



Somerccotes Village Hall, Nottingham Road, Somerccotes, Alfrceton, Derbyshire, DE55 4LY
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MINUTES

DATE: 17TH JANUARY 2025

The minutes have been written and produced by Matthew Evans, Clerk and Proper Officer to Somerccotes Parish Council.

Members Present:

- Cllr. Scott Walker [Chairman]
- Cllr. Paul Curran-Bilbie [Vice Chairman]
- Cllr. Colin Addison-Lees
- Cllr. Elaine Sherman
- Cllr. Emma Watson
- Cllr. Jason Parker
- Cllr. John McCabe
- Cllr. John Walker
- Cllr. Julie Coles
- Cllr. Martin Baron
- Cllr. Paul Slater
- Cllr. Paul Wardle
- Cllr. Steve Tomlinson

Officers Present:

- Matthew Evans [Clerk & Proper Officer] and Kimberley Walker [Deputy Clerk and Responsible Financial Officer]

83/24 Apologies for Absence:

All Councillors were in attendance.

84/24 Social Media:

The Clerk informed the meeting that he was recording the meeting for the purpose of accurate minute production.

85/24: Declaration of Members Interests:

Declarations of Interest were raised by Cllr. E. Watson for agenda item 90/24(c), and from the Clerk in 96/24(b).

86/24: Variation of Order of Business

No variation to the agenda was agreed.

87/24: Public Participation:

(a) Members of the Public Section

Cllr. S. Tomlinson raised members of the public appreciation for the hours the Council's staff have put into support the cover of the ill Parish Hall staff members. This was shared by all Councillors present.

(b) Local Authority Section:

Cllr. J. McCabe gave the Council a report on his work as Cabinet Member for Communities and Street Pride at Amber Valley Borough Council.

Cllr. E. Sherman gave the Council a report on her work as Cabinet Member for Community Safety at Amber Valley Borough Council.

Both Cllr. E. Sherman and Cllr. J. McCabe updated the Council on the recent incident at the Fish and Chip shop on Nottingham Road, which was being investigated by the Police.

88/24: To approve the minutes of the Ordinary Parish Council meeting held on Friday 15th November 2024, and to approve the minutes of the Extraordinary Parish Council meeting held on Friday 29th November 2024:

It was proposed by Cllr. J. McCabe and seconded by Cllr. J. Walker that the minutes for both meetings be accepted as a true and accurate record, this was agreed upon unanimously by all Councillors.

89/24: To consider motions by Councillors in accordance with Standing Provision 9(b):

(a) Proposed by Cllr. J. McCabe and seconded by Cllr. S. Tomlinson

Council **RESOLVES** to undertake a deep clean of the Parish Hall twice annually.

The motion was agreed upon unanimously by all Councillors.

(b) Proposed by Cllr. J. McCabe

Council **RESOLVES** to amend the Section 4 of the Standing Orders of the Council via means of the inclusion of the following new passages:

Section 4 (xiii) All Councillors shall be notified of meetings of sub committees of the Council, and supplied with the agendas and minutes of those meetings.

Section 4 (xiv) All Councillors shall be entitled to attend meetings of sub committees”

It was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. S. Tomlinson that the motion be amended and the Council’s officers be tasked with reviewing the standing orders of the Council and proposing recommendations as how best to implement the proposed changes.

The amendment was accepted by Cllr. J. McCabe, and the amended motion was agreed upon unanimously.

(c) Proposed by Cllr. J. McCabe and seconded by Cllr. P. Curran-Bilbie

Council **RESOLVES** to instruct the officers of the Council to investigate and report back on the viability of the Parish Bar. And to present possible options of sub leasing the bar to an external third-party provider.

This was agreed upon unanimously.

(d) Proposed by Cllr. S. Tomlinson and seconded by Cllr. J. Coles

Council **RESOLVES** that all members of the public and Councillors who wish to speak with officers regarding official Council business, be required to make an appointment via e-mail or telephone before arriving at the Parish Office

It was proposed by Cllr. S. Walker and seconded by Cllr. J. Walker that the motion be amended, to instruct the Clerk to produce a staff safety report containing recommendations on staff safety for Council to consider.

Cllr. S. Tomlinson and Cllr. J. Coles accepted the amendment, and it was agreed upon unanimously.

90/24: To receive reports from the Clerk for discussion, adoption and resolution:

(a) Parish Council Website and .GOV.UK domain update:

The Clerk presented his report and recommendations for the Council to update its website and a recommended change of supplier.

It was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. E. Watson that the Council **RESOLVE** to change its website provider to WPJS and instruct the Officers of the Council to begin the digital transition of records and data to the new website.

The motion was carried by a majority of Councillors present on the following margin:

AYE: TWELVE **(PASSED)**

ABSTAIN: ONE

(b) Parish Hall Terms of Use Policy Update

The Clerk presented a report with recommendations for the update of the Terms of Use Policy for the Parish Hall.

It was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. S. Tomlinson that the Council **RESOLVE** to adopt the new Terms and Conditions for the Parish Hall. This was agreed upon unanimously by Councillors.

(c) Parish Hall Maintenance and Service Policy

The Clerk presented a report with recommendations for an internal policy outlining how the Parish Hall shall be maintained and managed by the Council.

It was proposed by Cllr. J. Walker and seconded by Cllr. P. Curran-Bilbie that the Council **RESOLVE** to instruct the Clerk to produce a maintenance and management policy for the Parish Hall to ensure consistent and desired levels of service.

This was agreed upon unanimously by all Councillors.

(d) Parish Hall Refurbishment

Cllr. E. Watson left the meeting in accordance with her declaration of interest in the item.

The Clerk presented a report recommending action to be taken in relation to the Council's legal obligations of its tenancy agreement with the Parochial Church Council of Somercotes for the Parish Hall.

It was proposed by Cllr. J. McCabe and seconded by Cllr. C. Addison-Lees that the Council **RESOLVE** to authorise the Clerk to produce a costed schedule of works to be presented to Council. And to approach DALC to inquire into the possibility of a PWLB loan in order to fund the work, as well as potential grant funders.

This was agreed upon unanimously by all councillors.

(e) Section 137 Grants Policy Update

Cllr. E. Watson rejoined the meeting.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. P. Curran-Bilbie that the Council **RESOLVE** to adopt the updated Section 137 policy to ensure compliance with best practices, legal requirements, and the effective administration of grants for the benefit of the community.

This was agreed upon unanimously by all councillors.

(f) Allotment Garden Update

The Clerk updated the Council on the progress made in relation to the Allotment Garden's of the Parish Council.

It was proposed by Cllr. J. Walker and seconded by Cllr. C. Addison-Lees that the Council **RESOLVE** to authorise the Clerk to take any and all action needed to administer the effective governance of the Bridle Lane Allotment Garden in accordance with the Council's statutory duties. And to continue negotiations with the Bridle Lane Allotment Association for a further period of three months.

This was agreed upon unanimously by all councillors.

91/24: To receive reports from the Responsible Financial Officer for discussion, adoption and resolution:

(a) Council Investments Policy

The RFO presented a report to the Council on the need for the Council to adopt a Investments Policy.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. P. Curran-Bilbie that the Council **RESOLVES** to adopt the proposed Council Investments Policy in order to comply with the Council's statutory obligations.

This was agreed upon unanimously by all Councillors.

(b) Section 137 Grant Application

The RFO informed the Council of a late application by the 1st Somercotes Beavers and Cubs due to change of Treasurer for funding from the Council Section 137 grant budget.

The RFO clarified that the next round of grants would be due in September 2025.

It was proposed by Cllr. J. McCabe and seconded by Cllr. P. Curran-Bilbie that the Council **RESOLVE** to issue a grant of £250.00 to 1st Somercotes Beavers and Cubs.

This was agreed upon unanimously by all Councillors.

(c) Bank Signatories

The RFO presented a report advising the Council on the need to remove existing signatories from the bank of individuals who either no longer councillors or deceased.

It was proposed by Cllr. J. McCabe and seconded by Cllr. P. Curran-Bilbie that the Council **RESOLVE** to appoint at least of half of the current Councillors serving on the Council as bank signatories. And the Council remove all former and deceased employees and Councillors from all bank accounts owned by the Parish Council.

This was agreed upon unanimously by all Councillors.

92/24: To receive reports from Committees of the Council:

(a) HR Committee

The Clerk presented a report on behalf of the HR Committee in regards to the need to update the Committee's terms of reference.

It was proposed by Cllr. E. Sherman and seconded by Cllr. S. Tomlinson that the Council **RESOLVE** to approve and adopt the new HR Committee Terms of Reference, to become effective from the next Annual Meeting of the Council.

This was agreed upon unanimously by all Councillors.

93/24: Parish Council Finances:

(a) Accounts between November 2024 and December 2024

The Financial Accounts was proposed by Cllr. S. Tomlinson and seconded by Cllr. J. Parker and agreed upon unanimously.

(b) Income between November 2024 and December 2024

The recorded income report was proposed by Cllr. S. Tomlinson and seconded by Cllr. J. Parker and agreed upon unanimously.

(c) Final Budget 2025/2026

The RFO presented the final budget to Council for their consideration.

Cllr. J. McCabe proposed that the budget be amended, and that the precept be increased to 5%, this was seconded by Cllr. C. Addison-Lees. Cllr. S. Tomlinson asked that the vote ONM the amendment be recorded.

AYE

Cllr. C. Addison-Lees
Cllr. J. McCabe

NO

Cllr. E. Watson
Cllr. J. Coles
Cllr. J. Walker
Cllr. M. Barron
Cllr. P. Curran-Bilbie
Cllr. S. Tomlinson
Cllr. S. Walker

ABSTAIN

Cllr. P. Wardle
Cllr. P. Slater
Cllr. E. Sherman

The amendment was not carried and, the original budget was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson and was carried.

(d) Approval of Precept Request

It was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. S. Tomlinson that the Council **RESOLVE** to request a precept demand of £230,000.00 from Amber Valley Borough Council. This was agreed upon unanimously by all Councillors.

94/24: Planning

(a) Cllr. S. Tomlinson: Stanley Street Update:

Cllr. S. Tomlinson updated the Council in regard to his work in regards to the issues on Stanley Street.

(b) Cllr. S. Tomlinson: Highway Situation – Birchwood Ln and Nether Farm

Cllr. S. Tomlinson updated the Council in regard to his work in regards to the issues on Birchwood Lane and Nether Farm.

It was proposed by Cllr. J. Walker and seconded by Cllr. P. Wardle that the Standing Order 3(aa) be suspended until 21:00 in order to allow for all business to be concluded. This was agreed upon unanimously by all councillors present.

95/24: Correspondence:

(a) Ministry of Housing, Communities and Local Government Devolution White Paper

A discussion was held on the prospects Local Government reorganisation will mean for the Parish and how it will impact the services the Council is expected to deliver to residents of Somercotes.

The Clerk will ascertain the details of the planned devolution meetings for Parish Councils.

(b) Ministry of Housing, Communities and Local Government – Local Audit Reform: a strategy for overhauling the local audit system in England

The Clerk informed the Council of the Government's consultation in regards to reforming the Local Government Audit system.

The Clerk will facilitate Councillors without access to the internet, the ability to take part in the consultation process.

(c) Request from the 'Curry Lounge' to undertake building work on the Market Place Car Park for the purpose of installing new water pipes.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. J. McCabe that the Clerk ascertain the specifics of the works to be conducted, and if the applicant would be prepared to resurface and re line any disturbed bays or road as a result of this work. This was agreed upon unanimously by all Councillors present.

(d) Somercotes Fun Fair

It was proposed by Cllr. J. McCabe and seconded by Cllr. C. Addison-Lees to decline the offer to host a Fun Fair on the Market Place Car Park. This was agreed upon unanimously.

96/24: Confidential Item(s):

The Clerk left the meeting in accordance with his declaration of interest, and the minutes herein where recorded by the Deputy Clerk.

(a) Exclusion of The Public:

It was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson that Members of the press and the public are excluded from the meeting during the following agenda item by reason of the confidential nature of the items of business to be transacted. This is in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Schedule 12A (Access to Information) of the Local Government Act 1972 for the following agenda items.

(b) Employment of Clerk:

It was proposed by Cllr. J. Walker and seconded by Cllr. P. Curran-Bilbie that the Council employ Matthew Evans as the Council's Clerk and Proper Officer, this was agreed upon unanimously by all Councillors.

97/24: Date and Time of Next Meeting

The date and time of the next meeting was confirmed as Friday 21st March 2025, in the Lounge at Somercotes Parish Hall, Nottingham Road, Somercotes, DE55 4LY.

The Chairman declared the meeting closed at 20:51 PM