

# Shirebrook

## Town Council

Minutes of the **Full Council** meeting of **Shirebrook Town Council**  
held at **6:00pm** on **Wednesday** the **17<sup>th</sup>** of **April 2024**  
at **Shirebrook Town Hall, 209 Station Road, Shirebrook, NG20 8AF.**

**PRESENT**

|                                      |                         |
|--------------------------------------|-------------------------|
| Cllr. S Brooks                       | Cllr. C Kane - CHAIRMAN |
| Cllr. P Chapman                      | Cllr. V Kirby           |
| Cllr. T Chapman                      | Cllr. J Lewis           |
| Cllr. S Cheeseman                    | Cllr. B Murray-Carr     |
| Cllr. C Dale                         | Cllr. N Smith           |
| Cllr. S Fritchley – ARRIVED AT 18:54 | Cllr. M Stockdale       |
| Cllr. F Gobey – ARRIVED AT 18:32     | Cllr. J Wilson          |
| Cllr. P Harford – ARRIVED AT 20:29   |                         |

Mrs J Jeffery - TOWN CLERK & RFO

**IN ATTENDANCE:**

Members of the public (1)  
Miss S Stevenson – MINUTE CLERK  
PCSO Evan Mason  
Jim Fieldsend – MONITORING OFFICER @ BOLSOVER DISTRICT COUNCIL  
Louise Arnold – DEPUTY MONITORING OFFICER @ BOLSOVER DISTRICT COUNCIL  
Chris McKinney – SENIOR DEVOLUTION LEAD @ BOLSOVER DISTRICT COUNCIL  
Wayne Carter – ASSISTANT DIRECTOR OF LEISURE @ BOLSOVER DISTRICT COUNCIL  
Fred Nunn – INNOVA CARE CONCEPTS  
Joe Hulbert – INNOVA CARE CONCEPTS

**2024/027 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.**

Apologies had been received or were tendered on behalf of;

Cllr. S Fritchley – Apologies submitted for the training element of the meeting only.  
Cllr. P Harford – Apologies submitted for late arrival.  
Cllr. D Smith

**RESOLVED: That the apologies be received and that the reasons for absence be noted.**

**2024/028 TO RECEIVE DECLARATIONS OF INTERESTS.**

**2024/039 – TO CONSIDER PLANNING APPLICATIONS AND REVIEW PLANNING DECISIONS.**

Cllr. C Kane

Councillors withdrew from the meeting at the appropriate points and returned after the relative conversations had concluded.

Where appropriate Councillors remained in the meeting but took no part in the relevant discussions.

**2024/029 TO RECEIVE CODE OF CONDUCT TRAINING FROM THE BDC MONITORING OFFICER. TRAINING DURATION WILL BE APPROXIMATELY 60 MINUTES**

Jim Fieldsend, the Monitoring Officer, and Louise Arnold the Deputy Monitoring Officer, for Bolsover District Council gave Code of Conduct training to Elected Members.

**2024/030 TO DISCUSS ANY POLICE MATTERS AND DECIDE ANY ISSUES FOR REPORT.**

The crime statistics had been supplied with the agenda and are available at <https://www.police.uk/pu/your-area/derbyshire-constabulary/shirebrook/>

PCSO Evan Mason was present at the meeting and updated Elected Members on the following matters;

- The success of the Community Speed Watch program.
- The zero tolerance policy on nuisance electric bikes and scooters.
- High levels of anti social behaviour on the Market Place, Leisure Centre, Portland Road and Rainbow Park occurring around school end times and the measures being taken to counteract it.

Cllr. Murray-Carr raised the matter of incorporating a screen in the Police Station that is connected to the Town Council's CCTV system and PCSO Mason said that he would take the comments back to his superiors.

The Chairman also passed on information relating to fixed penalty figures that he had been notified of by the Bolsover District Council Enforcement Team.

PCSO Mason finalised by reminding all that reporting all crime is important.

**2024/031 TO PERMIT PUBLIC PARTICIPATION PERIOD.**

**A period of up to ten minutes to receive questions from members of the public on matters pertaining to the agenda in line with the Town Council's Standing Orders. Other matters not on the agenda should be submitted in writing and will be responded to directly or reviewed at a future meeting as appropriate.**

District Councillor, Jane Yates, was present at the meeting but raised no matters at this point.

**2024/032 TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 14<sup>TH</sup> OF FEBRUARY 2024.**

It was noted that Cllr. Fritchley was not present at the meeting and therefore the note of his declared interest was not required.

**RESOLVED: That the minutes be approved as true record of the meeting.**

**2024/033 TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 4<sup>TH</sup> OF MARCH 2024.**

**RESOLVED: That the minutes be approved as true record of the meeting.**

**2024/034 TO REVIEW THE MINUTES OF COMMITTEE MEETINGS AND NOTE THE DECISIONS THERETO;**

**a. LEISURE COMMITTEE MEETING HELD ON THE 28<sup>TH</sup> OF FEBRUARY 2024.**

**RESOLVED: That the minutes be accepted as true record of the meeting and the decisions of that meeting be noted.**

**b. OPERATIONS COMMITTEE MEETING HELD ON THE 13<sup>TH</sup> OF MARCH 2024.**

**RESOLVED: That the minutes be accepted as true record of the meeting and the decisions of that meeting be noted.**

**i. TO REVIEW MATTERS REFERRED AND DECIDE ANY ACTION;**

Due to the length of the agenda the Chairman suggested that the referred matters be deferred to a future meeting. This was approved and the Clerk instructed to include the matters on the next appropriate meeting.

**2024/035 TO RECEIVE UPDATE ON MARKET SQUARE DEVELOPMENT PROJECT FROM CHRIS MCKINNEY.**

Christopher McKinney of Bolsover District Council was present at the meeting and provided Elected Members with an extensive update on the Market Square Development Project.

It was explained that the project should take around four months to complete and that alternative provision was in place to cause as little disruption to traders as possible.

Alongside that investment there will be new bus improvement works including new bus shelters.

It was also clarified that an end use for the building that would house new toilets and a store for the market operations had not been confirmed.

Chris was thanked for all his hard work in bringing the project to fruition.

**2024/036 TO RECEIVE PRESENTATION REGARDING HYDROTHERAPY POOLS AND TO DISCUSS AND DECIDE POTENTIAL WET SIDE OFFERING AT SHIREBROOK LEISURE CENTRE.**

Further to investigations by Cllrs. Shaun Cheeseman and Dale Smith, they had invited Fred Nunn and Joe Hulbert of Innova Care Concepts to provide a presentation to Elected Members regarding the work they do with installing hydrotherapy pools.

Elected Members were informed that typical build costs were between £2.5 million and £3 million which Councillors Cheeseman and Smith felt was a much more affordable option.

Wayne Carter of Bolsover District Council also present at the meeting shared the plans he had received from Pulse who had been asked to establish a plan based on the project list previously agreed by the Council. The plan was set out in a phase-by-phase basis and could be conducted in order as funds became available.

Following discussion, it was requested that Innova and Wayne work together on a comprehensive plan that incorporated elements discussed.

**2024/037 TO REVIEW AND APPROVE FINANCIAL INFORMATION**

**a. TO REVIEW CASH BOOK ENTRIES SINCE PREVIOUS MEETING AND ADDRESS ANY QUERIES PRIOR TO AUTHORISING – 1<sup>ST</sup> OF FEBRUARY 2024 TO 31<sup>ST</sup> OF MARCH 2024.**

The Clerk responded to any general queries raised.

**RESOLVED: That the reviewed information be authorised.**

**b. TO REVIEW AND AUTHORISE BANK RECONCILIATION/S FOR CASH BOOK PERIOD.**

**RESOLVED: That the reviewed bank reconciliation, showing a balance of £250,570.76 on the 31<sup>st</sup> of March 2024, be authorised.**





|   |   |
|---|---|
| <p>Application No: 24/00045/TCON<br/>                 Proposal: Works to trees (T1 - Crown Clean, T2 Crown Lift, T3 Crown Thin, T4 clear Ivy)<br/>                 Location: 2 The Clusters Wood Lane Pleasley Vale Mansfield<br/>                 Applicant: Mrs Carol Gauntlett</p> | <p><b>Granted<br/>Unconditionally</b></p> |
|---|---|

Applications/decisions and all their supporting documentation can be viewed at <https://publicaccess.bolsover.gov.uk/online-applications/>

**CLLR KANE RE-JOINED THE MEETING AND TOOK THE CHAIR.**

**2024/040 TO RECEIVE CHAIRMAN’S COMMUNICATIONS.**

**a. UPDATES FROM PREVIOUS MEETINGS.**

No updates were given to the meeting at this stage.

**2024/041 CONFIDENTIAL ITEMS/S – EXCLUSION OF THE PRESS & PUBLIC**

**Exclusion of public**

Due to the confidential nature of the business to be transacted it is advisable, in the public interest, that the public and press be instructed to withdraw from the meeting.

**RESOLVED: That in view of the confidential nature of the items to be discussed, Members passed the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government (Access to Information) Act, Part 1, paragraphs 11, (due to sensitive nature of the issues being discussed).**

**2024/042 COMMERCIAL MATTERS.**

**a. TO RECEIVE UPDATE ON COMMERCIAL LEASE MATTER AND APPROVE ACTION.**

An update was provided by the Clerk in relation to the Coronation Drive site.

**RESOLVED: That the Chairman and Clerk be approved to finalise the lease and the Chairman be authorised to sign the lease in accordance with Council procedure.**



**2024/043 PERSONNEL MATTERS.**

**a. TO RECEIVE UPDATES ON PERSONNEL MATTER AND DECIDE ACTION.**

**i. RELATING TO RETIRED EMPLOYEE.**

The Clerk updated Elected Members on the recent retirement of one of the Operations Team and sought instruction on action required.

**RESOLVED: That the Town Clerk would carry out a full staff review and report back to a future meeting.**

**ii. RELATING TO INJURED EMPLOYEE.**

The Town Clerk reported that she had received a request on behalf of the injured employee regarding payment of the annual leave allowance he had accrued during the 2023/2024 period. She had taken advice from the HR department of Bolsover District Council and from ACAS and discussed the recommended options with the meeting.

**RESOLVED: That the full 27 days allowance be paid to the employee but that not set a precedence as any request received in the future be judged on the individual circumstances.**

**THE TOWN CLERK WAS ASKED TO LEAVE THE MEETING AT THIS POINT.**

In accordance with the discussions held at the meeting of the Council held on the 4<sup>th</sup> of March the Chairman presented options for the investigation into the allegation made against the Town Clerk.

**RESOLVED: That Loates Business Solutions be selected to conduct the investigation.**

**2024/044 TO APPROVE THE DATE OF THE NEXT MEETING OF THE TOWN COUNCIL.**

The date for the next Ordinary Meeting of the Town Council will be set at the Annual Meeting, which is scheduled to take place on the 15<sup>th</sup> of May 2024, in accordance with the approved meeting schedule.

**THE MEETING CONCLUDED AT 21:10 HRS.**

**SIGNED:** \_\_\_\_\_ **CHAIRMAN**

**DATE:** \_\_\_\_\_