



Somercotes Village Hall, Nottingham Road, Somercotes, Alfreton, Derbyshire, DE55 4LY  
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# MINUTES

**DATE: 21<sup>ST</sup> MARCH 2025**

The minutes have been written and produced by Matthew Evans, Clerk and Proper Officer to Somercotes Parish Council.

## **Members Present:**

- Cllr. Scott Walker [Chairman]
- Cllr. Paul Curran-Bilbie [Vice Chairman]
- Cllr. Colin Addison-Lees
- Cllr. Elaine Sherman
- Cllr. Emma Watson
- Cllr. John McCabe
- Cllr. John Walker
- Cllr. Martin Baron
- Cllr. Paul Slater
- Cllr. Steve Tomlinson

## **Officers Present:**

- Matthew Evans [Clerk & Proper Officer] and Kimberley Walker [Deputy Clerk and Responsible Financial Officer]

## **98/24 Apologies for Absence:**

Apologies of absence were received from Cllr. J. Coles, Cllr. P. Wardle and Cllr. J. Parker

## **99/24 Social Media:**

The Clerk informed the meeting that he was recording the meeting for the purpose of accurate minute production.

## **100/24: Declaration of Members Interests:**

Declarations of Interest were raised by Cllr. E. Watson for agenda item 105/24(b) Dispensation was granted by the Proper Officer, and from Cllr. E. Sherman in item 108/24(b) Dispensation was not requested.

### **101/24: Variation of Order of Business**

No variation to the agenda was agreed.

### **102/24: Public Participation:**

#### **(a) Members of the Public Section**

\*Cllr. E. Sherman left the meeting at this point due to a conflict of interest

Questions were taken from two Members of the Public in regards to the development on Birchwood Lane.

#### **(b) Local Authority Section:**

Cllr. J. McCabe gave the Council a report on his work as Cabinet Member for Communities and Street Pride at Amber Valley Borough Council.

Cllr. E. Sherman gave the Council a report on her work as Cabinet Member for Community Safety at Amber Valley Borough Council.

Both Cllr. E. Sherman and Cllr. J. McCabe updated the Council on their work in regards to expanding the Victim Support Help Line, with particular work done by Cllr. E. Sherman done to raise awareness of violence against women in schools.

### **103/24: To approve the minutes of the Ordinary Parish Council meeting held on Friday 17th January 2025:**

It was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson that the minutes for the meeting be accepted as a true and accurate record, this was agreed upon unanimously by all Councillors.

### **104/24: To consider motions by Councillors in accordance with Standing Provision 9(b):**

#### **(a) Proposed by Cllr. E. Watson and seconded by Cllr. S. Tomlinson**

Council **RESOLVES** to instruct the officers of the Council to arrange a Code of Conduct Training session with DALC for Councillors to attend.

The motion was agreed upon unanimously by all Councillors.

#### **(b) Proposed by Cllr. J. McCabe and seconded by Cllr. E. Sherman**

Council **RESOLVES** that Councillors shall be required to log their time of arrival and departure when attending the Parish Office when they come in to discuss Parish business.

A recorded vote on the motion was requested by Cllr. S. Tomlinson:

**AYE**

Cllr. E. Sherman  
Cllr. J. McCabe  
Cllr. P. Slater

**NO**

Cllr. E. Watson  
Cllr. J. Walker  
Cllr. M. Barron  
Cllr. P. Curran-Bilbie  
Cllr. S. Tomlinson  
Cllr. S. Walker

**ABSTAIN**

Cllr. S. Walker

The motion was rejected by a majority of the Councillors present at the meeting.

**(c) Proposed by Cllr. J. McCabe and seconded by Cllr. J. Walker**

Council **RESOLVES** That the front entrance of the Parish Hall be designated a no smoking/vaping zone and that a smoking/vaping zone be designated away from the front entrance of the hall.

The motion was carried by a majority of Councillors present on the following margin:

**AYE: NINE (PASSED)**

**ABSTAIN: ONE**

**(d) Proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. J. McCabe**

Council **RESOLVES** to instruct the officers to arrange a civic event in order to mark 80<sup>th</sup> anniversary of VE-Day.

The motion was agreed upon unanimously by all Councillors.

**105/24: To receive reports from the Clerk for discussion, adoption and resolution:**

**(a) Bridle Lane [Leadbrooks] Allotment Garden Update:**

The Clerk presented his report and recommendations for the Council in regards to the Bridle Lane Allotment Garden.

It was proposed by Cllr. S. Walker and seconded by Cllr. J. Walker, that the Council **RESOLVES** to undertake the following:

**RESOLVE** to set the rent for the 2025/2026 financial year for the Bridle Lane Allotment Garden's at £0.07 per square meter.

**RESOLVE** to adopt the NALC Model Allotment Tenancy Agreement as the governing document for all plot holders commencing the 2025/2026 financial year.

**RESOLVE** to charge a security deposit for £35 per plot.

The motion was agreed upon unanimously by all Councillors.

### **(b) Parish Hall Refurbishment Update**

The Clerk presented a report with recommendations in regard the refurbishment of the Parish Hall.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. C. Addison-Lees that the Council **RESOLVES** to undertake the following:

**RESOLVE** to begin negotiations with the PCC and Diocesan Board of Finance in regards to either renewing/extending the current lease.

**RESOLVE** Officers to produce an official tender specification for the works to be completed, and presented to the Council, pending negotiations with the PCC and Diocesan Board of Finance

**RESOLVE** For Officers to bring forward a quote for works to fix the current sewage issues.

The motion was carried by a majority of Councillors present on the following margin:

**AYE: NINE (PASSED)**

**ABSTAIN: ONE**

### **(c) Community Speed Watch Update**

The Clerk presented a report with recommendations on the Community Speed Watch Scheme.

It was proposed by Cllr. J. McCabe and seconded by Cllr. S. Tomlinson that the Council **RESOLVES** to undertake the following:

**RESOLVE** for the Officers of the Council and the Community Speed Watch Lead to arrange a preliminary meeting with the volunteers to advise on what will be required, and to arrange for training to be undertaken

**RESOLVE** on completion of the training of sufficient volunteers for the Officers to present to Council quotes for appropriate equipment either purchased or loaned from another Council.

The motion was agreed upon unanimously by all Councillors.

### **(d) Core Policy Update**

The Clerk presented to Council for adoption a Risk Management Strategy as required by the internal auditor recommendation and the Model LGA Memembrs Code of Conduct for adoption.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. E. Watson that the Council **RESOLVE** to adopt the Risk Management Strategy and Model LGA Code of Conduct as presented. This was agreed upon unanimously by all councillors.

### **(e) Market Street Car Park**

The Clerk presented to the Council a report regarding the request from the Curry Lounge to undertake excavation of the Car Park to resolve their water supply issues.

It was proposed by Cllr. E. Watson and seconded by Cllr. J. McCabe that the Council **RESOLVE** to authorise the Curry Lounge to undertake the water works as agreed on condition of repair of any damage caused. Officers of the Council will make known via public notice the date of which work is expected to take place.

This was agreed upon unanimously by all councillors.

#### **(f) Pre-Election Period Notice**

Clerk presented to the Council advice regarding the pre-election period on Council activities.

The advice was duly noted.

### **106/24: To receive reports from the Responsible Financial Officer for discussion, adoption and resolution:**

#### **(a) VAT Update**

The RFO presented a report to the Council on the Council's current VAT position.

It was proposed by Cllr. S. Walker and seconded by Cllr. P. Curran-Bilbie that the Council would not elect to charge VAT on room hire of the Parish Hall outside of the required the VAT regime, and would work to ensure that any need to register for VAT would have minimal impact on users.

This was agreed upon unanimously by all Councillors.

#### **(b) Appointment of Internal Auditor**

The RFO presented to the Council a recommendation to appoint Karen Howe as the internal auditor of the Council at a cost of £250.00 plus £30.00 per hour for additional work.

It was proposed by Cllr. J. Walker and seconded by Cllr. J. McCabe that the Council **RESOLVE** to appoint Karen Howe as the Internal Auditor.

This was agreed upon unanimously by all Councillors.

#### **(c) Monthly Skip Charge Update**

The RFO presented a report advising on the increased cost of the monthly skip collection.

It was proposed by Cllr. S. Walker and seconded by Cllr. S. Tomlinson that the skips go ahead for April, May, and June and that the Council reconsider the skips going forward at the July meeting of the Council.

The motion was carried by a majority of Councillors present on the following margin:

**AYE: NINE (PASSED)**

**ABSTAIN: ONE**

## **107/24: Parish Council Finances:**

### **(a) Accounts between January 2025 and February 2025**

The Financial Accounts was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. J. Walker and agreed upon unanimously.

### **(b) Income between January 2025 and February 2025**

The recorded income report was proposed by Cllr. P. Curran-Bilbie and seconded by Cllr. J. Walker and agreed upon unanimously.

## **108/24: Planning**

\*Cllr. E. Sherman left the meeting due to conflict of interest previously declared.

### **(a) New Applications:**

#### **REF: AVA/2025/0023**

**ADDRESS:** Lands At Pye Bridge Industrial Estate Pye Bridge Industrial Estate Somercotes Alfreton Derbyshire

**PROPOSAL:** Proposed demolition of industrial buildings and erection of extension to industrial building and provision of additional parking spaces

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. J. Walker that the Council object, this was agreed upon unanimously by all Councillors present.

#### **REF: AVA/2025/0049**

**ADDRESS:** EVANS CONCRETE PRODUCTS LTD Pye Bridge Industrial Estate Somercotes Alfreton Derbyshire DE55 4NX

**PROPOSAL:** Demolition of existing office block and erection of new single-storey office block and associated parking area

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. E. Watson that the Council object, this was agreed upon unanimously by all Councillors present.

#### **REF: AVA/2025/0118**

**ADDRESS:** 35 Leamoor Avenue Somercotes Alfreton Derbyshire DE55 1RL

**PROPOSAL:** Proposed installation of 2 no. air conditioning units

It was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson that the Council should consider the noise be considered, this was agreed upon unanimously by all Councillors present.

#### **REF: AVA/2025/0127**

**ADDRESS:** Birchwood Kennels And Cattery 123 Birchwood Lane Somercotes Alfreton Derbyshire DE55 4NE

**PROPOSAL:** Proposed infill two-storey extension and replacement of main roof to form attic bedroom

NO comment was agreed.

**(b) Planning Outcomes:**

**REF:** AVA/2024/0859

**ADDRESS:** Land Off Stanley Street Stanley Street Somercotes Alfreton Derbyshire

**PROPOSAL:** Variation of condition 2 (plans) of AVA/2022/1104 to vary plots 130 -134

**OUTCOME:** **APPROVED**

**109/24: Correspondence:**

No correspondence was received.

It was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson that that the Standing Order 3(aa) be suspended for 15 minutes in order to allow for all business to be concluded. This was agreed upon unanimously by all councillors present.

**110/24: Confidential Item(s):**

**(a) Exclusion of The Public:**

It was proposed by Cllr. J. McCabe and seconded by Cllr. S. Tomlinson that Members of the press and the public are excluded from the meeting during the following agenda item by reason of the confidential nature of the items of business to be transacted. This is in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Schedule 12A (Access to Information) of the Local Government Act 1972 for the following agenda items.

**(b) Staff Safety Report:**

The Clerk presented a report on staff safety for the consideration of Councillors.

It was proposed by Cllr. S. Tomlinson and seconded by Cllr. E. Watson that the Council **RESOLVES** to:

**RESOLVE** to approve the merging of the existing Parish Office with the adjoining Caretakers Office and implement an electronic door access system alongside a dedicated reception desk.

**RESOLVE** to implement a security incident log, which all staff shall be required to log incidents into and then present to the HR Committee meetings.

The motion was carried by a majority of Councillors present on the following margin:

**AYE:** NINE (**PASSED**)

**ABSTAIN:** ONE

**(c) NJC Terms Clerk Contract**

\*The Clerk left the meeting in accordance with his declaration of interest, and the minutes herein were recorded by the Deputy Clerk.

The Deputy Clerk presented a report to the Council advising on a contractual term of the Clerks contract.

It was proposed by Cllr. J. Walker and seconded by Cllr. S. Tomlinson that the Council adopt the recommendations of the report. This was agreed upon unanimously.

**111/24: Date and Time of Next Meeting**

The date and time of the next meeting was confirmed as Friday 16<sup>th</sup> May 2025, in the Main Hall at Somercotes Parish Hall, Nottingham Road, Somercotes, DE55 4LY.

**The Chairman declared the meeting closed at 20:45 PM**