



Supporting Documents for Full Council Meeting

Elmton with Creswell Parish Council

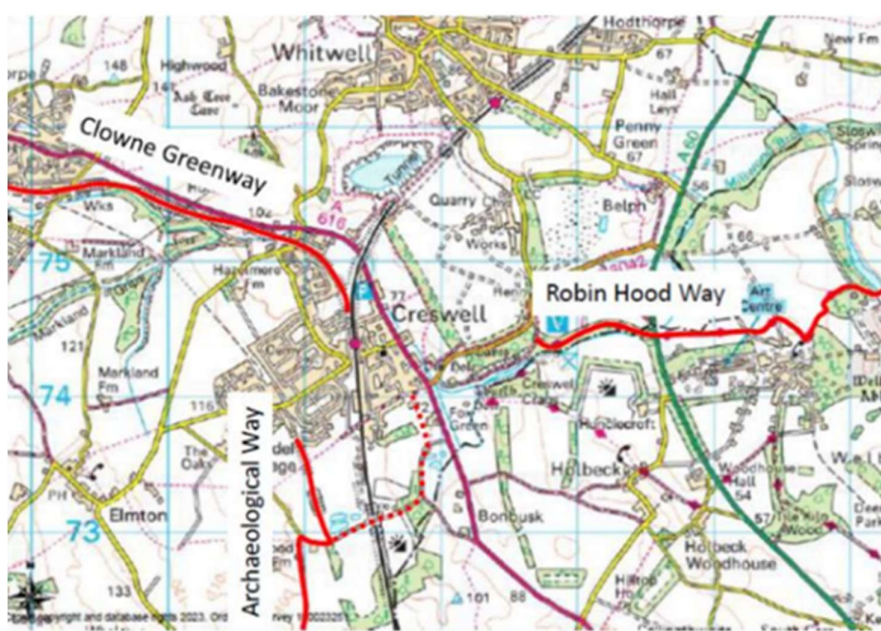
31st July 2025

Agenda Item: ECPC – 39/25 Creswell Connects Information

Bolsover Community and Voluntary Services have been commissioned to do a public consultation on a project entitled Creswell Connects.

The trails network of North Derbyshire and North Nottinghamshire is a key asset for the area, connecting communities and visitors to places of work and recreation. The network is central to 'Visit. Sleep. Cycle. Repeat' (VSCR), a programme aimed at developing a community-led visitor destination, based around walking and cycling, and the world-class heritage offer of the area.

The village of Creswell, in Bolsover District, is an important node within the trails network. Three trails converge on the Village – the Archaeological Way, the Clowne Greenway and the Robin Hood Way – but, at present, there are no well-defined, signed and promoted routes to connect the three trails.



The Creswell Connects project will identify a series of routes through Creswell that provide the missing links within the trails network, and will prepare outline costed designs, based around these routes, to support future requests for funding.

The desired outcomes of the consultation are:

- To obtain a representative picture of local views to the potential options proposed for the routes to connect the Archaeological Way, the Clowne Greenway and the Robin Hood Way.

- To ensure that stakeholders identified within the stakeholder mapping exercise are fully informed of the proposed options on the developed routes, and that they are able to give their views about the proposals.
- To receive stakeholder and public feedback/knowledge, information and ideas, that can inform and improve the potential option(s) proposed
- To understand the level of support from locals for the potential option(s) proposed
- To maintain existing relationships and build relationships with key stakeholders, developing trust, confidence and advocacy; and
- To use engagement and consultation to communicate clearly and appropriately, to dispel misinformation and avoid undue stakeholder concerns.

At the moment a public consultation is planned for 21st August 2025 until 25th September 2025.

There will also be two public drop-in sessions within the same period. Dates and location to be determined.

The purpose of this email is to alert you and your parish councillors of the consultation and to seek their advice on possible stakeholders in the community, given your parish's proximity to the trails.

Agenda Item: ECPC – 42/25

Website and gov.uk emails

The 2025 edition of the [Practitioners Guide](#) contains a new Assertion 10 covering digital and data compliance, including GDPR, for this current year (see p.14 and p.46).

1. There is a new requirement for smaller authorities (excluding parish meetings) to have an **IT Policy** (1.54).

2. Every council must have a **generic email account hosted on an authority owned domain**, for example office@abcparishcouncil.gov.uk or clerk@abcparishcouncil.org rather than abcparishclerk@icloud.com.

It was resolved in May 2025 (Minute ECPC- 11/25 a.) to progress with this requirement.

Three quotes have been received and considered by the Parish Council.

Agenda Item: ECPC – 43/25 e. Charitable Trust - Recommendations

Parish Council Officer's Recommendation:

Dissolution of the Creswell Community and Wellbeing Centre CIO – No 1206992

As Officers to Elmdon with Creswell Parish Council, we recommend that the Parish Council proceeds with the dissolution of the Charitable Trust, which was originally established to seek financial benefits, such as a reduction in non-domestic rates for the Heritage and Wellbeing Centre.

After a review of the Trust's position, the following concerns have been identified:

- The Trust has not been able to carry out the functions it was set up to perform.
- To achieve its original aims, the Trust would require daily operational control and decision-making, which the Council cannot delegate due to limited internal capacity, experience, and oversight.
- There is insufficient information available about the current Trust board members and structure, raising questions about its accountability and governance.
- Continuing with the Trust in its current form presents a significant financial and reputational risk to the Parish Council.

In light of these concerns, and to safeguard the Parish Council's interests, it is recommended that the Parish Council takes appropriate steps to dissolve the Trust in a lawful and transparent manner. This would avoid further legal costs for either party, reduce the risk of community mistrust or speculation, and help prevent further strain on relationships with local stakeholders. Given that the Trust, in its current form, is unable to achieve its original purpose, dissolution is considered the most practical and responsible course of action.

The Clerk has been in contact with NALC Investigatory Team regarding this recommendation and they fully support this view.

Agenda Item: ECPC – 43/25 f.

Email received 18/07/2025

Good Evening,

Apologies for the lateness of my email, I spoke with yourself and Cllr. A Davis at the last full council meeting regarding using the green behind the Creswell Wellbeing Centre for an event in the future. I am Youth Officer for Creswell Model Village Neighbourhood and Friends, and we would like to use the green for events to put on for the Youth of the village to help get kids out and about more and hopefully try and reduce Anti-Social Behaviour.

I would like this item to be placed on the Agenda as per our conversation to help get the councillors to reach a decision to help us as a residents association perform and help our villages children.

I have also copied in our secretary and other committee members.

Kindest Regards, Youth Officer, Creswell Model Village Neighbourhood and Friends

Agenda Item: ECPC-44/25 c. IT Policy

Elmton with Creswell
Parish Council



IT POLICY | ADOPTED JULY 2025

Elmton with Creswell Parish Council

IT Policy

1. Introduction

Elmton with Creswell Parish Council recognises the importance of effective and secure information technology (IT) and email usage in supporting its business, operations, and communications.

This policy outlines the guidelines and responsibilities for the appropriate use of IT resources and email by council members, employees, volunteers, and contractors.

2. Scope

This policy applies to all individuals who use Elmton with Creswell Parish Council's IT resources, including computers, networks, software, devices, data, and email accounts.

3. Acceptable use of IT resources and email

Elmton with Creswell IT resources and email accounts are to be used for official council-related activities and tasks. Limited personal use is permitted, provided it does not interfere with work responsibilities or violate any part of this policy. All users must adhere to ethical standards, respect copyright and intellectual property rights, and avoid accessing inappropriate or offensive content.

4. Device and software usage

Where possible, authorised devices, software, and applications will be provided by Elmton with Creswell Parish Council for work-related tasks.

Unauthorised installation of software on authorised devices, including personal software, is strictly prohibited due to security concerns.

5. Data management and security

All sensitive and confidential Elmton with Creswell Parish Council data should be stored and transmitted securely using approved methods. Regular data backups should be performed to prevent data loss, and secure data destruction methods should be used when necessary.

6. Network and internet usage

Elmton with Creswell Parish Council's network and internet connections should be used responsibly and efficiently for official purposes. Downloading and sharing copyrighted material without proper authorisation is prohibited.

7. Email communication

Email accounts provided by the Parish Council are for official communication only. Emails should be professional and respectful in tone. Confidential or sensitive information must not be sent via email unless it is encrypted.

Be cautious with attachments and links to avoid phishing and malware. Verify the source before opening any attachments or clicking on links.

8. Password and account security

Elmton with Creswell Parish Council users are responsible for maintaining the security of their accounts and passwords. Passwords should be strong and not shared with others. Regular password changes are encouraged to enhance security.

9. Mobile devices and remote Work

Mobile devices provided by [insert name] parish council should be secured with passcodes and/or biometric authentication. When working remotely, users should follow the same security practices as if they were in the office.

10. Email monitoring

The Parish Council reserves the right to monitor email communications to ensure compliance with this policy and relevant laws. Monitoring will be conducted in accordance with the Data Protection Act and GDPR.

11. Retention and archiving

Emails should be retained and archived in accordance with legal and regulatory requirements. Regularly review and delete unnecessary emails to maintain an organised inbox.

12. Reporting security incidents

All suspected security breaches or incidents should be reported immediately to the designated IT point of contact for investigation and resolution. Report any email-related security incidents or breaches to the IT administrator immediately.

13 Training and awareness

Elmton with Creswell Parish Council will provide regular training and resources to educate users about IT security best practices, privacy concerns, and technology updates. All employees and councillors will receive regular training on email security and best practices.

14. Compliance and consequences

Breach of this IT and Email Policy may result in the suspension of IT privileges and further consequences as deemed appropriate.

15. Policy review

This policy will be reviewed annually to ensure its relevance and effectiveness. Updates may be made to address emerging technology trends and security measures.

16. Contacts

For IT-related enquiries or assistance, users can contact The Clerk or Responsible Financial Officer.

All staff and councillors are responsible for the safety and security of the Parish Council's IT and email systems. By adhering to this IT and Email Policy, Elmton with Creswell Parish Council aims to create a secure and efficient IT environment that supports its mission and goals.

Agenda Item: ECPC – 44/25 e.



Mrs Jade Wilson
Clerk to the Parish Council
Elmton and Creswell Parish Council
Events Centre
Elmton Road
Creswell S80 4BH

Royal British Legion
Creswell, Clowne and District Branch

27th June 2025

Dear Jade

I am writing on behalf of the committee of the Royal British Legion (RBL) local branch, now known as Creswell, Clowne and District branch (formerly Creswell branch). We would be grateful if you could pass on this letter for consideration at a Parish Council meeting.

Following the RBL expansion to include Clowne and District, we are required to purchase a new ceremonial flag (standard) for use at events and ceremonies including the remembrance parade and service in November each year. The considerable cost (copy of the quotation enclosed) of this will need to come from our branch funds, which are raised through local events such as galas, and we are therefore asking if the Parish Council could contribute in any way to help us.

We are very grateful to the Parish Council for considering this request and look forward to your response.

Yours Sincerely

Linda Langthorne (Branch Secretary)

 Flagmakers
est. 1937

charlotte.towers@flagmakers.co.uk

Clowne & District British

Item	Qty	Pack	Description	Unit Price	Total
A	1	Unit(s)	45"x36" RBL Woven Standard. BRANCH: CRESWELL CLOWNE & DISTRICT SIZE: 45" x36" DOUBLE thickness READING: Correct on both sides ORIENTATION: Landscape FABRIC: Woven polyester to have 22.5"x12" Union in upper hoist corner; centre gold panel interlined with lettering of branch name in royal blue. FINISH: Hemmed on three sides with 3" gold fringe. Sleeved for ceremonial pole with leather tabs top & bottom. For branches where the number of letters in the name (not including the word 'branch') is 16 letters and above	£479.98	£479.98
B	1	Unit(s)	Supply and applique 2x printed decotex GP90 scrolls onto existing RBL Standard	£68.39	£68.39
C	1	Unit(s)	8ft Ceremonial RBL Pole - 1.25" highly polished light stained wood pole in two sections with brass screw joint and 5" brass spearhead.	£162.00	£162.00
D	1	Unit(s)	RBL Brown Leather Carrying Strap 60" LHS bucket (Bucket on Left , strap on Right Shoulder)	£66.25	£66.25
E	1	Unit(s)	Brass Insert For Carry Strap	£52.50	£52.50
F	1	Unit(s)	Gold Cord And Tassels 9ft	£54.00	£54.00
G	1	Unit(s)	Gauntlets Medium - we do offer other sizes	£68.68	£68.68
H	1	Unit(s)	Mourning Drape (Bow) – for use on the end of a ceremonial flagpole during parade Size: 65" x 6" Material: Black Nylon Finish: Sewn together to make a bow, with tie offs	£35.00	£35.00
I	1	Unit(s)	Standard Weekday Delivery (Up to 6pm) - Standard Parcel - Up to 20kg Including Packaging to 1 UK Mainland Address - Signature Will Be	£15.61	£15.61

Flagmakers is a division of Specialised Canvas Services Ltd.

Registration No. 0005740 V.I.P. No. 475770470

Required			
J	1	Units	Current lead time for this order is 4 weeks
			£0.00
			£0.00

Please Note: This lead time is subject to change
(increase/decrease) at time of order depending on workload
capacity.

Sub Total	£1,002.41
VAT	£200.48
TOTAL	£1,202.89

- * Quotations are valid for 30 days from date issued.
- * We reserve the right to revise this quotation if your order does not match the quotation specification shown. Prices are based on our understanding of the specification and are subject to sight of artwork or drawings.
- * Artwork - Quotations for printed items include set up for one artwork type. An additional charge will apply for jobs with multiple artwork types.
- * Prices are quoted per item, excluding VAT & delivery.
- * Delivery - Bulk Packed for delivery by carrier.
- * Terms - Unless your company has an account with a member of the Specialised Canvas Group, all transactions must be pre-paid in full at point of order.
- * Cancellation - Cancellation of a confirmed order will incur a fee of 20% of order value, excluding VAT.
- * Conditions of Sale - All orders are subject to our standard terms and conditions of sale. Copies are available on request.
- * A stocking fee will apply to orders which are not collected within 5 days of notification of completion.
- * Unless faulty, refunds cannot be made for bespoke manufactured or non standard products.
- * Items requiring a refund must be returned (at Senders cost) unused, in the original packaging, within 30 days from purchase date.
- * A 25% re-stocking charge will apply to cover the administration of returned goods.

Agenda Item: ECPC - 47/25

Correspondence received

This is by no means a list of all correspondence received. It is a summary of items that may require Councillors attention or a resolution to agree a response/action.

a.) Consultation

Dear Consultee

Bolsover District Council is currently consulting on its **Gambling Act 2005 Policy (Statement of Licensing Principles)**.

This policy sets out how the Council, as the Licensing Authority, will consider and determine applications for premises such as betting shops, bingo halls, and amusement arcades. It is designed to guide applicants, objectors, decision-makers, and other stakeholders through the licensing process.

The policy also explains how the Licensing Authority will promote the three statutory licensing objectives:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable people from being harmed or exploited by gambling.

We welcome your views on the proposed policy. To view the draft policy and for details on how to respond, please visit [Gambling Policy consultation](#).

This consultation will close on 24 August 2025.

b.) Email

Email received 23rd June 2025 –

I am puzzled by the lack of progress in building the new Surgery/Medical Centre next to the Events Centre (formerly Drill Hall) on Elmtun Road.

As a Creswell resident I have followed the progress from the site finally being made available after long delays - the architects drawings exhibited in the old surgery and offering feed-back on its design, watched the site of the old chapel being cleared and what appeared to be footings established. But since then there has been a lack of progress and the site has become overgrown. There has been a dearth of information about the project. Perhaps you could enlighten patients about this failure.

c.) Email

Email received 20th June 2025 –

Good afternoon

I would like to complain about the continued poor state of Creswell Cemetery. The lack of due care and attention to the cemetery is very obvious to everyone.

It is not necessarily the fault of the operative, during the summer months perhaps extra help should be employed to help keep on top of the very large scale of work required.

There are weeds and thistles on top of some graves 3 feet high. Also you are not doing the whole job in one go meaning that the whole of the cemetery does not look neat and tidy at

the same time. For example one half is done and the other is left. Therefore extra capacity is needed to ensure the whole cemetery looks like it used to look.

Currently a good service is not being delivered for those visiting the graves of loved ones. I have raised this issue before.

In addition, the accident that caused damage to the cemetery wall remains to be unresolved and has been in a state of disrepair for a considerable amount of time. It is up to the Parish Council to assert to the insurers the importance of having this repair done speedily. Again this is a complaint that the Council is not doing enough to resolve these important issues.

The broken wall and the attached tape look dreadful and very disappointing for those coming to burials. As does the poorly kept grass maintenance of the cemetery. All in all it simply isn't good enough.

The cemetery is an emotive subject and a special place of memorial for people. Please take action to improve matters.

I look forward to hearing from you regarding the response to my complaint.

Thank you

d.) Email

Email received 27th June 2025

Hey,

Firstly I just want to express my appreciation for a genuine response from someone rather than a retyped up message.

I know for sure that the local residents with children would really appreciate it a lot if it was repainted and just spruced up and parts replaced.

I look forward to seeing potentially a new slide, swing, and rocker as well as the swings properly cleaned and oiled. Would really make a massive change.

Kindest regards

e.) Email

Email received 26th June 2025

Dear Mrs Wilson.

I have emailed Bolsover District Council Environmental Department, as I am concerned about the potential health risks and nuisance associated with the coal dust that is being disturbed in the existing soil and materials (on the new housing site) and being releasing into the air. The dry weather and windy days make it worse. The dust is black, settling on surfaces in and outside my house, but mostly I'm concerned that it may be tainted with toxic substances that I am breathing in.

I would be very grateful if you were also able to look into this issues to or please raise my concerns with the Parish Councillors

Regards ****

The Clerk sent an email to the Environmental Department to raise the concerns. The following response was received on 18th July:

Hi Jade

I had a look over the land investigation results (there are many and carried out by different engineers since 2017) and reference has been made in earlier reports to black/dark grey sand, silt and gravel found in boreholes, the method used to test the ground conditions, and random shards of coal particularly around where the coal heaps were located, as perhaps expected.

The latest test results (29 August 2024) show no asbestos, no gas issues from methane or carbon dioxide, and require that the gardens of the proposed properties receive a 500mm capping layer of clean sub-soil and 100mm layer of top-soil so 600mm in total. This is to ensure that if proposed occupiers wish to grow vegetables in their garden, they can do so without any risk to human health.

There is no evidence from any of the testing, and in particular the most recent extensive testing, to suggest that any dust which may leave the site is coal dust. What no-one can confirm is that if there is any coal dust mixed with other dusts arising from and leaving the site, or from the railway, or from the main roads through Creswell, it is expected that any level of contamination will be minimal.

The measures required will be validated by the reporting engineers with photographic evidence and narrative to ensure that the planning conditions in respect of the protection of human health from contaminated land have been met.

I hope that this email puts your minds at rest.

For your information, I have received 2 complaints, and I will send this email to the complainants directly. Please do share this email with your complainants.

Kindest Regards

Environmental Protection Team

Joint Environmental Health Service

f.) Email

Received 23rd June 2025

Hi Amanda,

Bowls Club and Community Land Adjacent to Wellbeing Centre.

Following on from my previous email, can you please give CMVNF Committee a response regarding the current situation of the burnt out shell of what was the Bowls Club. As it stands at the moment it is a total disgrace to the Village.

I would also like to ask the question as to why the previous Community ground adjacent to the Wellbeing Centre has been cordoned off by permanent Fencing. Previously people could have access to this area, once again I am at a loss as to why the community has lost that benefit.

It just seems to me, righty or wrongly, that those people who can make a difference do not have the desire or commitment to do so.

Can you please respond to this e-email.

Kind Regards

g.) Email

Received 29th June 2025

Dear Mr Evans

There was considerable confusion at the Planning Committee on 16th April 2025 in connection with the item on the Creswell Growth Plan. Some councillors seemed to believe

that the long overdue Doctors Surgery was in some way related to the Creswell Growth Plan.

The requirement for a new surgery pre-dates existing developments on Skinner Street and the Old Colliery sites and certainly the current construction on Colliery Road. Both current surgeries are located in aging buildings and are at capacity – thus the intention was merely to merge the two practices as was promised many years ago.

We should be most grateful if you could set the record straight and write as soon as possible to all councillors on the Planning Committee and the ~Senior Planning Officer – Mr C McKinney, to clarify the position regarding the future Doctors surgery which is NOT additional infrastructure and will not provide additional capacity in terms of any future development.

Thank you in advance for your consideration

Yours sincerely

h.) Call for Sites

Dear Consultee,

In 2021, Bolsover District Council undertook a 'call for sites' to landowners and other stakeholders to help identify possible locations for development and environmental improvement.

We are now undertaking a call for sites refresh in order to ensure that we are aware of all possible options to consider within our land availability assessment. This evidence will form part of our evidence for our new Local Plan process that is due to commence in June 2027.

We are willing to consider the following land uses:-

- * Housing
- * Employment and Businesses
- * Town and Local Centre Retail
- * Gypsy and Traveller and Travelling Showpeople
- * Custom Build and Self Build Housing
- * Tourism Activity
- * Leisure and Recreation
- * Energy Generation and other Infrastructure Provision
- * Wildlife Habitat Creation
- * Tree planting
- * Environmental restoration

If you own any land that you'd like to promote to us for any of the suggested land uses, please complete a Site Information Form and submit this before 30 September 2025.

The Site Information Form can be downloaded from the Land Availability Assessment Webpage [Land Availability Assessment](#) and this should be emailed to planning.policy@bolsover.gov.uk marked for my attention.

If you submitted sites to us in 2025, we will contact you directly about these. If you wish to discuss potential sites with Planning Officers, please contact the Council on either 01246 242203 or 01246 242292.

You are being contacted about this because you are registered with Bolsover District Council to be contacted in relation to planning policy work and may have previously promoted sites to the Council for consideration. If you wish to have your contact details removed from the Council's database of people registered for contact in relation to planning policy work, or to amend your contact details please email planning.policy@bolsover.gov.uk or phone 01246 242203 to confirm this.

Yours sincerely,

Jon Hendy, Senior Planning Policy Officer, Planning Policy, Bolsover District Council

i.) Visit to Parish Office and email

Emails and visit 7th July 2025

Several complaints about dog fouling on the Buttercup Park (East Street, Creswell) and also dogs not on leads as a breach of the PSPO. Liaised with Community Safety and Enforcement at BDC regarding additional Ranger patrols

j.) Great Wolf Lodge Resorts - Public Relations team Emails

The Clerk is in contact with the PR team regarding a visit to Creswell for a Q and A session.

k.) Survey

Community Insights, Further information and survey here

<https://www.derbyshire.gov.uk/council/have-your-say/consultation-search/consultation-details/community-insights-survey-2025.aspx>

The Public Health Community Support and Resilience Team are carrying out this survey to find out what local people think about social connection with others, taking part in community activities and volunteering.

We'd like to hear from:

- anyone who lives in Derbyshire
- people who are experiencing loneliness, or who access activities and social interaction to avoid loneliness
- professionals who work with people in the community who may be lonely or socially isolated

Hearing about people's thoughts and experiences will help us understand more about how we can work together with communities to improve the lives of people across Derbyshire.

Your answers will be kept anonymous, and we'll make sure you're not identifiable in any reports made using the information we collect. You can find out more about [how we manage data](#).

If you need this survey in an alternative format please email first.contact@derbyshire.gov.uk or telephone: [01629 532333](tel:01629532333).