

BLACKWELL PARISH COUNCIL

Hilcote Community Centre, 544 New Street, Hilcote, Derbyshire DE55 5HU

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29 April 2026

To: The Chairman and Members of Blackwell Parish Council

Dear Councillor

NOTICE OF THE ANNUAL MEETING OF BLACKWELL PARISH COUNCIL

You are summoned to attend the annual meeting of Blackwell Parish Council to be held on Monday 11th May 2026, 7pm at Blackwell Community Centre, Woburn Close, Blackwell.

Yours sincerely

A handwritten signature in blue ink that reads 'Kate Poynter'.

Kate Poynter - Clerk

AGENDA

1. **To elect a Chairman for the ensuing year**
2. **To elect a Deputy Chairman for the ensuing year**
3. **To receive apologies for absence**
4. **Declaration of Members Interests**
5. **Public Speaking (twenty minutes)**
 - a. *A period of not more than twenty minutes will be made available for Members of the Public and Members of the Council to comment on any relevant matter. No more than three minutes per person.*
 - b. *If the Police Liaison Officer, County Councillor David Harvey and District Councillors Moesby and Renshaw are in attendance, members will be given the opportunity to raise any relevant matter.*
 - c. Crime Figures
6. **To confirm the minutes of the Parish Council Meeting held on Monday 13th April 2026.**
7. **To consider the appointment of new committees, review the Terms of Reference frequency and dates of meetings and the appointment of members in accordance with Standing Order 4.**
 - a. Finance and HR Committee
 - b. Parks, Floral and Events Committee
 - c. Parish Facilities Committee
 - d. Hilcote Miners Welfare and Community Centre Charity
 - e. Newton War Memorial Playing Fields Charity
 - f. Westhouses Memorial Playing Field Charity
 - g. Biodiversity Working Group (*Environment Act 2021*)
8. **To appoint representatives to outside bodies**
 - a. Bolsover District Council Liaison Committee
 - b. Newton and Blackwell Allotment and Leisure Gardeners Association
 - c. Friends of Doe Hill Country Park
9. **To review and adopt the following documents and policies:**
 - a. Standing Orders
 - b. Financial Regulations
 - c. Code of Conduct
 - d. Complaints Procedure
 - e. Risk Management
 - f. Risk Management Risk Assessment

- g. Equal Opportunities
- h. Health and Safety
- i. Records Retention and Disposal
- j. Publication Scheme
- k. Data Protection Policies
- l. Press/Media Policy
- m. Employment Policies

10. Chairman's Announcements

An opportunity for the Chairman to raise any current issues within the Parish.

11. Report from the Clerk

12. To receive and consider any updates on what effect the formation of (a) Derbyshire Unitary Council(s) will have on the parish council

13. Finance and Governance Matters and Reports

- a. To consider a list of Accounts for Payment, Bank Balances and general financial reports
- b. To receive current bank balances
- c. To consider the end of year accounts for 2025/26
- d. To approve bank reconciliations for the end of the year
- e. To confirm signatories on the bank accounts.
- f. To consider updates on the Internal Audit
- g. To consider any updates on the External Audit (including Exercise of Rights dates) and setting a meeting to confirm the Annual Returns.
- h. To approve the updated asset register
- i. To confirm that insurance is in place with Aviva via James Hallam
- j. To consider arrangements with other local bodies – for example, continuing to use Bolsover District Council for payroll services, grounds maintenance, playground inspections and legal advice (where applicable and available)
- k. To confirm Council subscription to Derbyshire Association of Local Councils
- l. To consider the expenditure under s137 for the last financial year.
- m. To consider General Power of Competence
- n. To consider the funding updates report
- o. To consider any other financial and governance updates

14. Parish Buildings (LG(MP)A1976 s19 / LGA1894 s8 (1)(i))

- a. To consider any updates on maintenance and repairs to the parish buildings
- b. To consider updates on the impact of the Woburn Close Development
- c. To consider the hire charges for NBFC at Hilcote on 26th September and for Sing with Ellie as a regular user
- d. To consider updates from Designated Premises Supervisor
- e. To consider any updates on the Corner Club in Westhouses
- f. To consider any other building related updates

15. Parks, Floral, Events and Other Outdoor Areas (LG(MP)A1976 s19(3))

- a. To consider updates on hanging baskets and floral displays
- b. To consider how the Annual Parish Meeting was received – and the offer of free trees that was made by a resident
- c. To consider Active Communities Activities
- d. To consider the updated information on works required on the playgrounds
- e. To consider any other outdoor updates – including defibrillator doors
- f. To consider putting a survey in the newsletter asking what kind of Christmas Tree the residents of Newton would like to see outside the community centre
- g. To consider updates on the request from HELP Group regarding putting a sculpture on a piece of wasteland in Hilcote
- h. To consider the purchase of a water pump for use by the Parish Ranger, including helping with the water supply at the Community Garden in Westhouses
- i. To consider updates on Pylon Project
- j. To receive a report from Friends of Doe Hill Park

16. To Consider Planning Reports Received, including:

Ratification of applications sent out via e-mail:

- a. 26/0059/FUL – Close existing farm access and create a new access from highway with new drive, fence, gates and hedge. Three Lane Ends Farm, Huthwaite Lane, Old Blackwell
- b. 26/00134/FUL – retrospective planning permission for the siting of two 20-foot shipping containers with a central roofed area. 40 Littlemoor Lane, Newton

17. Communications (*Newsletter - LGA1972 s142 (1A), Website – LGA 1972 s142*)

- a. To note updates on the newsletter
- b. To receive any updates on the new website and e-mail addresses

18. Staffing

- a. To resolve to exclude the Public and Press in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1 due to the confidential nature of these items.
- b. To consider any staffing issues.

19. Date and Time of Next Meeting – proposal for the municipal year attached.