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20 January 2026

To all members of Staveley Town Council

Dear Councillor

You are hereby summoned to attend the Ordinary meeting of the Town Council to be held at 6.00 pm on Tuesday, 27 January 2026 at The Speedwell Rooms.

Members are asked to sign the attendance sheet for the meeting, available in the room.

In the interests of the smooth running of the meeting, queries or clarification about any of the items on the agenda are requested to be submitted 2 working days prior to the meeting, to enable the Clerk to provide a comprehensive response.

Please ensure that confidential papers are kept secure prior to, and not left in the meeting room following, the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read "Sabrina Doherty".

Sabrina Doherty
Town Clerk and Financial Officer

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may film, photograph and make audio recordings of the proceedings of the formal Council meeting.

Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. The Clerk will record meetings for the purposes of the minutes.

AGENDA

1. TO NOTE APOLOGIES FOR ABSENCE

2. TO RECEIVE DECLARATIONS OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the Agenda as required by the Staveley Town Council Code of Conduct for Members and by the Localism Act 2011.

3. MINUTES OF THE PREVIOUS MEETING

To confirm and sign the minutes of the Ordinary Meeting held on 25 November 2025.

4. CHAIRMAN'S ANNOUNCEMENTS

5. PUBLIC PARTICIPATION SESSION

This provides an opportunity for members of the public to make representations to the Council in relation to items on the agenda. Time for this item is limited to **15 minutes**.

Councillors will not debate the matters raised and no decisions can be made on any items raised in this session they will be put forward to the next meeting.

If in attendance the PCSO may provide an update on local policing matters.

If in attendance, Borough and County Councillors are invited to provide a short update to the Town Council on matters affecting the Town from their respective authorities.

6. PRESENTATION BY FRIENDS OF BENT LANE WOOD

To receive a presentation on the proposal for a new community woodland at Bent Lane, Lowgates.

7. GRANT APPLICATIONS

- a) Community Development Chesterfield (CDC) - £8,000 towards running costs for Youth Club provision in Poolsbrook. (SLA Grant fund)
- b) Staveley King George V Bowling Club - £5,500 for additional shelter at side of existing clubhouse (SLA Grant fund application but recommend use CIL)
- c) Duckmanton Primary School - £1,000 for greenhouse and tools (SLA Grant fund application but recommend use Little Breck Solar Fund)

8. FINANCE MATTERS

- a) To approve the schedule of payments over £3,000 to 30 November 2025.
- b) To note the budget monitoring reports
- c) To note the bank reconciliations to 30 November 2025
- d) To note the reserves report.
- e) To approve the addition of Mr David Melsome, Finance Assistant as a

limited bank signatory to assist with administering payments.

9. APPROVAL OF REASON FOR ABSENCE - S85 LOCAL GOVERNMENT ACT 1972

a) To consider a request from Councillor Bagshaw for the Council to approve his reason for absence from meetings for an indefinite period due to medical treatments. If granted, he has requested that Councillor Chambers be appointed as a substitute for him on committees and working parties.

b) To consider the request of Councillor K Thornton for the Council to approve a further 6 month extension to her reason for absence due to medical reasons.

10. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

a) To consider appointing a Councillor to the Markham Pit Wheel Committee

b) To appoint two Councillor Trustees to the Staveley Hall Management Charity (name TBC) – one nominee received: Cllr E Tidd.

11. APPOINTMENT OF TRUSTEE INTERVIEW PANEL

To select three Councillors to carry out interviews for prospective trustees to the Staveley Hall Management Charity (Recommend the two appointed trustees from the previous item plus one other).

12. EXCLUSION OF PRESS AND PUBLIC

To consider if any of the following items should be considered in confidential session and, if required, to pass a resolution stating the reasons for exclusion in the following terms:

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

13. STAFFING REVIEW

To consider the confidential report of the Town Clerk and RFO.

14. UPDATE ON ALLOTMENTS REVIEW

To receive a verbal update on progress from the Town Clerk and RFO and consider next actions.

15. DATE OF NEXT MEETING

10 February 2026 – Special Meeting to consider the budget and set the precept. Councillors are invited to attend an informal budget briefing at Staveley Hall on 3 February 2026 at 5:00pm.