

Minutes of the Meeting of Old Bolsover Town Council
Held at 6.45pm on Tuesday 13 February 2024 at Bainbridge Hall, Carr Vale Road,
Bolsover S44 6JD

Present

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

In attendance: Charlotte Taylor - Town Clerk
County Councillor – Joan Dixon, Derbyshire County Council (DCC)
6 members of the public

1. To receive apologies for absence

Apologies for absence were received from Councillor Cresswell and County Councillor Mick Yates.

2. To consider a Variation of Order of Business

No requests for a variation of order of business received.

3. Declaration of Members Interests

Cllr Adams declared an interest in agenda item 15(a).

4. Public Speaking

Matters raised:

- Report of antisocial behaviour incident in the town centre last week, and incidents increasing – it was agreed to invite all CAN Rangers to future Council meetings and to speak to the police to report issues.
- Request for update on the Moor Lane project – it was confirmed that the updated project plans are on the agenda.
- Resident reported that he had met with Mark Fletcher to discuss plans for £15million government funding and queried if the funding is for the town or district – it was confirmed that advice from the District Council is that the funding is place based for the District, there will be funding available for the town centre and this could include the installation of bollards.
- Reports of a break in at a residential property and car thefts in the town.

5. Chair's Announcements

The Chair reported on a communication received from Bolsover Comedy Nights thanking the Council for their ongoing support for local events. Recent events have been very successful and demonstrate the importance of Council grants in supporting projects that are an asset to the town and community.

6. County Councillors' Report

County Councillor Joan Dixon reported on the following:

- Boundary Commission changes for the County – radical changes proposed for the parish. The Town Council should be consulted on the proposed changes, along with the recommendations for Old Bolsover Parish, comments to be submitted by 1 April 2024.
- County Council budget – budget setting meeting is due to take place tomorrow. Significant savings need to be made; consultations will take place due to potential reduction in services.
- Potholes – numerous complaints are being received. At the end of February, Town End and Moor Lane are due to be resurfaced.

7. District Councillors' Report

Councillor Donna Hales reported on the following:

- £15million government funding.

Councillor Ashley Taylor reported on the following:

- Attended Thinking Places meeting last week, lots of ideas for the town put forward.
- Planning enforcement issues.

8. Police representation

There was no police representation at the meeting, January 2024 crime figures were shared at the meeting, and these were reviewed. It was reported that officers are now based in Bolsover Town above the District's Contact Centre on Cotton Street.

9. Confirmation of Minutes

Members received the minutes of the meeting of the Town Council held on Tuesday 9 January 2024.

168/23-24 RESOLVED that the minutes of the Town Council held on Tuesday 9 January 2024 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

169/23-24 RESOLVED that In view of the confidential nature of agenda items 19, 22 and 23 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) Freedom of Information Model Publication Scheme

170/23-24 RESOLVED that the Freedom of Information Model Publication Scheme is adopted.

- (b) Grant Application Policy

171/23-24 RESOLVED that the Grant Application Policy is adopted.

- (c) Internal Controls Policy

172/23-24 RESOLVED that the Internal Controls Policy is adopted.

12. Payments for approval

Payments were presented to the Council for approval.

173/23-24 RESOLVED that payments made by the Council in January totalling £101,032.05 are approved.

174/23-24 RESOLVED that the schedule of payments presented for authorisation totalling £18,627.47 are approved for payment.

Payments for approval at February 2024 Council Meeting			
1	Ranskill Hire Ltd	Hedge Cutter Hire	£878.40
2	Vault Electronic Security	CCTV Link - OB Yard	£958.80
3	OSI	Stationery	£157.79
4	KONE	Bainbridge Hall Lift	£128.70
5	Screwfix (Trade UK)	Misc Tools/lights	£112.59
6	Konica Minolta	New Photocopier	£2,350.39
7	AB Compliance	PAT Testing	£191.25
8	Hollinsend Fire	Fire Risk Assessment OB Yard	£462.00

9	Konica Minolta	Photocopying	£39.96
10	Screwfix (Trade UK)	Padlocks	£141.87
11	DCC	Added years pension J. Ripley	£745.53
12	Garden Flair	Hanging Baskets/watering 2023	£3,780.00
13	Acer Developments	Bainbridge Hall Door repair	£65.00
14	Overseal Pyrotechnics	Fireworks - Oxcroft 2024	£2,300.00
15	Plumbsafe	New Boiler - OB Yard	£2,040.00
16	Bolsover Ass Hall	50+ Hub Rental - January	£209.95
17	National Allotment Society	Annual Membership Fee	£66.00
18	Cloudy IT Group	IT Support	£279.48
19	Creative Five	Full Service Marketing Feb 2024	£1,080.00
20	ADT	Ass Hall Fire Alarm Maintenance	£313.82
21	ENVOQ (Apollo Business)	Legionella Assessments TH/OC/OBY	£828.00
22	Thread Architects	Town Square	£600.00
23	AMA	Ass Hall Cleaning materials	£399.94
24	Creative Five	Domain name renewal Bol in Bloom	£24.00
25	P & B Health Solutions Ltd	Asbestos & manual handling training	474.00
		TOTAL	£18,627.47

13. Meeting Reports

The following meeting reports were presented for consideration:

- (a) Oxcroft Management Committee
- (b) Finance Committee
- (c) Events Advisory – 2024 Events
 - a. Artisan Markets – April to October.
 - b. National Lottery Open Week for Old Bolsover Yard - 9-17 March
 - c. Bolsover Blitz to commemorate the 80th anniversary of D Day on 6 June – event to be held on Saturday 8 June 2024.
 - d. Christmas Light Switch On - Friday 22 November 2024 from 4.00pm.
 - e. Christmas Market and Lantern Parade - Saturday 30 November 2024.
- (d) Assembly Hall Trustees
- (e) Bolsover in Bloom

175/23-24 RESOLVED that the minutes of the meeting reports are noted.

14. Clerk's Report

The Clerk's Report and the Council Action Plan were reviewed.

- (a) Shuttlewood MUGA Resurfacing – due to commence on 19 February, however following a pre-works site visit this has been postponed due to the conditions on site.
- (b) £15m Government Funding – BDC have submitted proposals to The Department for Levelling Up Housing and Communities, these are being reviewed, with feedback due in the next couple of weeks.
- (c) Damage to Bus Shelter (Moor Lane) - District Council have reported damage to the bus shelter at the junction of Moor Lane and Smithson Avenue (BSBR02). The workforce has cleared the broken glass, quotes for replacement panels are pending.
- (d) Council Website - We have been notified by our current website provider; 2commune that due to an ongoing dispute, as of 31 March 2024 they will no longer be licensing Cuttlefish website software and therefore won't be able to continue to supply our website after this date. The website developer will continue to provide hosting directly at the same cost.
- (e) DALC Subscription 2024/25 - Derbyshire Association of Local Councils (DALC) have confirmed subscription rates for 2024/25 - £1,449.09.

(f) Council Projects - Action Plan Updates:

- i. Skate Park – Archaeological work to commence in February.
- ii. Buildings Surveys and Maintenance Programmes – Tender documents being prepared.
- iii. Old Bolsover Yard - CCTV link complete, premises licence and IP rights transfers in progress.
- iv. Transfer of Stratton Gardens – Meeting held with officer from District Council on 9 January, pending further details from District Council.
- v. Town Square – Resurfacing work due to commence in February.
- vi. Installation of Bollards - Pending further discussions and plans with District Council regarding Government Funding as plans may include a scheme for wider traffic management system around the town.
- vii. Provision of a Community Building at the Moor Lane site – Alliance Leisure updating plans following December Council meeting, affordability will then be reviewed in line with the new scheme.
- viii. Develop plans to utilise the Oxcroft site – A monthly calendar of events up to July 2024 agreed.
- ix. Bolsover North Development – Application for disposal of land submitted to National Allotment Society in November, pending report to submit full application, and supporting documentation to the Secretary of State.

- (g) Place Making Workshop – District Council held a workshop led by the High Street Task Force on 6 February 2024. This is looking at “quick wins” for the town and following input from the attendees a report will be issued and plans put in place for how to achieve these/who is responsible.

176/23-24 RESOLVED to note the Clerk’s Report and Council Action Plan.

15. Requests for grants

Cllr Adams left the meeting at 7:50pm for agenda item 15.

- (a) Carr Vale Football Club - £1,350 for annual music festival to raise funds for the club.

177/23-24 RESOLVED to support the grant request from Carr Vale Football Club with £1,350 towards the annual music festival.

- (b) Under The Castle Music Festival - £2,000 for annual music festival.

178/23-24 RESOLVED to support the grant request from Under The Castle Music Festival with £2,000 towards the annual music festival.

Cllr Adams rejoined the meeting at 7:52pm.

16. Planning applications

The following Planning Applications were considered at the meeting.

- (1) 22/00478/FUL Residential development of 218 homes with associated open space, vehicular access road, landscaping and infrastructure (including street connection to Foxglove Drive and Buckthorn Drive) (Revised layout plan reducing the number of dwellings from 248 to 218 and submission of viability report) on land between St. Lawrence Avenue and Rotherham Road North, off Langwith Road, Bolsover by Mrs. Marlena Przewuska
- (2) 22/00649/FUL Change of use to a dwelling and external alterations at St. Bernadettes Catholic Church, 59 High Street, Bolsover
- (3) 24/00043/TPO Works to a sycamore tree (T81) TPO BOL/32 at 15 Portland Avenue, Bolsover by Mrs K Baker

- (4) 23/00439/FUL Proposed 9 x 1 bed (ground floor flats) and 9 x 2 bed, 2 storey (first and second floor flats) on land at the rear of the White Swan, Market Place, Bolsover by Mr. Steve Botham.
- (5) 24/00054/FUL Erection of single storey detached garage at Elizabeth House, 63 Welbeck road, Bolsover by Mr. Simon Gough.

179/23-24 RESOLVED to submit comments raising concerns regarding capacity of the sewerage infrastructure in relation to application 22/00478/FUL.

17. Chesterfield Football Club Community Trust (CFCCT) Boots on the Ground

The Council considered a proposal to fund CFCCT Boots on the Ground project in Bolsover at an annual cost in the region of £23,720.

180/23-24 RESOLVED to proceed with Bolsover CFCCT Boots on the Ground project at a cost of £23,720 for a trial period of 12 months, with written reports to the Council at 3, 6 and 9-month periods to assess the impact.

18. Adoption of Risk Assessment Policy and 2024/25 Risk Assessment Schedule

The Council reviewed the Risk Assessment Policy and the 2024/25 Risk Assessment Schedule.

181/23-24 RESOLVED to adopt the Risk Assessment Policy and Risk Assessment Schedule for 2024/25.

19. Appointment of Manual Workers

Agenda item 19 was dealt with under exempt items.

20. Review of Fees and Charges for 2024/25

The Council considered the recommendations from the Finance Committee for fees and charges for 2024/25.

182/23-24 RESOLVED to accept the recommendations from the Finance Committee for fees and charges for 2024/25.

21. Skate Park Project Update

The Council reviewed the update report from the Skate Park project team, to include approval of additional expenditure to discharge planning conditions in relation to archaeological elements.

183/23-24 RESOLVED to note the report from the Skate Park project team to include the additional costs for the archaeological works as required for the planning conditions.

22. Old Bolsover Yard Update

Agenda item 22 was dealt with under exempt items.

23. Bolsover North Development – Disposal of Allotment Land Update

Agenda item 23 was dealt with under exempt items.

24. Town Square

The Council considered the recommendations of the procurement team to appoint GWH Paving Ltd as the contractors to undertake the resurfacing works on the Town Square at a cost of £155,070.

184/23-24 RESOLVED to appoint GWH Paving Ltd to complete the Town Square resurfacing works at a cost of £155,070 on a JCT Minor Works Contract.

25. Moor Lane Project – Review of Updated Drawings

To review the updated drawings for the Moor Lane Community Building.

185/23-24 RESOLVED to share the updated plans with stakeholders prior to proceeding onto further stages of the project, including a consultation and an assessment of affordability.

26. To note the date of the next meeting

The date of the next meeting was confirmed as Tuesday 12 March 2024 at 6.45pm at Bainbridge Hall.

186/23-24 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.

Agenda Items 19, 22 and 23 were dealt with under exempt items.

19. Appointment of Manual Workers

To consider the appointment of two Manual Workers to fill vacancies on the Workforce.

187/23-24 RESOLVED to accept the recommendations from the interview panel to appoint two full-time Manual Workers on NJC SCP 12 £26,421.

188/23-24 RESOLVED to suspend Standing Order 3x at 8:41pm and the meeting continued.

22. Old Bolsover Yard Update

The Council considered an update report on Old Bolsover Yard, to include:

1. The existing CCTV system has been linked back to the Town Hall so cameras can be accessed by the Council.
2. A site meeting has been held with contractors to look at options for toilets, including accessible toilets, plans and quotes are pending.
3. The Premises Licence is being transferred to the Council's Events Co-ordinator pending someone taking over the unit in the yard. In the interim a temporary bar can be brought in for events.
4. Fire Risk Assessment and Legionella Risk Assessments have been completed at the yard.
5. Freeths have quoted £1,000 to prepare the agreement for the transfer of the IP rights.
6. A request for rent reduction has been received by one of the tenants in the yard.
7. Quotes for preparing new standard form leases have been received.
8. Emergency expenditure of £1,700 was incurred for a replacement boiler to the coffee shop in Old Bolsover Yard due to previous equipment being condemned.

189/23-24 RESOLVED to Proceed with the IP rights transfer at a total cost of £2,000; £1,000 to the seller for the rights and £1,000 in legal fees to complete the transfer.

190/23-24 RESOLVED to not offer a rent reduction for units at the yard; Council to consider a policy to respond to any future requests.

191/23-24 RESOLVED to Proceed with the cheapest quote provided; £2,500 to prepare new standard form leases for tenants at the yard.

192/23-24 RESOLVED to approve emergency expenditure totalling £1,700 for replacement boiler.

23. Bolsover North Development – Disposal of Allotment Land Update

To review an update report regarding the disposal of allotment land for the Bolsover North Development, including consideration of suspension of Council Standing Orders and Financial Regulations.

193/23-24 RESOLVED to accept the recommendation from the Clerk following the legal advice received in respect of the disposal of land for the Bolsover North Development, as follows:

The Council note the legal advice received regarding the disposal of land, including relevant legislation; Sections 127 and 128 of the Local Government Act 1972. It's noted that while there is no legal requirement to go out to tender when disposing of land, the Council may have a policy in place for competitive tenders.

The Council has determined that there is no obligation under existing policies, Standing Orders or Financial Regulations, to go out to competitive tender for the disposal of the three parcels of land for the Bolsover North Development.

The decision made at a previous meeting of the Council in June (minute reference 036/23-24) to resolve to sell parcels of land to the development consortium, subject to ongoing negotiations, remains valid.

The Council will continue to work with planning and legal teams to ensure all legislation regarding the sale of council land and allotment land is adhered to and will work with an experienced agent to ensure that “best consideration that can be reasonably obtained” or market value, for the land in question, is achieved.

The Council has reaffirmed its decision to sell parcels of land for the Bolsover North Development to the Development Consortium based on legal advice and the absence of a requirement for competitive tender under existing policies and will continue to ensure compliance with legislation and seek to obtain the best possible value.

Meeting closed at 8.59pm

Signed Dated