

Minutes of the Virtual Annual Meeting of Old Bolsover Town Council
Held at 6.45pm on Tuesday 9th June 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	A	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)
No Members of the Public

1. **Apologies for Absence**

Apologies were received from Councillor J. Rushby (work commitments)

2. **Variation to Order of Business**

None.

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

Councillors Adams, Clarke and Cooper declared a non pecuniary interest in item 22 - Planning matters as members of Bolsover District Council Panning Committee.
Councillors Bagguley and Cooper declared non pecuniary interest in item 20 – Flooring – Assembly Hall.

4. **Public Speaking**
(a) **Public**

No members of the public were present at the meeting.

(b) **County Councillors**

County Councillor Joan Dixon attended the meeting.

Matters raised:

- Issue with 1A bus service being withdrawn because of turning issues at Sutton Hall Road.
- Delay in public consultation starting on parking restrictions because of coronavirus, but were due to commence shortly.
- Easing of lockdown – Derbyshire County Council had been given money to encourage active travel. This would fund signage for social distancing, widening footpaths and provision of cycle tracks.

(c) **District Councillors**

County Councillor Nick Clarke attended the meeting.

Matters raised:

- Langwith Road Tree Planting Scheme put on hold due to coronavirus – hoping to plant in autumn.
- Cotton Street traffic restrictions.

(d) **Town Councillors**

Matters raised:

- Question about request for shower adaptation for a resident on Pattision Street.
- Query about opening of play areas.

5. **Confirmation of Minutes**

027/20-21 RESOLVED that, the minutes of the Town Council meeting held on 12th May are duly accepted as a true and accurate record.

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

028/20-21 RESOLVED there were no items from part 1 of the Agenda to be taken with the public excluded.

7. **Chair's Announcements**

There were no announcements from the Chairman.

8. **Payments for approval**

029/20-21 RESOLVED that expenditure for April 2020 of £39,379.21 is approved.

9. **Year End Accounts**

Members received a copy of the Income and Expenditure statement for the full financial year ending 31st March 2020.

030/20-21 RESOLVED that the accounts for the year ending 31st March 2020 are noted.

10. **Internal Audit Report**

The Town Clerk informed members that the Internal Audit had been completed. Members received a copy of the Annual Internal Report covering the financial year ending 31st March 2020. The Report stated that there were no matters arising from the 2019/2020 internal audit which necessitate bringing to the attention of members.

031/20-21 RESOLVED that the report received from the Internal Auditor is noted.

11. **Annual Governance Statement**

Members considered the nine statements on the Annual Governance Statement for 2019/20.

032/20-21 RESOLVED that members acknowledge their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the

Accounting Statements. The Council confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31st March 2020 that Statements 1 to 9 on the Annual Governance Statement are agreed and that the Annual Governance Statement is approved.

12. **Accounting Statements**

Members received the Accounting Statements for 2019/20.

033/20-21 RESOLVED that the Accounting Statements are approved.

13. **Committee Reports**

(a) **Finance and General Purpose Committee – 4th June 2020**

Members received the minutes from the meeting.

034/20-21 RESOLVED that the minutes are noted.

14. **Procurement**

Members received a report on procurement identifying the current unallocated reserves of £406,471 and details of projects totalling up to £6.1m (£1.18m excluding the Moor Lane Site). Each project was broken down to show how each item would be financed.

Members were informed of legal requirements that Local Councils must adhere to in the procurement process and received information about framework agreements as an alternative to carrying out a full tender process. Councillors were provided details of charges from Bolsover District Council Procurement Officer to do this work on behalf of the Council.

A list of finance sources was included and members were made aware that any borrowing would require approval from the Secretary of State.

Members considered the level of reserves and how each project would be financed.

Members discussed the role that the Derbyshire Association of Local Councils (DALC) play in the application process and considered whether joining DALC would expedite the application process.

Councillor Adams suggested that the retractable bollards could be temporarily put on hold as he was aware that the District Council were considering utilising CAN ranges as traffic wardens.

035/20-21 RESOLVED that the Council:-

- (i) Continue to hold a maximum of 50% of the precept in reserves.
- (ii) Agree to move the following projects to procurement stage, which will include associated steps including seeking borrowing approval (if required), obtaining planning approval (if required) and commencing public consultation.

- Skate park
- Hornscroft Park Lighting
- Bentinck Play Area
- Town Square

- Retractable Bollards
 - Public Toilets.
- (iii) Agree to use Bolsover District council to provide procurement services for the Council.
- (iv) Consider membership of DALC at the next Council Meeting.

15. **Plans for Re-opening Office**

A report was considered outlining additional measures that would need to be put in place to ensure safe distancing and safe working practices.

036/20-21 RESOLVED that the office is re-opened to the public on Monday 15th June implementing the additional measures identified in the report.

16. **Bentinck Play Area**

A report was received on Bentinck Road Play Area for Council to allocate a budget and consider whether fencing and a gate was included in the scheme.

037/20-21 RESOLVED that the Council

- (i) Agree to seek external funding via Veolia to finance the provision for the play area on Bentinck Road with fencing and gate in addition to the grant funding received from Derbyshire County Council.
- (ii) That in the event of funding not being available by the end of 2020, Council commit £28,000 to the project.

17. **Council Website**

A discussion took place regarding the Council website. Quotations were being sought for either upgrading the existing website to a new format, through the existing provider, or have a bespoke website.

Members were asked to put their views and comments to the Proboards post prior to the next meeting and also look for other ideas from other local Council websites.

038/20-21 RESOLVED that quotes are obtained for a decision at the next meeting.

18. **Building Surveys**

Members considered three quotations received for carrying out building surveys for the Town Hall, Assembly Hall and Bainbridge Hall.

039/20-21 RESOLVED that the Council do not proceed with the Building Surveys on the buildings and obtain quotations for work from builders.

19. **Local Business Support**

Members discussed contacting local businesses to see if they were interested in forming a local business forum. The Council would be able to facilitate virtual and physical meetings.

Members were informed that Bolsover District Council were creating a Town Centre Manage Post, which may provide a way for getting our message out to businesses.

20. **Flooring – Assembly Hall (Small Hall)**

Members considered a report seeking a grant for Bolsover Assembly Hall to replace the floor in the small hall and install wireless access points.

040/20-21 RESOLVED that the Council provide a grant of £10,000

21. **Town Clerk's Report**

Items for Decision

21.1 **Market**

Members considered a date for the re-instatement of market rents.

21.2 **Food and Drink Festival**

The Clerk suggested a change to the date proposed for the Food and Drink Festival next year due to a conflict with other local events taking place of the weekend of the 24th/25th July 2021.

21.3 **Citizens' Advice Bureau**

Members were informed that the Council had received notice from Citizens' Advice Bureau, giving three months' notice to terminate their agreement for office space at Bainbridge Hall and will be vacating at the end of August 2020.

041/20-21 RESOLVED that market rents continue to be suspended and reviewed at the September Council meeting.

042/20-21 RESOLVED that the Food and Drink Festival is changed to 17th and 18th July 2020

043/20-21 RESOLVED that the report from the Town Clerk is noted.

22. **Planning Matters**

Members considered the following planning applications.

(1) 20/00189/FUL First floor extension to the side and extension to the rear to infill existing void at 53A Welbeck Road, Bolsover by Mr. Godfrey - No objection

(2) 20/00204/FUL Conservatory at 53 Cavendish Road, Bolsover by Kevin Lucas - No objection

(3) 20/00221/FUL Change of use of land to three traveller pitches 255A Shuttlewood Road, Bolsover by Ms. E. Piggott

044/20-21 RESOLVED that an objection is submitted for application 20/00221/FUL

Members raised concerns that the applicant was not complying with planning conditions attached to the existing approved application.

- Residential building line being taken further down Church Road
- Impact on character or appearance of the area.
- Loss of countryside.

The Clerk was asked to draft the objection and circulate to all members prior to submission.

045/20-21 RESOLVED to note planning applications received.

23. **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.

- Review of Staffing Structure.
- DALC Membership
- Commencing a consultation exercise on Moor Lane Site.

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

046/20-21 RESOLVED the next Meeting was confirmed for Tuesday 14th July 2020 at 6.45pm.

25. **Confidential Items**

047/20-21 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 9.55pm

Signed

Dated