vacancy for a permanent Events Co-ordinator working 30 hours per week on SCP Scale 18-23 pro rata has now closed.
- (b) Future management and IP Rights.
- (c) Review of existing leases and proposal to engage legal advisor to prepare surrender of the existing leases, and issue new ones to include services as advised by Freeths.

096/23-24 RESOLVED to appoint Jo Taylor as the permanent Events Co-ordinator.

097/23-24 RESOLVED to make an offer of £1,000 for the IP rights to Old Bolsover Yard to include the logo, website, social media pages and email address.

098/23-24 RESOLVED to engage Freeths to proceed with the surrender of the existing leases, and issue new ones to include services as advised by legal team, subject to confirmation of costs.

19. Staffing Update and Training Requirements Report

The Council reviewed the report including training requirements.

098/23-24 RESOLVED to note the staffing update and training requirements report to Council.

Meeting closed at 8:30pm

Signed

Dated