

**MINUTES OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE OF  
STAVELEY TOWN COUNCIL**

**Wednesday 26<sup>th</sup> September 2012**  
**Commencing at 6.00 pm**  
**In The Council Chamber, Staveley Hall**

**Present:**

Councillor A Hill – Chair  
 Councillor D Collins – Vice Chair  
 Councillor J Barnett  
 Councillor L. Collins (substituting for Councillor Tidd)  
 Councillor B. Dyke  
 Councillor H. Elliott  
 Councillor C. Ludlow

In attendance – Graeme Challands – Town Clerk and Financial Officer  
 Councillor D. Parsons  
 4 Members of the Public.

		<b>ACTION</b>
<b>278/12</b>	<p>The Chair reminded all present that the meeting was being recorded.</p> <p><b>PUBLIC SESSION</b>                      There were no questions from the public.</p>	
<b>279/12</b>	<p><b>DISCLOSURE OF PECUNIARY INTERESTS</b>                      There were no disclosures under the newly adopted Code of Conduct.</p> <p>Councillor Dyke stated that as he had no pecuniary interest in the Inkersall Road Project (he only went to Staveley Miners Welfare Football Club as a supporter) he believed he no longer needed to declare an interest under the new code.</p> <p>It was <b>AGREED</b> that the Town Clerk would check this interpretation with the Monitoring Officer at Chesterfield Borough Council.</p> <p>Pending clarification Councillor Dyke informed the meeting that he was a supporter attending matches at Staveley Miners Welfare Football Club which may have an impact on Agenda Item 9.</p>	GC

280/12	<p><b>APOLOGIES</b>  Councillor Tidd – Councillor L. Collins was in attendance as a substitute  Councillor Williams – recovering from an operation.</p>	
281/12	<p><b>COUNCILLORS NOT PRESENT</b>  There were no Councillors not present.</p>	
282/12	<p><b>MINUTES OF THE POLICY AND FINANCE COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 25<sup>th</sup> JULY 2012</b></p> <p><b>210/12 Inkersall Road Project</b>  Councillor D. Collins wished to correct the record; Councillor Ludlow had also been in attendance at the meeting with Terry Damms.</p>	
283/12	<p><b>MATTERS ARISING FROM THE MINUTES OF THE POLICY AND FINANCE COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 27<sup>th</sup> JUNE 2012</b></p> <p><b>207/12 Financial Issues</b>  The Town Clerk reported in response to the query made at the meeting by Councillor D. Collins that the sum of £1000 had now been paid to the Canal this month and so would appear on the September accounts under its own heading.</p> <p><b>208/12 Heart of Staveley Project</b>  The Town Clerk reported that the issue of the buffet had been addressed. The Assistant Financial Officer had now coded the expenditure to Heart of Staveley limited not 4034.</p>	
284/12	<p><b>FINANCIAL ISSUES</b>  a) PWLB  208/12  Councillor A. Hill asked if the Town Clerk was able to answer Question 3. The Town Clerk said he would ask staff to obtain this information and circulate it to Members as soon as workload allowed.</p> <p>Councillor A. Hill asked about the recovery of fees and the ability of Staveley Town Council to draw down the HLF grant and the new EU funding to cover the outlay of Staveley Town Council.</p>	<p>GC/ICH</p> <p>GC/ICH</p>

<p>285/12</p>	<p>The Town Clerk responded that the Assistant Financial Officer was unable to open the new Unity Trust Bank account set up to deal with all Heart of Staveley Project financial matters in the future as he needed the signatures of Councillor Ludlow and Councillor Williams to do this. Councillor Williams was recovering from an operation and his signature would be obtained as soon as the situation allowed.</p> <p>Fee recovery would be actioned as soon as the Assistant Financial Officer was in a position to do so.</p> <p>The Assistant Financial Officer would prepare a full report on the situation to let all Members know the history to date and proposals for the future.</p> <p>b) <b>RECOMMENDATION</b> : That Staveley Town Council adopt the proposed Bad Debt Recovery Policy.</p> <p>During the discussion Members proposed to look at the current booking system and deposits for hire of The Stables and Speedwell Rooms</p> <p><b>HEART OF STAVELEY UPDATE</b> The Town Clerk reported on major progress.</p> <ol style="list-style-type: none"> <li>1. The initial EU PA2 bid had been successful: it had “sailed through” the presentation made to the Board and confirmation had been received that Staveley Town Council had been granted the sum of £1,170,164.</li> <li>2. The Expression of Interest (EOI) for a Supplementary Bid to the EU PA2 had been scored. In order to be considered for a full bid EOI’s needed to score a minimum of 23 points. The Staveley Town Council bid had scored 40 points. Accordingly he was optimistic that the full bid application would be successful. This would add a further £98,000 to the funding.</li> <li>3. Heart of Staveley Limited were putting in a bid for £250,000 at the end of this week.</li> <li>4. Further bids were being lined up to landfill and aggregate sources.</li> <li>5. There had been agreement from the EU over the practical start date – this would trigger the final drawings and tender process.</li> </ol>	<p>ICH</p>
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	<p>The Town Clerk then asked Councillor A. Hill to update the meeting on negotiations between the Labour Group and Heart of Staveley Limited.</p> <p>The Chair reported that this matter would be dealt with at the next Ordinary Meeting.</p>	
<p><b>286/12</b></p>	<p><b>AFFORDABLE ECO HOMES PROJECT</b></p> <p>The Town Clerk reported that the Contract had been signed and taken to the Council's Solicitors.</p> <p>Expected progress had not been made: Cascade gave as the reason a delay in obtaining access land off Chesterfield Borough Council. However he was delighted to report that our solicitor had recently updated him and that the matter should finally be resolved on 12<sup>th</sup> October.</p> <p>As previously agreed he would approach the appointed contractor to ascertain if the remaining allotment improvements to Staveley Town and Middlecroft Allotments could be done at a price advantageous to Staveley Town Council.</p> <p>He had been requested by the other partners to see if Staveley Town Council could use its good offices to persuade Derbyshire County Council Highways to adopt the whole of the road system involved in the development.</p> <p>Members gave instances of other developments particularly in Inkersall where elements of the highways had not been adopted but <b>AGREED</b> that the Town Clerk should pursue this.</p>	<p>GC</p> <p>GC</p>
<p><b>287/12</b></p>	<p><b>INKERSALL ROAD PROJECT</b></p> <p>The Town Clerk reported that following on from item 210/12 he had been informed by Terry Damms that he expected to sign a lease for Staveley Miners Welfare Football Club ground by the end of the month for a 25 year period. The lease was being negotiated with Staveley Miners Welfare.</p>	
<p><b>288/12</b></p>	<p><b>STAVELEY MARKET</b></p> <p>The Town Clerk reported that he was following up further advertising, and LED lights.</p>	

	<p>The weather had recently affected the market as was expected with adverse conditions.</p> <p>It was <b>AGREED</b> that he would request staff to remove the covers and to ensure the wind chaser flags achieved maximum publicity.</p> <p><b>289/12 MASTIN MOOR COMMUNITY CENTRE</b>  The Town Clerk reported on progress. The CEPC had been completed following which particulars had been issued to the 32 interested parties.</p> <p>The process of informal tender was scheduled to close on November 7<sup>th</sup> and the outcome would be examined at that time.</p> <p><b>290/12 RESTRUCTURING ISSUES</b>  As this matter involved staff this item was moved to Part 2 of the meeting.</p> <p><b>291/12 WINTER ARRANGEMENTS</b>  The Town Clerk reminded Members that it was the policy of Staveley Town Council to buy and maintain three new grit bins each year. However, the current administration at Chesterfield Borough Council had developed a different policy for winter and he welcomed information as to how this may impact on Staveley Town Council proposals.</p> <p>Councillor Ludlow responded that Chesterfield Borough Council had reviewed its winter arrangements and this should now be available for public scrutiny. Whilst she was unable to recall the Option adopted she said that Chesterfield Borough Council would not be supplying any new grit bins: that was a Derbyshire County Council responsibility. She advised the Town Clerk to check the new document.</p> <p>A discussion took place on potential sites.</p> <p>The Town Clerk pointed out the intention had been to ensure each ward was fairly treated.</p> <p>It was <b>AGREED</b></p> <ul style="list-style-type: none"> <li>• That the Town Clerk should examine the latest Chesterfield Borough Council document.</li> </ul>	<p>GC</p>
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	<ul style="list-style-type: none"> <li>• That the Town Clerk should check previous minutes to see where had been suggested last winter.</li> <li>• That the Town Clerk should circulate all Members asking them to put forward potential locations and a final decision be made then.</li> </ul> <p>In the interim the Town Clerk would order a supply of rock salt for use this winter.</p>	<p>GC/LB</p> <p>GC</p>
<p><b>292/12</b></p>	<p><b>HOLYWELL MEDICAL GROUP</b> Members discussed the letter from Mr. Keith Bannister.</p> <p>It was <b>AGREED</b> that the letter should be noted.</p> <p>Councillor Ludlow stated that the issues raised by Mr. Bannister</p> <ol style="list-style-type: none"> <li>1) The running of the Holywell Medical Group Practices in Staveley.</li> <li>2) The problem of drink and drug dependency in Staveley.</li> <li>3) The formation of a partnership to meet quarterly to discuss joint working to address the problems and resultant anti social behaviour.</li> <li>4) Sources of funding to publicise the partnership</li> </ol> <p>Were not relevant to Staveley Town Council.</p> <p>There was general agreement that the service received by patients had improved since the meeting with Dr. Bradder.</p> <p>Councillor Dyke believed Staveley Town Council should send a letter supporting Mr. Bannister's views on the availability of cheap alcohol from outlets outside of public houses to the Government.</p>	<p>GC</p>
<p><b>293/12</b></p>	<p><b>STAVELEY TOWN COUNCIL WEBSITE</b> It was generally felt the new website was operating well. Councillor Ludlow suggested that the Town Clerk contact Chesterfield Borough Council regarding training on the maintaining of websites. The Town Clerk agreed to contact Ginny Browning for further information.</p>	<p>GC</p>
<p><b>294/12</b></p>	<p><b>STAVELEY TOWN CRIER</b> Following the resignation of the Assistant Town Clerk it was agreed that an edition of the Town Crier was not an option for</p>	

	<p>this winter.</p> <p>Instead the Town Clerk should utilise the budget to advertise relevant Staveley Town Council events in the Derbyshire Times/Chesterfield 1<sup>st</sup> and free outlets including the Chesterfield Post.</p>	<b>GC</b>
<b>295/12</b>	<p><b>PART II – CONFIDENTIAL BUSINESS</b></p> <p><b>PUBLIC BODIES (ADMISSION TO MEETINGS ACT), 1960</b></p> <p><b>RESOLVED –</b> 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 be excluded from this meeting during the discussion thereof.</p>	
<b>296/12</b>	<p><b>RESTRUCTURING ISSUES</b></p> <p>The Town Clerk was authorised to follow agreed procedures in respect of long term illness.</p> <p>The Town Clerk was authorised to investigate an apprentice as a stop gap measure pending a Staff Review.</p> <p>The Town Clerk was authorised to hold Policy Finance and Publicity Committee Meetings on the same evenings as the Leisure and Community Committee and to follow on from those.</p> <p>This was to be a <b>RECOMMENDATION</b> for the next Ordinary Meeting and not wait for the Policy Finance and Publicity Minutes to be produced.</p> <p>The Town Clerk agreed to contact Mark Evans Chesterfield Borough Council in regards to a Staff Review.</p>	<p><b>GC</b></p> <p><b>GC</b></p> <p><b>GC</b></p> <p><b>GC</b></p>

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