

**MINUTES OF THE ANNUAL MEETING OF
STAVELEY TOWN COUNCIL**

**Held on Tuesday, 14th May 2013
Commencing at 6.00 p.m.
In The Stables, Staveley Hall**

Present: -

Councillor B Dyke – (Retiring Chair)

Councillor J Bacon	Councillor P Hill
Councillor S Bagshaw	Councillor C Ludlow
Councillor J Barnett	Councillor J McManus
Councillor O Cauldwell	Councillor D Parsons
Councillor D Collins	Councillor E Tidd
Councillor H Elliott	Councillor J Webley
Councillor A Hill	

In attendance: Graeme Challands - Town Clerk and Financial Officer
Ian Haddock - Assistant Financial Town Clerk
8 Members of the Public

		ACTION
	<u>PART I – PUBLIC BUSINESS</u>	
1/13	ELECTION OF CHAIR FOR THE 2013/14 COUNCIL YEAR RESOLVED - That Councillor A. Hill be elected as Chair of Staveley Town Council for the 2013/14.	
2/13	CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE Councillor Dyke vacated the Chair and Councillor A. Hill duly signed the Declaration of Acceptance of Office in accordance with the Local Government Act 1972 83(4)(a). The Town Clerk witnessed the signature.	
3/13	APOLOGIES FOR ABSENCE Councillor L. Collins – family commitments Councillor Lang – work commitments Councillor Williams – Recovering from an operation	
4/13	COUNCILLORS NOT PRESENT There were no Councillors not present.	

5/13	<p>DECLARATION OF MEMBERS' INTERESTS</p> <p>a) There were no Declarations of Members' Interests.</p> <p>b) No requests for dispensations were received.</p>	
6/13	<p>CHAIR'S ANNOUNCEMENTS</p> <p>The Chair invited Councillor Dyke as retiring Chair to make an announcement. Councillor Dyke congratulated Mrs. Mary White for her Derbyshire Times Award as Inspiring Personality of the Year. He told the meeting how much he had enjoyed being the Chair for the past two years and representing Staveley Town Council at local events and functions such as those involving Councillor Don Parsons during his year as Mayor of Chesterfield.</p> <p>The Chair then invited Councillor McManus to address the meeting. Councillor McManus reported on the success of "Bygone Poolsbrook" – an exhibition held at Poolsbrook Welfare. He had not managed to get himself but the reports were excellent – some 600 people had attended and £270 raised for the Mayor's Appeal. It was still being talked about and he congratulated Councillor Sandra Bagshaw, Councillor John Webley and his wife June who had put in so much hard work to make it a success.</p>	
7/13	<p>VARIATION OF ORDER OF BUSINESS</p> <p>RESOLVED – That Item 26 on the Agenda be taken next.</p>	
8/13	<p>STANDING ORDERS AND FINANCIAL REGULATIONS AND CODE OF CONDUCT</p> <p>RESOLVED – That Staveley Town Council adopt the Revised Standing Orders and Code of Conduct.</p> <p>It was AGREED that the Revised Financial Regulations would be placed on the Agenda for the June Ordinary Meeting.</p>	
9/13	<p>ELECTION OF LEADER FOR 2013/2014</p> <p>RESOLVED – That Councillor Ludlow be elected to serve as Leader of Staveley Town Council for 2013/2014.</p>	
10/13	<p>ELECTION OF DEPUTY LEADER FOR 2013/2014</p> <p>RESOLVED – That Councillor Tidd be elected to serve as Deputy Leader of Staveley Town Council for 2013/2014.</p>	

11/13	<p>TO DETERMINE WHICH ITEMS IF ANY FROM PART 1 OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED There were no proposals to exclude the public from any item in Part 1 of the Agenda.</p>	
12/13	<p>ELECTION OF VICE-CHAIR FOR THE 2013/14 COUNCIL YEAR RESOLVED – That Councillor Julie Bacon be elected to serve as Vice-Chair of Staveley Town Council for the Council Year 2013/14.</p>	
13/13	<p>TO FIX THE CHAIR’S ALLOWANCE IN PURSUANCE OF SECTION 15(5) OF THE LOCAL GOVERNMENT ACT 1972 It was PROPOSED AND AGREED to move this item to Part II of the meeting.</p>	
14/13	<p>APPOINTMENT OF COMMITTEES 2013/14 RESOLVED – That the Committees of Staveley Town Council remain as previously. The terms of reference for each Committee will be discussed at the individual Committee.</p>	
15/13	<p>ELECTION OF MEMBERS TO COMMITTEES It was RESOLVED that the Membership of the Committees and Panels for the Council Year 2013/14 be as follows:</p> <p>(i) Policy, Finance and Publicity Committee Councillor Bacon Councillor Barnett Councillor D. Collins Councillor Dyke Councillor Elliott Councillor A. Hill Councillor Ludlow Councillor E Tidd</p> <p>Quorum : 4</p> <p>(ii) Planning and Environmental Committee Councillor J Bacon Councillor Bagshaw Councillor Cauldwell Councillor Dyke Councillor Tidd</p> <p>Quorum : 3</p>	

(iii) Leisure and Community Committee

Councillor Bacon
Councillor Bagshaw
Councillor Cauldwell
Councillor Dyke
Councillor Elliott
Councillor A. Hill
Councillor P. Hill
Councillor Parsons
Councillor Tidd
Quorum : 5

(iv) Appeals Panel

Councillor Cauldwell
Councillor Ludlow
Councillor Parsons

Quorum : 2

(v) Grievance Panel

Councillor J Bacon
Councillor D. Collins
Councillor J McManus

Quorum : 2

(vi) Disciplinary Panel

Councillor Barnett
Councillor Elliott
Councillor J Webley

Quorum : 2

(vii) Section 137 Committee

Councillor Bagshaw
Councillor L Collins
Councillor Parsons
Vacant

Quorum : 2

The position of Staveley Town Council History Champion has been abolished.

Heart of Staveley Project Board

Appointments have been deferred.

<p>16/13</p>	<p>AUTHORITY TO SIGN CHEQUES ON BEHALF OF THE COUNCIL FOR THE YEAR 2013/14 RESOLVED - In accordance with Section 150(5) of the Local Government Act 1972 that the following be authorised to sign cheques.</p> <p style="text-align: center;">Councillor Bacon Councillor A. Hill Councillor Ludlow Councillor Tidd</p> <p>Two Councillors and the Town Clerk to sign.</p>															
<p>17/13</p>	<p>AUTHORITY TO DEAL WITH PLANNING MATTERS ON BEHALF OF THE COUNCIL FOR THE YEAR 2013/14 RESOLVED that the following Members deal with planning matters including applications on behalf of Staveley Town Council</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Lowgates/Staveley Town Centre</td> <td>Councillor J Bacon</td> </tr> <tr> <td>Middlecroft</td> <td>Councillor B Dyke</td> </tr> <tr> <td>Poolsbrook</td> <td>Councillor S Bagshaw</td> </tr> <tr> <td>Mastin Moor/Woodthorpe</td> <td>Councillor D Collins</td> </tr> <tr> <td>Hollingwood</td> <td>Councillor L Collins</td> </tr> <tr> <td>Barrow Hill</td> <td>Councillor J Barnett</td> </tr> <tr> <td>Duckmanton</td> <td>Councillor P Hill</td> </tr> </table>	Lowgates/Staveley Town Centre	Councillor J Bacon	Middlecroft	Councillor B Dyke	Poolsbrook	Councillor S Bagshaw	Mastin Moor/Woodthorpe	Councillor D Collins	Hollingwood	Councillor L Collins	Barrow Hill	Councillor J Barnett	Duckmanton	Councillor P Hill	
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<p>18/13</p>	<p>REPRESENTATION ON OUTSIDE BODIES 2013/14 It was RESOLVED that the following appointments be made:</p> <p>Chesterfield Borough Council Community Forums: Chesterfield Borough Council has abolished the Community Forums.</p> <p>Derbyshire Association of Local Councils: Councillor Ludlow</p> <p>Derbyshire Association of Local Councils Executive Committee: Councillor Ludlow</p> <p>Mastin Moor Community Centre Executive Committee: The Community Centre has been closed and accordingly the Executive Committee has been abolished.</p> <p>Staveley Works Liaison Committee: This Committee has been abolished.</p> <p>Borough Parish Liaison Committee:</p>															

	<p>Councillor Barnett Councillor D. Collins</p> <p>Viridor Erin Landfill Liaison Committee: Councillor S Bagshaw Councillor O Cauldwell Councillor J Webley</p> <p>Woodthorpe Relief In Need Charity and Staveley Parochial Charities: Councillor D Collins Councillor J McManus</p> <p>Chesterfield Canal Society: Councillor J Bacon Councillor O Cauldwell</p> <p>Chesterfield Borough Council Standards Committee: Councillor D Collins</p> <p>Markham Vale Liaison Committee: Councillor D Parsons Councillor E Tidd Councillor J Webley</p> <p>Foxlow Tip: Councillor J Barnett</p> <p>Netherthorpe School Endowment Governors: Councillor J Bacon Councillor L Collins Councillor E Tidd</p> <p>Chesterfield Law Centre Management Committee: Councillor Tidd</p> <p>Representative on Managing Bodies of Schools: Barrow Hill Primary School: Councillor Barnett</p>	
19/13	<p>DATES AND TIMES OF ORDINARY MEETINGS OF THE COUNCIL FOR THE COUNCIL YEAR 2013/14 RESOLVED – In accordance with Standing Orders meeting shall be held on the second Tuesday of each month, excluding August.</p>	
20/13	<p>APPOINTMENT OF INTERNAL AUDITOR RESOLVED – That Brian Wood be appointed as Staveley Town Council</p>	

	Internal Auditor.	
21/13	<p>PRESENTATIONS There were no presentations.</p>	
22/13	<p>PUBLIC SPEAKING a) Dennis Glossop raised the recent Licensing Application submitted on behalf of the Booze World. He asked if Staveley Town Council would be represented at the hearing.</p> <p>The following Councillors declared an interest and left the room whilst this item was being discussed. Councillor Dyke: Member of Legionnaires Club Councillor Ludlow: Part of her Chesterfield Borough Council Cabinet Portfolio Councillor Parsons: On the Chesterfield Borough Council Licensing Committee.</p> <p>Dennis was informed that Councillor McManus would attend the hearing and represent Staveley Town Council. Staveley Town Council had written opposing the application. The Town Clerk would brief Councillor McManus prior to the hearing. Councillor Elliott offered to act as a back up representative if needed. Councillor Tidd reported that, depending on her circumstances, she may attend as an individual.</p> <p>Councillors Dyke, Ludlow and Parsons returned to the Meeting.</p> <p>Marion Gerrard thanked Councillors Parsons and Dyke for all they had done, together with Joe Roberts, for their efforts in raising money for the Armed Forces.</p>	
23/13	<p>CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 16th APRIL 2013 It was RESOLVED that the Minutes of the Ordinary Meeting of Staveley Town Council held on Tuesday 16th April 2013 be approved as a true record apart from the following item.</p> <p>681/12 – Councillor Ludlow stated she had not mentioned a date in her Emergency Motion.</p> <p>The Town Clerk responded that as Minutes formed a legal document the Resolution needed to contain a date to ensure accuracy.</p> <p>Councillor D. Collins stated that the Resolution had also mentioned</p>	

	<p>suspending work as well as payments.</p> <p>The Town Clerk said he would ask Lynne Bingham to listen to the recording and amend if appropriate.</p>	
24/13	<p>MATTERS ARISING FROM THE MINUTES OF THE ORDINARY MEETING OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 16th APRIL 2013</p> <p>675/12 Chair's Announcements</p> <p>The Town Clerk reported that the date of the Ordinary Meeting had not been changed as he had contacted the Chair and the original reason to change the date had not been valid.</p>	
25/13	<p>MINUTES OF THE MEETING OF THE PLANNING AND ENVIRONMENTAL COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON 1st MAY 2013</p> <p>Not Quorate</p>	
26/13	<p>TO CONSIDER THE RECOMMENDATIONS OF THE MEETING OF THE LEISURE AND COMMUNITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON 17th APRIL 2013</p> <p>This meeting was cancelled.</p>	
27/13	<p>TO CONSIDER THE RECOMMENDATIONS OF THE MEETING OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON 17th APRIL 2013</p> <p>This meeting was cancelled.</p>	
28/13	<p>HEART OF STAVELEY PROJECT</p> <p>It was AGREED to defer this item to an Extra Ordinary Meeting of Staveley Town Council, the reason given being that Members had not had enough notice to read the letter from Martin Holland DCLG.</p> <p>The date and time of the Extra Ordinary Meeting was later determined 7.00 p.m. on Wednesday 22nd May in The Council Chamber Staveley Hall.</p>	
29/13	<p>TOWN CLERK'S REPORT</p> <p><i>Since the last Ordinary Meeting we have continued with the programme of repairs at Staveley Hall and improvements at the Speedwell Rooms.</i></p>	

We have welcomed the Derbyshire Unemployed Workers Centre and Chesterfield Law Centre to Staveley Hall and it seems their services will be in great demand.

We have continued with the Working Group on Commemorating the Markham Pit Disasters, on the sale of Mastin Moor Community Centre and this year's East Midlands In Bloom, particularly the chevron roundabout (now mended) and the Hall Land roundabout where Netherthorpe students came up with some excellent ideas that we can follow up with Barrow Hill Engine Sheds, Staveley Hall Garden Centre and the Canal Trust.

I met up with Andy Pashley of Chesterfield Borough Council to hear about ideas for the future including a proposed Rivers Body covering the Borough.

On 27th April I went to the HS2 Meeting called by Natascha Engel MP held at Netherthorpe School it proved popular and will no doubt lead on to more events. Then I went to Poolsbrook Welfare for their excellent Bygone Poolsbrook Exhibition. It proved very popular and we have had phone calls asking if it's on every weekend so I know they will be repeating it. I then went back to Netherthorpe School for their Walking Together exhibition staged by the students and finally went to St. John the Baptist for the Institution of the new Rector of Staveley. I'm optimistic that we can work together to continue the improvement of our communities.

On Monday 29th April I went to the meeting on the Heart of Staveley Project to discuss the Chesterfield Borough Council Report headed by Lynda Sharp. As well as Lynda Councillor Burrows represented Chesterfield Borough Council and Councillors Dyke, A. Hill and Ludlow represented Staveley Town Council.

Resulting from this I have issued the Report and various other documents for the Labour Group meeting scheduled for Friday 10th May.

The Chesterfield Canal Supporters will be holding their meeting at The Speedwell Rooms on May 8th and we have our Schools Commemoration of the 1038 Markham Pit Disaster on the 75th Anniversary, May 10th. I will be attending a meeting on this year's Canal Festival on the 13th. It promises to build on last year's event.

The Town Clerk spoke to the previously distributed Report.

He updated Members on the HS2 Meeting and the success of the Commemoration Events for the 1938 Markham Pit Disaster where 9 schools and around 100 students had been involved together with Members of Staveley History Society and Staveley Town Council to lay a

rose on the gravels of all 79 miners who died in 13 cemeteries. He would compile a full report in due course but circulated photographs of 2 of the schools. The Memorial Service held at St. John The Baptist on Sunday had been both well attended and very moving with some 30 relatives present.

He reported that Inkersall Allotments had completed the installation of the composting toilet, ramp, signs and planters. A new canteen building was to be installed and a Family Day with a BBQ was being organised. He had also been informed that, if required, Inkersall Allotment Association would provide a buffet free for the Judges of East Midlands In Bloom.

Details of the Canal Festival to be held at Staveley Town Basin on June 29th and 30th were being finalised but the Chair would be invited on the previous evening and Councillors on the Saturdays. It was possible that there would be an HS2 Exhibition.

He informed the meeting that he had been approached by a magazine called Doorstoppa that was preparing a new edition covering Staveley that would be distributed free of charge to all residents in the area. They had requested editorial and so it may be possible to utilise their monthly issue rather than the Town Crier.

Sunnycroft OAP Club had reported they have moved to Harleys for their meetings. Their letter was referred to the Policy Finance and Publicity Committee. Lastly he reported the agents for Learning Matters wanted Staveley Town Council to propose a rent. He advised appointing a professional surveyor such as Botham Mitchell Slaney to deal with this issue. It was referred to the Policy Finance and Publicity Committee.

The Town Clerk reported that as winter was probably over all the Staveley Town Council grit bins had been collected in. There had been a problem at Duckmanton where the lid had been damaged with a hole and at Huntley Close staff had found the bin full of cat litter and cat faeces, smelling unpleasantly of cat urine.

Councillor A. Hill had requested details of advertising for The Night Before Christmas at The Speedwell Rooms on December 14th and 15th so the Town Clerk provided a print out of the relevant Chesterfield Theatres website screen.

Members asked why no Councillors had been invited to the Institution of the new Rector of Staveley. The Town Clerk was unable to answer this – it was a matter for the Church, but he was aware, that for example The Mayor of Chesterfield had not been invited Councillor Parsons told the meeting that the Church had said it had invited Councillors and himself as Mayor but no letters had in fact been received.

<p>30/13</p>	<p>ACCOUNTS</p> <p>(a) The schedule of accounts paid since the last meeting was RECEIVED.</p> <p>(b) Following the adoption of the revised Standing Orders under Standing Order 19(b) the statements of Income and Expenditure are to be provided on a quarterly basis only.</p> <p>(c) Section 137 - Appeals for Financial Assistance No applications were received in time for this meeting. The Town Clerk was asked to call a meeting of the Section 137 Committee as soon as possible to deliberate on the backlog.</p> <p>(d) Other financial matters. There were no other financial matters.</p>	
<p>31/13</p>	<p>WARD REPORTS</p> <p>a) Councillor Webley explained the situation regarding Duckmanton Church and churchyard. Whilst the Church and Hall were closed and boarded the Church Warden would continue to maintain the grass. The graves of the men killed in the 1939 Markham Pit Disaster would be brought up.</p> <p>Councillor Elliott reported that the problems involving young people at the new Inkersall Surgery seemed to have died down following the involvement of the Police and Dr. Bradder. The young people continued to cause problems at the shops.</p> <p>b) Generally Nothing to report.</p>	
<p>32/13</p>	<p>ALLOTMENTS</p> <p>Nothing to report.</p>	
<p>33/13</p>	<p>ITEMS FOR ACTION: UNISON LETTER</p> <p>RESOLVED – That Councillor Ludlow meet with the Chesterfield Borough Council UNISON Branch Secretary to discuss the issues of Job Evaluation and the Living Wage at Staveley Town Council.</p>	
<p>34/13</p>	<p>SEALING OF DOCUMENTS</p>	

	<p>RESOLVED – That the Common Seal of the Council be affixed to any documents or agreements necessary to carry into effect any resolution or decisions passed by or confirmed at this meeting.</p>	
<p>35/13</p>	<p>PART II – CONFIDENTIAL BUSINESS</p> <p>PUBLIC BODIES (ADMISSION TO MEETINGS ACT), 1960</p> <p>RESOLVED – That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press excluded from this meeting during the discussion thereof.</p>	
<p>36/13</p>	<p>ESTABLISHMENT</p> <p>CHAIR’S ALLOWANCE</p> <p>RESOLVED – That the matter of the Chair’s Allowance be examined in depth by the Section 137 Committee.</p>	

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