

BLACKWELL PARISH COUNCIL – Minutes

Minutes of the Blackwell Parish Council Meeting held on Monday 8th January 2024 at Blackwell Community Centre.

PRESENT

Cllrs: I Newham (Acting Chair), C Moesby, B Stocks, S Renshaw, T Gascoyne and A Burrows

ALSO PRESENT

K Poynter (Clerk)

Members of Public: 3

1158/2024 To Receive Apologies for Absence

RESOLVED: to accept the apologies put in by Cllrs Poulter (illness), Knox (illness) and Wilkinson (family commitment)

Mover: Cllr Gascoyne

Seconder: Cllr Stocks

Agreed by All

1159/2024 To confirm the Acting Chair and to elect an Acting Vice Chair

RESOLVED: That Cllr Newham should remain as Acting Chair

Mover: Cllr Gascoyne

Seconder: Cllr Stocks

Agreed by All

RESOLVED: That Cllr Gascoyne should be Acting Vice Chair

Mover: Cllr Newham

Seconder: Cllr Moesby

Agreed by All

1160/2024 Variation of Order of Business (if required)

To be decided as relevant items arise

1161/2024 Declaration of Members Interests

Cllrs Moesby and Renshaw declared an interest in any payments that would relate to Bolsover District Council due to being District Councillors

And other interests to be declared as relevant items arise.

1162/2024 Public Speaking

A member of public asked about the request from Bolsover District Council/Dragonfly Developments to use part of the Blackwell Community Centre car park in the plans for the redevelopment of Woburn Close. It was noted that road parking would also be more difficult due to the new properties having driveways.

There was a discussion about potholes in Westhouses and Blackwell. It was advised that residents should continue to report potholes to Derbyshire County Council via the online portal and that if there is ironwork around them, that is a Severn Trent issue. There is currently a county-wide backlog. There was a discussion about a male knocking on residents doors at night trying to sell items and intimidating them if they say no. Cllr Gascoyne said that he had spoken to the Police and they had advised recording any interaction and letting the person know that they were being recorded. Any incidents should be reported to the Police.

A member of the public suggested checking phone numbers on the booking forms and website as they had a copy of a form with the old phone number registered.

There was a conversation about dog poo and litter. It was advised that if anyone sees dog poo not being cleared up, they should take a photo and report it to Bolsover District Council through the website. There are plans to organise a litter pick in Blackwell as the litter seems to be increasing and the council will check all registered bins are still in place.

Staff are in the process of updating the first aid boxes in parish buildings.

County Cllr Barron sent his apologies along with the message that if anyone is having problems with flooding, then they should get in touch with him.

Report from District Cllrs Moesby and Renshaw

Bolsover District Council have received the financial settlement from the government for £300,000, which is half of what was expected.

Cllr Renshaw will be attending the Derbyshire County Council Cabinet Meeting where they will discuss funding cuts.

Chairman's Signature: _____ Date: _____

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It was noted that the crime figures were down for October 2023.

- 1163/2024 To confirm the minutes of the Parish Council meetings held on Monday 8th January 2024**
RESOLVED: to accept the minutes of the above meetings. Signed by the Chair.
Mover: Cllr Stocks Seconder: Cllr Burrows Agreed by All
- 1164/2024 Acting Chairman’s Announcements**
No announcements were made.
- 1165/2024 Report from the Clerk**
- The damage to the hedges on Charnwood Recreation Ground following the installation of new fences, and the theft of the insulation sheets from behind Newton Community Centre have been officially reported to the Police.
 - The Admin Assistant is now back from leave and it is hoped that a parish newsletter will be issued in time for Easter.
- 1166/2024 Financial Reports and Matters**
RESOLVED: to accept the list of payments for November and December
Mover: Cllr Stocks Seconder: Cllr Gascoyne Agreed by All
- The Interim Internal Audit Report was reviewed by the council. The two areas that were noted by the Auditor are review internal controls – a policy has since been drawn up, and transparency – which is currently being updated on the website.
- RESOLVED:** to accept the Interim Audit Report
Mover: Cllr Moesby Seconder: Cllr Gascoyne Agreed by All
- It was agreed to defer appointing new bank signatories and a Council Member who would be able to review invoices and bank reconciliations until the next meeting due to the reduced number of Councillors in attendance at this meeting.
- 1167/2024 Precept for 2024/25**
RESOLVED: to confirm that the precept request for 2024/25 stand at £290,250 (up from £270,000 in 2023/24) as per the budget predictions, and to inform Bolsover District Council. This would be an increase on a band D property from £216.21 for 2023/24 to £236.11 for 2024/25.
Mover: Cllr Gascoyne Seconder: Cllr Stocks Agreed by All
- 1168/2024 Committees**
It was agreed that a Finance and HR Committee meeting should be held in February (the Clerk to get in touch with relevant members to secure a date and time) and the next Parks, Floral and Events Committee be held at 6pm on Monday 5th February, before the main council meeting.
- 1169/2024 Charities (LGA 1972 s139 (1))**
RESOLVED: That the Clerk should be the main contact/administrator for the three charities - Hilcote Miners Welfare and Community Centre (520416), Newton War Memorial Playing Fields (520418) and Westhouses Memorial Playing Field (520419) on the Charity Commission website.
Mover: Cllr Gascoyne Seconder: Cllr Stocks Agreed by All
- RESOLVED:** that the meetings for Newton War Memorial Playing Fields and Westhouses Memorial Playing Field should take place after the Parks, Floral and Events Committee meeting on Monday 5th February 2023, that Cllrs Newham, Stocks and Knox should sit on the charity committee for Hilcote Miners Welfare and Community Centre and that a meeting should be arranged for February 2023.
Mover: Cllr Moesby Seconder: Cllr Gascoyne Agreed by All
- 1170/2024 Parish Buildings (LG(MP)A 1976 s19 / LGA 1894 s8(1)(i))**
Newton Community Centre is being painted this week – the colour suggestion from the contractor is White Mist rather than Magnolia. The heating has been turned up to help the screed dry fully in time for the top layer to go on next week. The chairs have been cleaned down.

Chairman’s Signature: _____ Date: _____

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RESOLVED: that funding be sought for a portable PA system and other association audio visual equipment that could be moved between the three centres depending upon need.

Mover: Cllr Gascoyne

Seconder: Cllr Moesby

Agreed by All

RESOLVED: that a meeting should be arranged with Bolsover District Council to discuss the Dragonfly Development request to take up part of the Blackwell Community Centre Car Park as part of the Woburn Close redevelopment.

Agreed by All.

It was noted that the gas servicing had taken place and that everything has been passed, and that the shutter above the front door at Hilcote Community Centre was in need of some attention, and that the meeting needed to be set up with the Designated Premises Supervisor to put together an agreement that would be acceptable to both parties.

RESOLVED: to discuss a request for hire that classes with a pre-booked hire in closed session without press or public present because it would entail talking about personal information.

Mover: Cllr Moesby

Seconder: Cllr Burrows

Agreed by All

RESOLVED: following the recent e-mail from the current phone supplier stating that the contract is verbal, to put the contract for phone and broadband out to tender and to talk to the Procurement Team at Bolsover District Council for advice.

Mover: Cllr Gascoyne

Seconder: Cllr Burrows

Agreed by All

1171/2024 Highways/Provision of Buses

There are no updates on ongoing issues.

There was a brief discussion about the retrofit of safety areas to the M1.

1172/2024 Recreation and Outdoor Areas (LG(MP)A 1976 s19(3))

- It was reported that there was no current additional news on Bamford Street play area.
- Additional CCTV has been installed on Charnwood Recreation Ground and Scanderlands Recreation Ground.
- Cllr Newham updated the Council on events at Doe Hill Park – the park gate has been left locked when flooding has occurred to prevent anyone getting stuck in the car park.
- There was a discussion about the seating in the parish – particularly regarding seats for ex-council members who have passed away. It was agreed that seating should be continued to be looked at by staff, with the focus on environmentally friendly plastic options.
- There was a discussion about rubbish in Blackwell and whether the bins need to be replaced by the shop and a bin placed on the park on North/South Street. It was agreed to do a quick survey of the bins in the area to see what state they are in.
- There was a discussion about the damage caused by the recent storms – particularly with flooding affecting Red Barn Close, Pasture Lane and near St Werburgh's. It was agreed that in the first instance information should be gathered to put on the website to direct people to the correct agencies for help with issues such as flooding and reporting pot holes.

1173/2024 Allotments

There are no current updates.

1174/2024 To consider planning reports received:

RESOLVED: that for planning report 23/00597/FUL, the council objects on the grounds that it is not suitable for the commercial use it has been designated as the highway is narrow and therefore restricted, and there are limitations on parking. The council would also like to note that this facility is already causing significant impact and concern for local residents and is affecting people's quality of life.

Mover: Cllr Gascoyne

Seconder: Cllr Stocks

Agreed by All

1175/2024 To consider the adoption of the following policies

RESOLVED: To adopt the following policies – Grant Awarding, Internal Controls and Mobile Devices

Mover: Cllr Newham

Seconder: Cllr Gascoyne

Agreed by All

Chairman's Signature: _____ Date: _____

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- 1176/2024 Biodiversity**
It was agreed that further discussions on biodiversity should be deferred to the February meeting.
- 1177/2024 Correspondence Received**
It was noted that the DALC newsletter had been sent out.
- 1178/2024 Councillor Training (LGA 1972 s111)**
It was agreed that the Clerk would contact council members to see what training they would be interested in undertaking.
- 1179/2024 Staffing (LGA 1972 s112(2))**
It was agreed that in order to protect vulnerable staff, contractors, Councillors and members of the public, that if a staff member has a family member or partner who tests positive for Covid, that, where possible, they should work from home for up to five days until infection time is cleared. This assumes that the staff member is well enough to work, in which case they would be off sick anyway.
- RESOLVED:** to discuss remaining staffing matters in closed session because reference to individuals is required.
Agreed by All
- It was agreed to suspend Standing Orders at this point.
- Annual leave dates for the Clerk were noted.
- 1180/2024 Date and Time of Next Meeting**
Monday 5th February 2024, 7pm at Hilcote Community Centre, unless Newton Community Centre is back open for use.
- At this point press and public were asked to leave so that items of a confidential nature could be discussed.
- There were discussions about staffing matters and hire of Hilcote Community Centre.
- At this point it was agreed to re-instate Standing Orders
- 1181/2024 Staffing**
RESOLVED: that following a request from a member of staff regarding working hours, to approve changes to working practices on a trial basis, with conditions in place in order to protect staff and council interests, to be reviewed after 6 months.
Mover: Cllr Stocks Seconder: Cllr Renshaw Agreed by All
- 1182/2024 Parish Buildings**
RESOLVED: that the council would be willing to pay two members of staff to help to clear up after a booking at a cost of £80. Such requests would be looked at on a case-by-case basis.
Mover: Cllr Renshaw Seconder: Cllr Burrows Agreed by All

The meeting closed at 9.29pm

Chairman's Signature: _____ Date: _____

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Date: 05/01/2024

Blackwell Parish Council

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Time: 13:59

Cashbook 1

User: 6128.K.POYNTER

Current Bank A/c

For Month No: 8

Payments for Month 8			Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
1/11/2023	Trade UK	TradeUK	211.91	211.91		500		padlock, brush
1/11/2023	Leaseplan	lease	353.83	353.83		500		Van Lease
1/11/2023	Bolsover District Council	rates hcc	21.00	21.00		500		BDC HCC Rates 23/24
2/11/2023	Dexter Bullock	BACS	357.99			4320 150	357.99	Bullock reimburse winter plant
6/11/2023	Amazon	BACS	39.88			4325 150	39.88	Amazon Christmas Flags
6/11/2023	Amazon	BACS	8.59			4405 150	8.59	Amazon lest we forget flag
6/11/2023	Amazon	CARD	104.05			4320 150	104.05	Amazon lights/batteries 4 tubs
7/11/2023	Allstar Business Solutions	allstar	100.75	100.75		500		Allstar Fuel
9/11/2023	Water Plus Group Limited	water bcc	60.50	60.50		500		Water+ updates charges BCC
9/11/2023	Water Plus	water ncc	96.95	96.95		500		Water+ charges NCC sep/oct
9/11/2023	C&L Janitorial Ltd	c&l	216.05	216.05		500		C&L Janitorial supplies BC HC
9/11/2023	Clarkes Cemetary Services	clarkes	620.00	620.00		500		Clarkes Cemetery Services Oct
9/11/2023	Bolsover District Council	bdc01	520.80	520.80		500		BDC annual play inspections
9/11/2023	Bolsover District Council	bdc02	5,684.11	5,684.11		500		BDC staff costs September 2023
9/11/2023	Bolsover District Council	bdc03	147.66	147.66		500		BDC wetpour westhouses
9/11/2023	Bolsover District Council	bdc04	1,725.16	1,725.16		500		BDC Admin fees for electric
4/11/2023	Namesco Limited	names	39.47	39.47		500		Renewal SMTP Access
5/11/2023	Microsoft Ireland Operations L	micro	7.20	7.20		500		Microsoft subscription
5/11/2023	Microsoft Ireland Operations L	annual sub	79.99	79.99		500		P/Ledger Electronic Payment
7/11/2023	Corona Energy	corona	396.01	396.01		500		Corona Electricity CP Oct ;
0/11/2023	Hargan Electrical / Martyn Jon	hargan1	619.04	619.04		500		Hargan 50% cocts CCTV
0/11/2023	Chaplins Pantos	chaplins	1,224.00	1,224.00		500		Chaplins Panto 2nd half fee
0/11/2023	Bolsover District Council	bdc05	5,472.74	5,472.74		500		Staff costs Oct 23
1/11/2023	Total Energies HCC	te hcc	139.40	139.40		500		Total Energies Gas HCC Aug-Oct
4/11/2023	PPL PRS Ltd	pplprs	317.95	317.95		500		PPLPRS BCC CREDIT NC
4/11/2023	Bolsover District Council	bdc06	420.00	420.00		500		BDC Procurement NCC Fi
8/11/2023	Bolsover District Council	rates ncc	170.00	170.00		500		BDC NCC Rates 23/24
8/11/2023	Bolsover District Council	rates bcc	207.00	207.00		500		BDC RATES BCC 23/24
8/11/2023	Megan Wilkinson	wilk	96.00	96.00		500		Wilkinson HCC opening Nov23
8/11/2023	Meghan Bullock	bull	208.00	208.00		500		Bullock Wknd Key holder Nov 23
0/11/2023	Water Plus	water hcc	89.83	89.83		500		Water+ charges HCC Oct/Nov 23
0/11/2023	Water Plus	water ncc2	99.98	99.98		500		Water+ charges NCC Oct/Nov23
0/11/2023	Water Plus	water cp	2,106.52	2,106.52		500		Water+ charges CP Oct/Nov23
0/11/2023	Onecom Limited	onecom	258.88	258.88		500		Onecom Phone/Internet OI 23
0/11/2023	Sharp Business Systems UK PLC	sharp	31.42	31.42		500		Sharp Copier copies
Total Payments for Month			22,252.66	21,742.15	0.00		510.51	
Balance Carried Fwd			245,252.73					
Cashbook Totals			267,505.39	21,742.15	0.00		245,763.24	

Chairman's Signature: _____ Date: _____

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Date: 08/01/2024

Blackwell Parish Council

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Time: 17:14

Cashbook 1

User: 6128.K.POYNTER

Current Bank A/c

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

Date	Payee Name	Reference	E Total Amnt	E Creditors	E VAT	A/c	Centre	E Amount	Transaction Detail
1/12/2023	Trade UK	tradeuk	133.03	133.03		500			B&Q trowls, bolts & screws
1/12/2023	Bolsover District Council	bdc1	21.00	21.00		500			BDC HCC Rates 23/24
1/12/2023	Leaseplan	lease	353.83	353.83		500			VAN Lease
1/12/2023	Walter Tipper / K Poynter	BACS	50.34			4625	415	50.34	K Poynter gravel reimbursement
5/12/2023	Amazon	CARD	87.00			4620	150	87.00	Amazon dog poo bags
5/12/2023	HP Inc UK Limited	HP	1,077.96	1,077.96		500			HP 2 x laptops & sundries
6/12/2023	Hargan Electrical / Martyn Jon	hargan1	70.00	70.00		500			Hargan NCC outdoor light, pat
6/12/2023	Wholesale Office Supplies	whole	77.95	77.95		500			stationery
6/12/2023	ASI Security Systems Ltd	asi1	138.00	138.00		500			ASI Alarm Servicing NCC
6/12/2023	ASI Security Systems Ltd	asi2	138.00	138.00		500			ASI Alarm Service HCC
6/12/2023	Green Vision Solutions Ltd	green	298.08	298.08		500			Greenvision BCC SP repai
6/12/2023	R&J Godber	godber	1,200.00	1,200.00		500			Godber fences at Charmwood
6/12/2023	Liam Clements	BACS	75.00			4635	200	25.00	Clements window cleaning Nov
						4635	210	25.00	Clements window cleaning Nov
						590	0	25.00	Clements window cleaning Nov
7/12/2023	Allstar Business Solutions	allstar	98.49	98.49		500			Allstar fuel
1/12/2023	Water Plus Group Limited	water	84.18	84.18		500			Water+ BCC Oct/Nov 23
5/12/2023	Microsoft Ireland Operations L	micro	11.40	11.40		500			Microsoft subscription (x3)
5/12/2023	Hargan Electrical / Martyn Jon	hargan2	167.94	167.94		500			SP light fix, pat test
5/12/2023	Newton Carnival Team	carnival	300.00	300.00		500			Christmas Tree
5/12/2023	Bolsover District Council	bdc	6,251.57	6,251.57		500			BDC Staff costs Nov 23
5/12/2023	Amazon	CARD	84.20			4095	100	20.23	Amazon diaries CCTV sign flood
						4640	915	5.99	Amazon CCTV sign
						4625	470	14.99	Amazon flood bags
						4620	150	42.99	Amazon bin bags
5/12/2023	Liam Clements	BACS	75.00			4635	200	25.00	Clements window cleaning
						4635	210	25.00	Clements window cleaning
						590	0	25.00	Clements window cleaning
8/12/2023	Corona Energy	corona	474.70	474.70		500			Corona Electricity BCC No 23
8/12/2023	John Martin-Hoyes Ltd	jmh1	5,000.00	5,000.00		500			Installation of NCC Floor
1/12/2023	John Martin-Hoyes Ltd	jmh2	55,956.74	55,956.74		500			Installation of NCC Floor
2/12/2023	Allstar Business Solutions	allstar	88.55	88.55		500			Allstar fuel
2/12/2023	Green Vision Solutions Ltd	green	456.00	456.00		500			Green Vision Gas Servicing
2/12/2023	The Community Heartbeat Trust	heart	396.00	396.00		500			Heartbeat annual support costs
2/12/2023	Hargan Electrical / Martyn Jon	hargan3	669.04	669.04		500			Hargan CCTV & Dist board
2/12/2023	PPL PRS Ltd	pplprs	632.52	632.52		500			PPLPRS licence NCC
2/12/2023	Bolsover District Council	bdc2	720.00	720.00		500			BDC Playground insps Aug Nov
2/12/2023	Bolsover District Council	bdc3	10,915.49	10,915.49		500			BDC Staff costs Dec 23
2/12/2023	Megan Wilkinson	wilk	48.00	48.00		500			Wilkinson Keyholder Dec 2
2/12/2023	Meghan Bullock	bull	192.00	192.00		500			Bullock Wknd key holder Dec 23
7/12/2023	Corona Energy	corona2	40.76	40.76		500			Credit Note Electric CP No 23
8/12/2023	Bolsover District Council	bdc2	170.00	170.00		500			BDC NCC Rates 23/24
8/12/2023	Bolsover District Council	bdc3	207.00	207.00		500			BDC RATES BCC 23/24
9/12/2023	Water Plus	water	42.05	42.05		500			Water+ charges NCC Nov/Dec23
9/12/2023	Onecom Limited	onecom	259.52	259.52		500			Onecom Phone/internet Nov 23
9/12/2023	Sharp Business Systeems UK PLC	sharp	44.59	44.59		500			Sharp copier copies
Total Payments for Month			87,105.93	86,734.39	0.00			371.54	
Balance Carried Fwd			159,223.05						
Cashbook Totals			246,328.98	86,734.39	0.00			159,594.59	

Chairman's Signature: _____

Date: _____