

STAVELEY TOWN COUNCIL

Minutes of the Ordinary Council Meeting held on 25 November 2025 at 6pm in the Speedwell Rooms.

Present:

Councillors:	S Bean	S Hartley	J Ridgway
	B Bingham	C Jackson	D Rhodes
	C Chambers	P Mann	E Tidd (Chair)
	J Collins	A Ogle	P Wilson
	B Dyke	D Parsons	

In attendance: Mrs S Doherty (Town Clerk & RFO) and 10 members of the public.

2526-56 APOLOGIES FOR ABSENCE

Standing apology for Councillor K Thornton. Apologies were received from Councillors M Bagshaw and P Jacobs.

2526-57 DECLARATIONS OF INTEREST

Councillor P Mann declared a non-pecuniary interest in agenda item 7b – Citizen's Advice Bureau as his daughter was an employee of the organisation, although not the same branch.

Councillor A Ogle declared a non-pecuniary interest in agenda item 7c – Hollingwood Sheds grant application as he had been involved with the project as liaison with the Borough Council.

2526-58 MINUTES OF THE PREVIOUS MEETING

It was noted that Councillor Ridgway had been missed out of the recorded vote for minute number 2526-44. The Clerk would check her notes after the meeting and make the necessary correction before the Chair signed the minutes.

Councillor Dyke updated on the arrangements he had for the Mayor's Charity and support for the SAFVA Armed Forces event.

RESOLVED: That the minutes of the Meeting of the Council held on 23 September 2025 be approved and signed as a true record, subject to the above amendment.

2526-59 CHAIRMAN'S ANNOUNCEMENTS

The Chair updated on the events she had attended for Remembrance and was pleased with the positive feedback from the schools on their participation in the Poppy Fall event. It had been well organised and information had been provided in plenty of time to help them take part. The children had really enjoyed visiting to see their poppies in the display and particular thanks were given to the Hollingwood Sheds team for the plaques that they had produced for each school.

Chairs Initials

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Congratulations were expressed to the RBL and the Council for the organisation of the Remembrance Sunday parade and service and to Emily Wallace for her fantastic performance as parade leader.

Councillor Dyke asked that a letter be sent to congratulate the Hollingwood School on their Remembrance Event which he had attended as Mayor of Chesterfield.

2526-60 PUBLIC PARTICIPATION SESSION

A representative from Middlecroft Allotment Society expressed thanks to the council for provision of the solar panel kit for the welfare cabin and provision of a grant for skip.

A resident asked a question about the lease for Inkersall Allotments, it was agreed that the Clerk would issue a written response.

A representative of the Royal British Legion wished to explain that it was not their place to organise the Remembrance Sunday event, it is a civic duty that the Council takes on. The RBL's role is to support it and although he wasn't there, the feedback received was that it was a fantastic event and it grows every year and this was testament to the Council's commitment to Remembrance in Staveley. The RBL support wholeheartedly the decisions that the Council takes around the parade and thanks were given to the Council for its commitment to Remembrance.

Councillor Dyke gave a report on the Christmas activities at the Borough Council

2526-61 REQUEST FOR SUPPORT FOR A MARKHAM PIT MEMORIAL

Councillors considered the letter and request. The Clerk clarified that the lady was not asking for the Council to contribute financially, simply to lend its support to help with getting permission from the landowner.

Information was offered on this type of project which was carried out in Eckington and it had taken approximately 5 years to get a memorial installed.

Councillors felt that the project should be offered support as the others in the area, such as at Poolsbrook Country Park, did have the half winding wheel in place marking the existence of the pit.

RESOLVED:

That a letter of support be sent to the requestor and Derbyshire County Council.

2526-62 GRANT APPLICATIONS

a) Edge Ministries - £200 – Selection boxes for Christmas Events

RESOLVED: That the application for £200 be granted.

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b) Citizen's Advice Bureau - £9,545 – Friday morning advice sessions, year 2 of approved scheme

Councillors received a presentation from senior managers of the organisation about the work that they had done so far this year. It was explained that for every £1 that the Council had contributed, £60 had come back into the local economy through the access to benefits and dealing with debt issues that the advisors had done. The appointments had been fully booked from April which demonstrated how well received this project had been by local residents.

RESOLVED:

That the service continue for a second year at a cost of £9,545

c) Hollingwood Sheds - £19,109.00 – Creation of Community Facilities at Hollingwood

Councillors considered the application and further information submitted as an update on progress with the project. It was confirmed that a planning application had been submitted but not yet granted.

Councillors discussed the funding options for the project and agreed that this should be part funded from the solar farm grant funding held by the Council, subject to agreement from the company.

RESOLVED:

That the grant of £19,109.00 be awarded in principle, subject to planning permission being granted before funds are released.,

d) Staveley Miners Welfare Centre - £10,621.08 – Lighting upgrades at Markham Hall and Staveley Cricket Club

Councillors considered the application and it was confirmed that this was a charity group and that people who weren't members could still enjoy the facilities.

RESOLVED:

That the grant of £10,621.08 from CIL funds be approved.

e) Chesterfield Hedgehog Rescue and Rehabilitation - £9,000 towards build costs of a cabin to expand the 'hogspital'

Councillors considered the application and agreed that this was not eligible for funding from the Town Council as it was on private land and not for community access.

RESOLVED:

a) That the grant not be approved.

b) That the Clerk be granted delegated authority to reject future applications which do not meet the criteria for funding.

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f) Hollingwood Primary School - £40,000 – Outdoor Learning Hub and Forest School

Councillors considered the application and felt it would be a great project for the community. However there were queries over whether planning permission had been granted and it was asked to see the schools finances.

Councillors agreed that, subject to the above, funding could be a combination of CIL and the two solar farm grants held by the Council. The Clerk to work out the details.

RESOLVED: That the grant be awarded, in principle, subject to the confirmation on planning permission requirements and sight of the school's financial position.

2526-63

MOTIONS FROM COUNCILLORS

a) Cllr P Mann – iPads for Poolsbrook School

Councillor Mann introduced his motion to seek funding for the provision of iPads for Poolsbrook Primary School from CIL funds.

Councillors considered the motion and queried what the financial position of the school was and if they had considered other options such as leasing devices.

It was reported that Poolsbrook was one of the most deprived areas in the town and that they had suffered two new developments which had provided approximately £60,000 in CIL funds and none of that had been spent back in the village. This would be an enhancement to the education facilities at the school and it was felt important that the Council provide funding back to the community.

RESOLVED:

That the funding of £9,000 be provided to Poolsbrook Primary School for the purchase of 30 iPads, subject to the school sending in their accounts.

b) Cllr M Bagshaw – To increase the number of seats on HR Committee by 1 to include himself as a member.

Councillors considered the motion and it was re-iterated that the numbers allocated to committees followed the legislative requirements and that this had been discussed several times this year already and there was no change required.

RESOLVED:

a) That the motion not be approved.

b) That the Council send get well cards to the three councillors who were currently experiencing ill-health.

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2526-64 FINANCE MATTERS

- a) Schedule of Payments

RESOLVED:

That the schedule of payments over £3,000 to 31 October 2025 be approved.

- b) Budget Monitoring Reports – NOTED
- c) Bank Reconciliation to 31 October 2025 – NOTED
- d) Reserves Report – NOTED

Councillor D Rhodes left the meeting at 7.16pm.

2526-65 APPROVAL OF RECOMMENDATIONS BY COMMITTEES

- a) Pensions Discretions Policy

RESOLVED:

That the Draft Pensions Discretions Policy as submitted be approved.

- b) Christmas Lights Contractor and Switch-on activities

RESOLVED UNANIMOUSLY:

That the recommendations of the Policy, Finance and Publicity committee be approved as minuted, appointing the new contractor Dec-x for this year's lighting display.

2526-66 CLERK'S REPORT

Councillors considered the Clerk's report and recommendations.

It was considered a very positive position that the Council was working together with the County Council and it was requested that the County Councillors be written a letter inviting them to attend future meetings.

The Chair expressed her apologies that she had not invited the second County Councillor to introduce himself at the Annual Meeting due to the time constraints and hoped that he would attend a future meeting so that the council could meet him.

RESOLVED:

- a) That the actions of the Clerk between meetings, as set out in the report, be approved.
- b) That, in principle, subject to planning permission being granted, the Council enter into a lease with Hollingwood Sheds Community Group for the land at Private Drive/Station Road. Full details to be discussed at a future meeting.
- c) That the grant funding from Derbyshire County Council be received on behalf of the Poolsbrook Flood Group and the Clerk authorised to make the purchases as listed in the appendix to the report.

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- d) That the Council set aside an earmarked reserve of CIL funds to £1,000 for Flood Resilience Equipment for other areas or to replace the Poolsbrook equipment as needed.
- e) That the Council agree to purchase a tablet device for a councillor, to a cost estimate of £200-£300.

2526-67 DRAFT BUDGET 2026-27

Councillors considered the draft budget which had been compiled including feedback from Committees. It was explained that the precept percentage increase could not be calculated properly until the council Tax Base was received from the Borough Council which was unlikely to be until mid-late December following the delay to the Government Budget announcement.

It was queried if the council could add additional funding to the Remembrance budget so that the parade could be extended. It was explained, again, that the funding was not the issue, it was that the veterans nor the band could march further. This year the band would not march at all. Another Councillor explained that extending the parade onto a main road would require an extortionate amount of money to cover the road closure and it was felt to be unnecessary as the parade and the service was growing bigger each year as it was.

It was suggested that if any Councillors had queries they should contact the Clerk before the next meeting to discuss.

2526-68 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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.

2526-69 SUSPENSION OF STANDING ORDERS

During the following item the Chair asked Council to extend the meeting beyond the 2 hours by approx. 30 minutes to enable the remaining business to be concluded.

RESOLVED:

That Standing Order No. 3y be suspended for a period of 30 minutes beyond the 2 hour limit.

The Chair adjourned the meeting for a 5 minute comfort break at 7.20pm. Councillor P Mann left the meeting at 7.20pm and returned part way through the following item.

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2526-70 STAVELEY HALL ASSET REVIEW AND TENANCY MATTERS

Councillors considered the confidential report of the Town Clerk and RFO.

During discussions an email received with an offer for the Speedwell Rooms was brought up and it was confirmed that this would be the subject of a future report. The Clerk referred to the update on the Speedwell Rooms provided in the Clerk's Report and sought confirmation to proceed with the enhancements outlined. Councillors were minded that the Speedwell Rooms was not for sale and that the enhancements should proceed.

RESOLVED:

- a) That a CIO be established for the purposes of maintaining and operating Staveley Hall for future generations to enjoy.
- b) That Councillors consider if they wish to be a trustee on the new charity and forward their names to the Town Clerk for consideration at the next relevant meeting.
- c) That the Town Clerk be appointed to act as an advisor and liaison to the Board of Trustees to ensure continuity of operational knowledge.
- d) That the Governance and Lease Framework as appended to the report be approved.
- e) That a panel of three councillors be selected to carry out interviews and selection of the independent trustees.
- f) That the Legal and HR Transition Report be noted.
- g) That the Implementation and Transition Plan be approved.
- h) That the Heads of Terms for the lease agreement be approved for consultation with the CIO board of trustees once established.
- i) That notice of termination be given to the tenant as set out in the report.
- j) That the tenant be given one week's notice to remove rubbish from their former unit or be charged 2 hours staff time if they refuse.
- k) That small claims proceedings be authorised for the recovery of unpaid rental bills as set out in the report.

2526-71 STAFFING REVIEW

Councillors considered the confidential report of the Town Clerk and RFO. It was explained that the revised structure had been costed into the draft budget earlier on the agenda. An option for the addition of staffing to help re-establish the café was discussed. These posts would transfer with the Café to the charity once established.

RESOLVED:

- a) That the revised structure at Appendix 1 to the report and associated job descriptions for new roles be approved.
- b) That the recruitment to the new posts be commenced in January 2026 in order for new staff to commence from 1st April 2026.
- c) That the cleaning contract be terminated and cleaning transferred in-house asap with a review to be conducted again once the Staveley Hall Charity is established.

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- d) That the additional office and welfare space be approved as set out in the report.
- e) That the Council establish an alternative pension scheme for new employees, details to be brought to the January meeting for selection.
- f) That the Clerk make arrangements for the Café to be re-opened by Spring 2026, using reserves.

2526-72 DATE OF NEXT MEETING

The Chair advised that the date of the next meeting was 27 January 2026.

The Chair thanked Councillors for their attendance and closed the meeting at 8.11pm.

Signed: _____
Chair

Chairs Initials