



Minutes of the

Ordinary Meeting of the Full Council held on Thursday 19th June 2025

At 6.00pm in the Cavendish Room, Creswell Events Centre

Present:

- Cllr Amanda Davis (In the Chair)
- Cllr P Colbert
- Cllr S Smith
- Cllr E Glassey
- Cllr M Bryant
- Cllr M Sanders
- Cllr J Bend

Also in Attendance:

Jade Wilson (Clerk), James Palmer (RFO)
Matthew Evans (Deputy CEO – DALC)
There were 20 Members of the Public (MOP) in attendance.

ECPC – 15/25

To receive Apologies for Absence

Apologies were received from Cllrs Jim Wells, Rita Turner, Duncan McGregor, Catherine Gilfillan and County Councillor Roy Hallett.

It was unanimously **agreed** to accept the reasons for apologies.

ECPC – 16/25

To receive any Declarations of Interest

There were no declarations of interest.

ECPC – 17/25

To approve the minutes of the Annual Council Meeting held on 8th May 2025

RESOLVED: It was proposed by Cllr Smith that the minutes of the last meeting be accepted, this was seconded by Cllr Colbert and the others agreed unanimously.

ECPC – 18/25

Public Participation

- a) Members of the Public had submitted questions for the Council prior to the meeting.

A separate document is provided on the website which lists the questions and answers.

Additional matters raised at the meeting:

A MOP expressed concern over the state of the cemetery (phase 2). Cllr Smith said the cemetery was better than it was, but the Council is aware there is work to be done. There will be a committee meeting in July to discuss actions further.

A MOP complained about the cemetery and the noise of the strimmer.

A MOP and representative from the Model Village Neighbourhood & Friends Group enquired about the space behind the H&WC with regards to using it for an event. The Chair and Clerk asked him to submit a written request so that it could be considered at the next meeting.

- b) If the Police Liaison Officer, County Council or District Council Member(s) are in attendance, they will be given the opportunity to raise any relevant Parish Council matter

A short update was received from District Councillor Amanda Davis. She said Bolsover District Council leader Jane Yates and CEO Karen Hanson were keen to do a presentation regarding local government reorganisation and this could be added to the next meeting agenda. She added that she had attended a meeting with CERAG with Jane Yates on 11th June to discuss the Dragonfly report and the Creswell Growth Plan. She said there would be a full council meeting on the 9th July to discuss the report and it would go to the Executive afterwards.

The Police Liaison Officer was unable to attend, so had sent a report. This was read out by the Clerk. In summary:

- Stop searches and acquisitive crime patrols are continuing in the Creswell area.
- During May police held several community catch ups, Crime prevention events (at the Event centre and Church Rooms in Elmtun)
- They had Op Sceptre (the knife crime week) and attended various location with the knife amnesty bin, stop searches patrols.
- Conducted patrols around Creswell Infants School; they are getting a few parking complaints. Children had a road safety input, and we are in the process of a Road Safety Poster competition
- New Priority for Creswell for the next 3 months is a focus on reducing and highlighting the vulnerabilities within acquisitive crime in Creswell following a recent increase in theft reported."

There was a discussion about non-uniformed patrols with the PCSO and the Clerk was asked to follow this up.

There were no County Council reports.

ECPC – 19/25

To resolve to formally ratify the appointment of the new Clerk & Proper Officer to the Parish Council

RESOLVED: It was proposed by Cllr Smith that the appointment is formally ratified, this was seconded by Cllr Bend and the others agreed unanimously. It was also agreed to add the Clerk to the Bank Mandate.

ECPC – 20/25

To resolve to formally ratify the appointment of the new Responsible Financial Officer (Deputy Clerk) to the Parish Council

RESOLVED: It was proposed by Cllr Smith that the appointment is formally ratified, this was seconded by Cllr Sanders and the others agreed unanimously. It was also agreed to add the RFO to the Bank Mandate.

ECPC – 21/25

Finances

- a.) To note that the payments and bank reconciliation for May 2025 will be presented to Full Council in the July meeting for approval (due to the workload of the new Officers)

This was unanimously **approved** by Councillors.

ECPC – 22/25

Officers Report

A report was received from the Clerk, regarding activity since commencing employment with the Parish Council (Attachment ECPC-2225).

ECPC – 23/25

Year end and Audit

- a.) To receive and review the Internal Auditor report (Attachment ECPC-2325a)

DEFERRED: The Internal Auditor Report and full accounts were not yet completed. Matthew Evans explained the delays in the Public Participation session. It was agreed that an Extraordinary meeting will be called as soon as the documents are available to reconsider Items ECPC – 23/25 (a) to (e).

- b.) To agree that a Limited Assurance Review is required (Intermediate)

DEFERRED

- c.) To review and sign the Annual Governance Statement 2024/2025 (Attachment ECPC-2325c)

DEFERRED

- d.) To review and sign the Accounting Statement for 2024/2025 (Review the Statement of Variances or other necessary supporting documentation for submission, if applicable)

DEFERRED

- e.) Elector's Rights – to note and agree the dates of the Exercise of Public Rights as Tuesday 1st July to Monday August 11th 2025

DEFERRED

ECPC – 24/25

Staffing Matters

- a) To agree the date for the next HR Committee meeting in July

RESOLVED: It was unanimously agreed that the next HR Committee meeting will be on Tuesday 8th July at 3.30pm.

- b) To approve that the HR Committee be tasked with undertaking the process of recruiting a Senior Maintenance worker

RESOLVED: It was proposed by Cllr Glassey that the recruitment process starts, this was seconded by Cllr Smith and was unanimously **agreed**. The Clerk noted comments from Cllr Smith about putting the full grounds maintenance schedule out to tender. The Clerk and Chair said costings would need to be considered for both options, but in the meantime a replacement worker was required to cover a staff member leaving.

- c) To approve that the HR Committee be tasked with undertaking the process of recruiting a Deputy/Assistant Events Centre Manager

RESOLVED: It was proposed by Cllr Glassey that the recruitment process starts, this was seconded by Cllr Smith and was unanimously **agreed**. Councillors commented about how hard the Events Centre Manager works.

- d) To approve that the HR Committee be tasked with reviewing the potential need for a temporary Administrative Assistant for the Parish Office and be tasked with recruitment, if required.

RESOLVED: Cllr Smith asked if this had been budgeted for. Matthew Evans said there was a staffing contingency. It was proposed by Cllr Glassey that an Administrative Assistant be recruited on a temporary basis, this was seconded by Cllr Bend and was **agreed**.

ECPC – 25/25

Parish Council Property and Assets

- a.) To agree the date and time for the next Property Scrutiny Committee [Audit] in July

RESOLVED: It was unanimously agreed that the next Property Scrutiny Committee meeting will be on Wednesday 23rd July at 10am.

- b.) To approve that the Property Committee commence the task of reviewing all buildings the Council operates and produce a report to recommend the future of said buildings – as per NALC Report

RESOLVED: It was proposed by Cllr Smith that the review is progressed, this was seconded by Cllr Bend and was unanimously **agreed**.

- c.) To receive an update from the Heritage and Wellbeing Working Group

The Chair stated that this had already been covered in the Public Participation section.

- d.) To receive an update regarding the Draft Service Level Agreement with Bolsover District Council for the Heritage & Wellbeing Centre

The Chair stated that this had already been covered in the Public Participation section.

ECPC – 26/25

Other Items Requiring a Decision

- a.) To consider moving Full Council meetings back to the Cavendish Room, to allow for commercial room bookings in the Main Hall

RESOLVED: Cllr Davis explained that if meetings were held in the hall, then regular hirers were having to be moved upstairs. She said that if a meeting was scheduled, that would potentially attract a lot of attention, then arrangements would be made to use the hall, i.e. for the meeting after the Public Interest report. Matthew Evans said the External auditors would arrange the venue for this so that the community can engage with the Council.

It was proposed by Cllr Smith that meetings go back to the Cavendish room, this was seconded by Cllr Sanders and was **agreed**.

- b.) To consider the Parish Council response to the Consultation on Flood Funding Reform (Attachment ECPC-2625b)

RESOLVED: The Clerk gave a brief overview of the consultation. . It was proposed by Cllr Smith that the Clerk submits the response from the Parish Council, this was seconded by Cllr Glassey and was **agreed**.

ECPC – 27/25

Planning Matters

- a) To agree if the following planning applications require comment from the Parish Council ([Planning Portal Link](#)):

- i.) Application No: 25/00227/FUL

Proposal: Detached dormer bungalow

Location: Land South Of 81 Wood Avenue Creswell

There were no comments.

- ii.) Application No: 25/00243/FUL

Proposal: Single storey extension to the rear

Location: 6 Beeley Close Creswell Worksop S80 4GA

There were no comments.

iii.) Application No: 25/00181/FUL

Proposal: Installation of 40kW Ground Mount Solar Panel System, 2 x tables of 40 solar panels in portrait.

Location: The Grange Ringer Lane Farm Ringer Lane Elmtun

There were no comments.

iiii.) Application No: 25/00261/FUL

Proposal: Single storey rear extension, dormer to rear and render to all elevations

Location: 47 Elmtun Road Creswell Worksop S80 4LN

There were no comments.

b.) Planning decisions:

Application No: 25/00174/FUL

Proposal: Site gates, hardstanding, floodlights, CCTV, grooming shelter and shepherds hut ancillary to equestrian use of the site (retrospective application)

Location: Stables Opposite 87 Hollin Hill Road Clowne

Granted conditionally

NOTED

c.) To consider any planning applications received since the publication of the agenda and resolve to comment, if required

NONE

ECPC – 28/25

To review items of Correspondence

(a) The Clerk has received an email from a resident with concerns about the children's playparks in Creswell

There was a discussion about the playparks. It was agreed that it was important to acknowledge all complaints received and respond back to the community taking time to email in. Councillors agreed a proper structure needed to be in place for maintenance and if overtime was needed, then it should be used.

(b) The Clerk has granted a request for ninety minutes of free room hire at The Events Centre, for a Zumbathon that is raising money for The Children's Hospital Charity (Sheffield)

The Clerk said a Policy would be written regarding granting charitable room hire.

(c) A member of the public emailed to state the entrance to Wollen Meadows Creswell height restriction was damaged and ripped off its hinges (reported)

Councillors said it was believed this was repaired now.

A MOP said that his questions sent to the Clerk did not appear on the agenda under correspondence or in the pre-submitted questions list. The Clerk explained that this had been responded to privately as it formed part of a Freedom of Information (FOI) request. The MOP went through the questions and answers. The Parish Council said any documents that were not submitted were not held, and as soon as these documents were available they would be sent on. Cllrs Davis and Colbert added that we all want the information and we should not have to wait this long, options for the long term regarding the H&WC were still being considered but closure would also cost (redundancies, rates, insurance etc.) The Clerk said that the once the website

is improved, it is hoped a section would be made available for posting FOI requests and other documents regularly asked for.

ECPC – 29/25

Date and Time of Next Full Council Meeting

Thursday 31st July 2025 at 6:00PM

MEETING CLOSED 7.17PM

SIGNED: _____ NAME: _____

DATE _____