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To: All Members of Killamarsh Parish Council

You are Hereby Summoned to attend a meeting of the Parish Council to be held on MONDAY 23rd October 2023 at 7:00 PM KILLAMARSH COMMUNITY HUB.

Yours sincerely

Mrs Gail Blank  
Clerk & Responsible Finance Officer to the Parish Council

## AGENDA

### 1 Chair's Announcements

- To receive the Chairman's opening announcements.

### 2 Apologies for Absence

- To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.

### 3 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

b) To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

### 4 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

### 5 Reports from County and District Councillors & Invited Guests

- To receive reports from County Councillors, District Councillors and any invited guests.

### 6 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

### 7 Minutes from the previous meeting

a) To approve the draft minutes of the Full Council meeting held on 25th September 2023. (attached).

b) To receive an update on any ongoing issues not covered as an agenda item.

**8 Environment & Climate Change Committee**

- To receive and note the draft minutes of the meeting held on the 11th October 2023.

**9 Health, Safety & Well Being Committee**

a. To receive and note the draft minutes of the meeting held on the 9th October 2023.

b. To receive, consider and approve the Committees recommendation regarding providing support to the Events Manager on the running of the Parish Suite Bar.

c. To consider and approve advertising for casual bar staff for the Parish Suite.

**10 Planning**

- To determine any action required on the planning application information, from lists circulated by the office previously.

**11 Reports from Members**

- To receive reports from Parish Councillors who have attended recent meetings or events on behalf of the Parish Council including representation on external bodies:

a. Veolia Norwood

b. Community Support for Killamarsh (Bread Charity)

c. Chesterfield Canal Trust

d. NEDDC/Parish Liaison

**12 Residents Correspondence**

- To receive, consider and resolve how to respond to any residents correspondence.

**13 Section 137 - Approval of Grants**

- To appoint the working party to discuss and recommend the Section 137 applications received.

**14 Items for discussion for a future agenda**

- To notify the Clerk of any matters for inclusion on the agenda for future meetings.

**15 Public Feedback**

- To allow members of the public, 3 minutes each, to provide feedback on the meeting. No resolutions can be made under this agenda item.

**16 Date of the Next Council Meeting**

- To note the date of the next full council meeting is scheduled for 27th November 2023.

### PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

### RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

### PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

### CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office ([parish.office@killamarsh-pc.gov.uk](mailto:parish.office@killamarsh-pc.gov.uk)) in advance of the meeting which will be read out under the public participation session.





## MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 25 SEPTEMBER 2023

### Those present :

Chair : Cllr S Clough

Vice-Chair : Cllr K Wood

Councillors : Cllr C Curzon, Cllr D Drabble, Cllr C Eggington, Cllr C M Fletcher, Cllr T Lacey, Cllr C Lacey, Cllr H Laws, Cllr B Rice, Cllr J Sherman, Cllr W Tinley, Cllr J Windle

Officers : Mrs G Blank, Mrs J France

### 22/309 Chair's Announcements

On behalf of the Parish Council the Chair congratulated Millie Bright and the England football team for their fantastic performance in getting to the final of the Women's World Cup 2023.

### 22/310 Apologies for Absence

Apologies were received from Cllr B Morris and Cllr S Reed and the reasons given were accepted.

### 22/311 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

Cllr K Wood declared an interest in Item 12c on the agenda.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

### 22/312 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

No members of the public who were present had any comments or questions.

### 22/313 Reports from County and District Councillors & Invited Guests

Two representatives from Derbyshire Police Constabulary were present and gave an update on crime figures within Killamarsh and said that two areas of high priority at the moment are burglary and anti-social behaviour. Councillors raised concerns about illegal parking on Bridge Street and asked for clarification about what is a police matter and what is a matter for civil enforcement officers. Generally obstructions are a police matter, e.g. Parking on the pavement, whereas the enforcement of yellow lines are for the civil enforcement officers. Cllr Rice suggested that the installation of bollards may be a parking deterrent. Cllr C Lacey and Cllr T Lacey mentioned obstructive parking of police vehicles around the Delves Road area, and the police representative said that this is something he is trying to address. Cllr Laws highlighted the one way street in

Killamarsh that ideally needs more signage.

**22/314 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960**

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

There were no items that required the exclusion of the press and public.

**22/315 Minutes from the previous meeting**

a. To approve the draft minutes of the Full Council meeting held on 24th July 2023.

**RESOLVED: That the minutes of the Full Council meeting held on 24th July 2023 are a true and accurate record.**

b. To receive an update on an ongoing issues not covered as an agenda item.

The Clerk gave the following updates:

22/303 - No further progress as yet on the Heritage society having some space in the Community Hub.

22/304b - The office is waiting on the results of a grant application for the installation of CCTV.

22/304d - No response has been received from DCC after informing them that the Parish Council would no longer be undertaking grass cutting at Pingle. The office have recently received a complaint from a resident over the state of the grass at Pingle.

22/304e - The office is still awaiting confirmation via the schedule of agreement from Mark Hewitt with regards to a skip and any damage that may be caused in the course of work carried out by his operatives at the cemetery.

22/307 - In response to the request by Cllr C Lacey a weekly schedule is now sent out to inform Cllrs when staff are in the office.

**22/316 Environment & Climate Change Committee**

a. To receive the draft minutes of the meeting held on the 6th September 2023

The draft minutes of the meeting of the Environment & Climate Change Meeting on 6th September were received.

b. To consider and approve the repairs to the vandalised play equipment at Norwood.

**RESOLVED: That the repairs to the vandalised play equipment at Norwood at a cost of £1172.97 + VAT are approved.**

c. To consider and approve the installation of a drop kerb to the entrance at Norwood play area.

**RESOLVED: That the installation of a dropped kerb to the entrance of Norwood play area is approved at a cost of £1500.**

**22/317 Events & Communications Committee**

- To receive the draft minutes of the meeting held on the 13th September 2023

The draft minutes of the meeting of the Events & Communications Committee on 13th September were received.

**22/318**

**Finance Committee**

- a. To receive the draft minutes of the meeting held on the 18th September 2023

The draft minutes of the meeting of the Finance Committee on 18th September were received.

- b. To receive the budget report for April to August 2023

The budget report for April to August 2023 was received.

There was a brief discussion around the cost of some children's activities at Killamarsh Active, as Cllr Rice commented they had recently increased in price, making it difficult for some families to access the activities.

Cllr Laws asked about financial savings that the Parish Council had made since the sports centre had been handed over to NEDDC and the Clerk and Chair said that although initially the Parish Council had made some payments to NEDDC as part of the handover agreement - just over £500k over three years - £2 million had been saved.

- c. To receive the External Auditors report and note any comments, if received prior to the meeting.

The external auditors report was received.

The Clerk had sent out the auditors report to Members prior to the meeting and confirmed that there were no areas of concern listed and it was noted on the report that actions highlighted on last years report had been completed.

**22/319**

**Planning**

- To determine any action required on the planning application information, from lists circulated by the office previously.

Cllr Wood asked if there was any information about when the police station would be closed for rebuild and where the local police staff would be based while the build was taking place. The Clerk confirmed that police staff were moving out in January 2024, with many moving to Staveley on a temporary basis. Local PCSOs have asked if on occasion they would be able to use the Community Hub facilities and it was confirmed that they could.

**22/320**

**Reports from Members**

- To receive reports from Parish Councillors who have attended recent meetings or events on behalf of the Parish Council including representation on external bodies:

- a. Veolia Norwood

No further meeting has taken place and Cllr C Lacey asked if the office could arrange another site visit for and Members who could not make it last time.

- b. Chesterfield Canal Trust

Cllr Laws said that the Canal Trust will no longer be holding a large annual festival at Staveley due to building works on the former site, but are looking to hold a number of smaller events, for which the Parish Suite may be ideal after the refurbishment has been completed.

- c. Community Support for Killamarsh (Bread Charity)

A member of the charity handed around a report that they asked to be kept confidential within the Council which detailed the current accounts of CS4K (former Bread Charity).

- d. NEDDC/Parish Liaison

No meeting.

**22/321 Motions requested by Members**

Cllr Tinley

To consider creating an annual or biennial event called *The Killamarsh Community Awards* to honour residents, groups and businesses that make a difference to Killamarsh.

A brief discussion took place and Cllr Clough seconded the motion. There was a vote with 11 in favour, 1 against and 1 abstention.

**RESOLVED: That the motion from Cllr Tinley to create an annual or biennial event called *The Killamarsh Community Awards* to honour residents, groups and businesses that make a difference to Killamarsh, is approved.**

**22/322 Community Hub / CLOC Building**

- To consider the future use of the former Rykneld Housing office building beyond November 2024.

The Clerk gave an update on an increase in costs associated with the building and confirmed that the lease states the building can only be used for administrative purposes. With the required notice period the earliest that it could be handed back to NEDDC is November 2024.

A discussion took place and Members asked if the lease could be changed so that the building could potentially be used for other purposes in the future, e.g. for youth activities. Cllr T Lacey asked if a potential purchase of the building could be looked into. Cllr Laws said he would be happy to give up the building and spend any cost savings on a community bus.

**RESOLVED: To ask NEDDC if the lease could be amended/changed to remove the requirement that the building may be used solely for administrative purposes. To ask NEDDC if they would consider selling the building to the Parish Council.**

**22/323 Residents Correspondence**

- To receive, consider and resolve how to respond to any residents correspondence.

The Clerk explained that going forward this agenda item would allow the Council to formally consider any residents correspondence that had come to the office. The Clerk asked if Councillors could please encourage residents to write to the office with any concerns, rather than entering into discussions on social media.

**22/324 Items for discussion for a future agenda**

- Levelling up within Killamarsh and identifying Council priorities (Cllr Laws)

**22/325 Public Feedback**

- To allow members of the public, 3 minutes each, to provide feedback on the meeting. No resolutions can be made under public participation.

There were no comments from the public.

**22/326 Date of the Next Council Meeting**

- To note the date of the next full council meeting is scheduled for 23rd October 2023

The meeting closed at 7.58pm





## MINUTES OF THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE HELD ON WEDNESDAY 11 OCTOBER 2023

Those present :

Chair : Cllr W Tinley

Vice-Chair : Cllr H Laws

Councillors : Cllr S Clough, Cllr C Lacey, Cllr J Sherman, Cllr J Windle

Officers : Mrs G Blank, Miss H Johnson

### ENV163 Chair's Announcements

- To receive the Chair's opening announcements.

The Chair welcomed everyone to the meeting.

### ENV164 Apologies for Absence

- To note apologies for absence given to the Clerk prior to the meeting.

All members were present.

### ENV165 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received.

b) To receive, consider and record Councillors requests for dispensation (Section 13 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received.

### ENV166 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

A member of the public raised questions regarding the remedial tree work on the diseased Horse Chestnut Tree on the Village Green. The Clerk advised that the remedial tree work will be placed on a future agenda as the office are in the process of finding another tree surgeon for the work. The same member of the public requested an answer to the question raised at the last environment meeting regarding the full costs for the work carried out at the cemetery. The Clerk advised full costs will be published when all costs are known.

A member of the public requested update on the Anglian Water vehicle parked on the village

green. The Clerk responded that The Deputy Clerk has contacted Anglian Water, no response has been received yet.

**ENV167 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960**

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

**RESOLVED: That the press and public should be excluded from item 12b due to personal information being discussed.**

**ENV168 Minutes from the previous meeting**

a) To approve the draft minutes of the meeting held on 6th September 2023.

Cllr C Lacey requested the Vice-Chair error on the draft minutes be corrected from Cllr C Lacey to Cllr H Laws.

b) To receive an update on any ongoing issues not covered as an agenda item (report attached).

**Allotments**

Two notice to quit letters were sent out on the 25th September 2023, giving the tenants one months notice to remove all items from the plots.

Two other ploholders who were sent notice to improve letters have made significant improvements.

**CCTV**

At the meeting of Full Council on 24th July it was resolved that the installation of CCTV was approved as per the recommendation and the office is currently waiting for the outcome of a grant application to help fund the project.

**Cemetery Gates automation**

This is currently in progress:

1. A cubicle to house the meter has been fitted
2. National Grid have installed the cables
3. E-on fitted the electricity meter on the 6th October.
4. Electric supply not fitted as of yet - an electrician has been arranged to enable connection. An installer has been arranged to automate the gates.

**Norwood**

An application to Derbyshire County Council for a licence to drop the kerb at the entrance to the playground has been made.

An application to Derbyshire County Council for a licence to install a new noticeboard near to the roundabout by the Sandwich Junction has been made.

**Speed Indicator Devices**

The SID's are ready to be installed, currently waiting for Derbyshire County Council to remove some signs from the posts where SID's are being placed.

**Trees**

The tree surgeon who had been commissioned to do the essential tree work on Parish Council land has unfortunately had to withdraw his quotation due to health reasons. The office is currently in the process of contacting alternative suppliers.

ENV169

**Community bus**

- To consider the options and cost implications of the Parish Council running a community bus (report attached).

Cllr C Lacey commented that a route towards Crystal Peaks would be beneficial. Cllr Tinley suggested looking into contacting businesses for advertisement and sponsor purposes. Cllr Laws suggested looking into a hire company to combat cost implications.

The Clerk advised the Deputy Clerk is currently waiting for responses from companies.

**RESOLVED: The Community Bus to be added to the next agenda to receive any updates or information regarding companies responses.**

ENV170

**Budget**

a) To consider and approve the budget requirement for 2024/25

Councillors considered the draft budget and made some amendments.

**RESOLVED: The budget for 24/25 is approved.**

b) To consider whether to increase the allotment annual rent for 2024/25

Councillors discussed the item and agreed due to the cost of living crisis there should be no price increase.

**RESOLVED: No increase to be made to the annual allotment rent for 2024/25.**

ENV171

**Cemetery**

- To consider and approve any further action to be taken with regards to the cemetery tap, following unsuccessful attempts to reduce the flow with a restrictor valve.

**RESOLVED: All members agree no action to be taken on the cemetery tap.**

ENV172

**Birchlands**

a) To consider and approve the siting of and type of play equipment to be installed at Birchlands, following the site visit on 4th October 2023 (examples attached). If approved the office will seek to obtain quotations for the specific type of play equipment required.

Councillors were asked to choose their preferred items of play equipment to allow the office to obtain quotes. All members agreed the equipment should be age appropriate to pre-school aged children.

**RESOLVED: The office to obtain quotes for structures approved by members.**

b) To consider and approve the installation of and siting of goal posts and a basketball net at Birchlands. If approved the office will seek to obtain quotations.

Councillors discussed the proposal and agreed quotes need to be obtained.

**RESOLVED: Approved for the office to obtain quotes for goal posts at Birchlands.**

ENV173

**Neighbourhood Plan**

- To consider and approve the tender document from Andrew Towleron Consultants for the

preparation of the Killamarsh Neighbourhood Plan - Phase 1

The Clerk asked for committee approval to apply for funding to cover the costs.

**RESOLVED: That the tender document is approved, the office to apply for funding.**

**ENV174 Allotments**

a) To consider and approve whether to recommend the creation of new allotment plots at Belkane, following the site visit by the Committee on 4th October 2023.

Councillors discussed the recent site meeting which included a discussion of the proposal. All were in agreement that the project would not be cost effective.

**RESOLVED: All members in agreement to not go ahead with the creation of new allotment at this current time due to cost.**

b) To consider and approve any action following an appeal by an allotment tenant against a notice to quit.

An appeal has been received by a tenant against a notice to quit decision made by the office. Councillors considered all the evidence and agreed that in this instance, the tenant had been given sufficient time and that the decision should stand.

It was agreed that the Allotment Policy be revised to include more involvement of committee members and included as an item for the next agenda.

**RESOLVED: That the notice to quit notice stands.**

**ENV175 Items for discussion for a future agenda**

- Grounds Contract
- Community Bus
- Tree Policy
- Allotment Policy - to include members being involved in inspections and taking the final notice to quit decision.

**ENV176 Date of the Next Council Meeting**

- 15th November 2023

The meeting closed at 7:37pm.



## MINUTES OF THE HEALTH, SAFETY & WELLBEING COMMITTEE HELD ON MONDAY 09 OCTOBER 2023

Those present :

Chair : Cllr C Curzon

Vice-Chair : Cllr B Rice

Councillors : Cllr T Lacey, Cllr J Windle

Officers : Mrs G Blank

### HSW102 Chair's Announcements

The Chair welcomed everyone to the meeting.

### HSW103 Election of a Vice Chair

**RESOLVED: That Cllr Rice is elected as Vice Chair.**

### HSW104 Apologies for Absence

Apologies were received from Cllr D Drabble and Cllr C Eggington and the reasons given were accepted.

### HSW105 Declaration of Disclosable Pecuniary & Other Interests

a. To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about Council contracts where the employee has a financial interest in accordance with the LGA 1972,s117.

None received.

b. To receive, consider and record Members requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be put in writing to the Clerk prior to the meeting.

None received.

### HSW106 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

There were no members of the public in attendance.

### HSW107 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

There were no members of the public in attendance

## HSW108 Minutes from the previous meeting

a. To approve the draft minutes of the Health, Safety and Wellbeing Committee held on the 20th March 2023.

**RESOLVED: That the minutes of the meeting held on the 20th March 2023.**

b. To receive an update on any ongoing issues not covered as an agenda item.

HSW95 - The Clerk provided the Committee with an update on the 3 newest members of staff and informed them that their 6 months probation review was required at the end of October. The Clerk reported no issues.

HSW96 - The Clerk confirmed that herself and the Events Manager had completed the Personal Licence training and also First Aid training.

## HSW109 Staffing

a. To consider and make a decision on the handyman's request to reduce his hours.

The Clerk explained that one of the handymen had requested to reduce his hours and another had offered to work the hours to make up the shortfall in cover.

The Clerk suggested that this be approved as a temporary adjustment and that the Committee do a full review of the Handymen / Caretaker requirements.

**RESOLVED: That the handyman's request is approved temporarily and that a full review of the duties takes place and training requirements assessed.**

b. To consider and approve the appointment of a Bar Manager as recommended by the Events and Communications Committee.

c. To approve the job description and remuneration of the Bar Manager.

d. To appoint the recruitment panel for the Bar Manager.

The Clerk outlined the duties of the Bar Manager to the Committee. Cllr Windle asked if the Events Manager could take on these duties. The Clerk informed Councillors that currently the Events Manager doesn't have experience but has said she is willing to be trained.

The Clerk suggested that as an alternative to employing a Bar Manager they consider bringing in an experienced bar manager in to train and support the Events Manager on an ad hoc basis and provide cover in her absence. Councillors agreed that this was a sensible interim idea until the success of the Suite is known.

**RESOLVED: That the Committee recommends that the Council engages the services of an experienced Bar Manager to train, support and cover for the Events Manager.**

e. To consider the future appointment of a Caretaker for the Hub and Parish Suite when bookings dictate this is required.

It was agreed that this would be looked at as part of the review of the Handymen duties.

f. To consider and make a decision on the Clerks request to take on additional employment with DALC.

The Clerk informed Councillors that as part of her employment conditions she has to get the authority of the Council to take on any additional work. DALC are trying to recruit experienced

Clerks to become internal auditors due to a national shortage. The Clerk explained that training is free and that it is a zero hour contract allowing Clerks to pick and choose how much they do. All work will be done in the Clerks own time and if she finds it too much her role as the Clerk will always take priority.

Cllr Windle was happy to propose that the Clerk is supported as long as she was confident she could manage the additional workload.

**RESOLVED: That the Clerks request is approved.**

**HSW110 Health & Safety**

- To consider and approve whether to renew the Health & Safety support.

The Clerk had circulated the renewal notice to the Committee members prior to the meeting and asked them if they thought the £1,800 price was value for money bearing in mind the council only has a small number of staff and no leisure centre.

The Clerk has had no need for the health & safety services and said the risk assessment templates they provide can be obtained from the HSE and pooling resources from other Councils.

Councillors agreed that it wasn't worth the subscription and with several Councillors having a health and safety background the Council would be able to support the Clerk.

Councillors discussed developing a training plan for the handymen which would be mandatory and also a list of essential PPE that the handymen should sign an agreement accepting these terms.

It was agreed a small amount should be left in the budget for any ad hoc support.

**RESOLVED: That the Health & Safety support is not renewed.**

**HSW111 Training**

- To consider and approve (if applicable) the Clerks attendance at the 2024 Practioners Conference.

The Clerk explained the purpose of the conference to the Committee and the benefits of keeping up to date with legislation and policy changes and better ways of working.

The conference also goes a long way towards the Clerks required annual CPD points.

**RESOLVED: That the Clerks attendance at the Practioners Conference is approved.**

**HSW112 Budget**

- To consider and approve the Committees budget requirements for 2024/25

The Clerk explained that forecasting the salary element of the budget is proving difficult due to the 23/24 pay award still not being agreed. The budget for 23/24 had been set with a 3% increase but this has been rejected by unions. The Clerk has based the salary projection on a flat rate increase for 23/24 (the same as 22/23) and a 5% increase for 24/25.

The Committee then looked at the other budget heads in their remit and agreed the figures suggested.

**RESOLVED: That the budget proposal is recommended to the Finance Committee.**

**HSW113 Items for discussion for a future agenda**

- Staffing policy reviews
- Caretaker / Handymen review of duties and hours

**HSW114 Date of the Next Council Meeting**

The Committee agreed to meet quarterly with any urgent matters arising being raised at an Emergency Committee Meeting as and when required.

MEETING CLOSED 19:50



Planning List w/e date	Application Number	Address	Details	Decision	Date of Decision
22.09.23	NONE RECEIVED				
29.09.23	NONE RECEIVED				
06.10.23	NONE RECEIVED				
13.10.23	NED 23/00858/FLH	19 Norburn Drive, Killamarsh, Sheffield, S21 1DB	Proposed single storey extension to Front elevation	CONSULTATION REQUEST	
13.10.23	NED 23/00850/FLH	17 Walnut Drive, Killamarsh, Sheffield	Proposed two storey side extension		

