

**WHITWELL PARISH COUNCIL**  
**Minutes of the Meeting of the Council**  
**held at Whitwell Community Centre**  
**at 19.00 on Wednesday 10 April 2013**

**Present:**

Councillor S Maiden (Chair)	Councillor K Austin
Councillor S Ellis	Councillor V P Mills
Councillor T Munro	Councillor G Webster
3 members of the public	2 PCSO's

**1 Apologies for absence**

Apologies were received from Cllr J Raspin and Cllr K Stevenson

**2 To consider applications for Dispensation of Disclosable Pecuniary Interests**

There were no requests for dispensations.

**3 It was resolved to suspend Standing Orders to permit a fifteen minutes open forum for:**

**3.1 Members of the Parish Council and the public to discuss matters of importance with the County Councillor**

Cllr Stevenson was not present, but the following issues were raised.

- 3.1.1 An update on cars parking at the junction of Duke Street and Welbeck Street and the damaged bollard near the Co-op.
- 3.1.2 The handrail at the Station Road end of Welbeck Street recreation ground has been dismantled.
- 3.1.3 Cllr T Munro informed that the County Council election in May is before our next meeting and Cllr Stevenson will not be re-standing. The Parish Council would like to record their thanks to Cllr Stevenson for the service he has given to the Council. This also applies to the public.

**3.2 Members of the Parish Council and the public to discuss matters of importance with the police**

Crimes committed during March:

1 taxi fare not being paid, 1 burglary, 1 burglary non-dwelling, 1 theft, 1 criminal damage, 1 wheelie bin fire, 2 damaged vehicles, 1 stolen car.

Cllr T Munro informed of a youth who flashed his bottom. Police said they had been present at the youth club. Cllr K Austin informed of a moped on Welbeck Street recreation ground on Saturday and he provided the registration.

**3.3 Members of the public to discuss matters of importance with the Councillors present**

The following items were raised:-

- 3.3.1 Welbeck Street bus shelter – Cllr G Webster has instructed this to be cleaned today.
- 3.3.2 Workmen seen walking together in line, to be investigated.
- 3.3.3 Cllr K Austin has received a report of an alleged incident concerning a local business.
- 3.3.4 Cllr V Mills enquired about the whereabouts of the Swingo's. Cllr G Webster informed that employees would not use them but 4 part-time workers have now been employed to work the machines and they should be on the roads by next week.

**4 Resumption of Standing Orders**

It was resolved to resume Standing Orders.

**5 Consideration of matters arising from Items 3.1 to 3.3 above**

Item 3.1.3 – Letter of thanks to be sent to Cllr K Stevenson.

Item 3.3.3 – Letter to Environmental Health with a copy to the local business.

**6 Approval of the Minutes of the Parish Council held on 13 March 2013**

Item 3.1.4 – The figure from the reserves will be checked with Cllr Stevenson.

Item 3.3.1 – “bankrupcy” is missing a “t”.

Item 7 – Cllr Webster had reported that Bolsover could not take any more traffic.

The minutes were then approved and duly signed by the Chairman as a correct record of that meeting.

## 7 Reporting of Matters Arising from the Minutes of the Meeting held on 13 March 2013

Item 3.3.2 – Cllr T Munro informed of posters in Clowne. Clowne Parish Clerk could provide the poster in disk format at a cost of £30.

Item 3.3.1 – Cllr G Webster informed that both parties have now agreed to sign the documentation.

Item 12 – Cllr T Munro reported that he thought the grass verge at Boalers corner had been cleared. Cllr G Webster confirmed this; it has been cleared from the Common down.

Item 13 – Clerk had received a response from BDC regarding the emptying of dog bins, but she had not received any information of incidences when complaints had been reported to pass on to them.

Item 14.1 – Cllr S Maiden raised an issue that part of the new estate appeared to be in the Whitwell Parish. It was agreed that the Clerk contact BDC.

## 8 Accounts for approval and payment

There were no budget heads on the report. A breakdown was requested when there are two budget heads.

The following accounts were approved for payment and the cheques duly signed.

Cheque No.	Payee	Goods/Service	Amount	Budget Head
103567	Lafarge Aggregates Ltd	Matched Funding	3839.29	
103568	Sutcliffe Play	Play Equip	807.05	
103569	Whitwell Service Station Ltd	Vehicle Service	317.70	
103570	Information Commissioner	DPA 1998	35.00	
	<b>Total</b>		<b><u>4999.04</u></b>	

### Direct Bank Payments to be Authorised

Payee	Goods/Services	Amount
Whitwell Community Centre	Photocopier	298.80
Whitwell Community Centre	Cleaning Materials	271.06
Whitwell Community Centre	Various	119.62
Fire & Light Ltd	Fire equipment service	100.80
Global Coolect BV (Bullguard)	Anti-Virus	99.95
Baker Ross Ltd	Playscheme equipment	91.47
Mole Country Stores Ltd	Materials	22.97
Bolsover District Council	Store Licence Fee	10.00
DCC	Superann Mar 13	1574.76
HMR&C	Tax & NI Mar 13	1489.25
Planterior Landscape Services	Contract Mar 13	556.80
Office Depot Ltd	Stationery	94.34
Turner & Wilson (Whitwell) Ltd	Snow Clearing	93.57
Unite The Union	Union Subs Mar 2013	57.42
<b>Total</b>		<b><u>4880.81</u></b>

## 9 Financial Reports

The Clerk presented the Payroll Report for the period to 31 March 2013. It was **resolved** to accept the report.

## 10 To consider the organisation of a Parish litter-pick (Cllr G Webster)

Cllr G Webster informed that Mr Stuart Mosley is prepared to help organise a litter pick. It was **resolved** to write to Mr Mosley inviting him to meet with members of the Council. It was also **resolved** to write to the primary school to ask if some of the older children could participate.

## 11 Internet Access (Cllr K Austin)

Cllr K Austin informed of how the staff and public access the internet. He informed of the possibility of changing the Community Centre's internet access and installation of blanket wireless access provision at the Community Centre, with the provision of a terminal, which would cost in the region of £400-£600.

## 12 To consider the upgrading of the Council's Workshop

The Clerk had received 4 quotes for the re-wiring of the Council's workshop. It was **resolved** to accept the quote received from Phil Hodges, subject to consulting with the leaseholder.

## 13 Correspondence

13.1 Email from DCC Minerals Plan Team – Local Aggregate Assessment for Derby.

13.2 DALC Circular No. 07/2013 – Section 137, Quality Parishes Scheme, Planning, Community Infrastructure Levy, Clerk/RFO Vacancies Hodthorpe & Creswell.

It was **resolved** to deal with the following items of correspondence as follows:-  
Item 13.2 - Quality Parishes Scheme to be an agenda item in May.

## 14 Planning Matters

The following applications were considered:

- 14.1 13/00061/FUL – Conversion of carport into living accommodation, 6 Sunnyside, Whitwell S80 4SP. Cllr V Mills declared an interest in this item. There were no objections.
- 14.2 13/00092/FUL – Single storey extension to rear of 13 The Greenway, Whitwell 80 4SY – No objections.
- 14.3 13/00093/FUL – Single storey rear extension and change flat roof to pitched over existing garage/proposed extension, 2 South View, Whitwell S80 4NP – No objections.
- 14.4 13/00104/FUL – Two storey extension to side and loft conversion, 23 Franklin Avenue, Whitwell S80 4PP – No objections.

## 15 Progress Reports

### Cemetery

Mr Slack, Senior Technician, DCC had called at the Cemetery whilst in the area but did not see the car park site. Clerk would send him information contained in our planning application and again request a site visit.

### Initiatives Committee

The project had been registered on 2 April. The Parish Council's cheque for the match-funding was signed this evening. Clerk would contact Entrust to try to expedite progress.

### Playscheme

The Easter playscheme had run extremely well. The number who attended was lower than expected.

## 16 Date of Next Meeting

The Annual Meeting will be held at the Whitwell Community Centre on Wednesday 8 May 2013 at 7.00 pm.  
The Open Parish Meeting will be held at the Whitwell Community Centre on Wednesday 17 April at 7.00 pm.

## 17 Suspension of Standing Orders to permit a fifteen minute open forum for members of the public to comment on items discussed at this meeting

17.1 Cllr G Webster informed of replaced street signs at a cost of £400 each.

## 18 Resolution to exclude members of the public and press from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

Cllr K Austin spoke about general I.T. security and the WCC/WPC internet access. It was **resolved** that Cllr K Austin prepare a full report for the next Parish Council meeting, the Clerk would seek advice from DALC on the appropriate procedure and that encryption is dealt with now rather than after the next meeting.

The Clerk informed of a planned operation for a member of staff.

Cllr S Maiden informed that the Clerk had been in post for 1 year and an appraisal would be undertaken. The RFO would also receive an appraisal.

It was **resolved** that the RFO be present at future meetings with all relevant documentation in order to enable the Council to conduct its business.

An health and safety issue was raised about improper use of the fire exit door by staff. It was **resolved** to write a letter to staff informing them that the fire exit door is not to be used for personal use. The letter would be given to their Line Manager for distribution.

A request was received from Cllr G Webster that at the Pensioners' coffee mornings, if the Manager and the Full-time Handyman are absent from work, then the Part-time Handyman be asked to put the tables out and take them down.

There being no further business the Chairman declared the meeting closed at 9.00 pm.

Signed ..... Chairman

Date .....

Abbreviations used:

ABC – Acceptable Behaviour Contract  
ASBO – Anti-Social Behaviour Order  
ASC – After School Club  
BDC – Bolsover District Council  
BLSP – Bolsover Local Strategic Partnership  
CAN - Community Action Network  
CCTV – Closed Circuit Television  
C&DCT – Clowne and District Community Transport  
Cllr – Councillor  
CRB – Criminal Record Bureau  
DALC – Derbyshire Association of Local Councils  
DCC – Derbyshire County Council  
DCLG – Department of Communities and Local Government  
DEFRA – Department for Environment, Food and Rural Affairs  
DET – Derbyshire Environmental Trust  
DoT – Department of Transport  
H&BPC – Hodthorpe & Belph Parish Council  
HGV – heavy goods vehicle  
IT – Information Technology  
LGA – Local Government Act  
LGPS – Local Government Pension Scheme  
LSP – Local Strategic Partnership  
NALC – National Association of Local Councils  
NSLAG – The National Society of Allotment & Leisure Gardeners  
ODPM – Office of the Deputy Prime Minister  
PC – Parish Council  
PCSO – Police Community Support Officer  
PCT Primary Care Trust  
RFO – Responsible Financial Officer  
Subs – Subscriptions  
SLCC – Society of Local Council Clerks  
Superann – Superannuation  
T&GWU – Transport and General Workers Union  
WCC – Whitwell Community Centre  
WCCMC – Whitwell Community Centre Management Committee  
WPC – Whitwell Parish Council