

To: Chair & Members of the New
Bolsover Joint Partnership Committee

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Wednesday, 3 March 2021

Dear Councillor

NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

You are hereby summoned to attend a meeting of the New Bolsover Joint Partnership Committee of the Bolsover District Council to be held as a Virtual Meeting on Thursday, 11th March, 2021 at 10:00 hours.

Members will be sent the details on how to access the Virtual Meeting by email.

Virtual Attendance

I have provided **all Members** with advice that all meetings **must** be held virtually during the National Lockdown. The Council Chamber will not be available for Members to attend the meeting physically during this time, **Should you decide to disregard this advice and potentially be in breach of the law, you will be deemed to have accepted the risk assessments listed for the Arc.**

The Governance and ICT teams supporting the meeting will be working remotely, and can provide assistance to you for joining virtually.



We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Risk Assessment Disclaimer

The following risk assessments are available on the Modern.Gov App library:

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 3 onwards.

Yours faithfully

A handwritten signature in black ink that reads "Sarah Steuberg". The signature is written in a cursive style with a large, looped 'S' at the beginning and a long, sweeping tail on the 'g'.

Solicitor to the Council & Monitoring Officer

**NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE
AGENDA**

Thursday, 11th March, 2021 at 10:00 hours taking place as a Virtual Meeting

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Apologies for Absence	
2.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes	5 - 8
	To consider the minutes of the last meeting held on 12 th March 2020	
5.	Notes (10th September 2020)	9 - 11
	Notes of an informal meeting on 10 th September 2020	
6.	Notes (10th November 2020)	12 - 13
	Notes of an informal meeting on 10 th November 2020	
7.	New Bolsover Heritage Lottery Fund Project	
	Verbal update	
8.	Project Work	
	Verbal update	
9.	Planning Enforcement and Unauthorised Works to Properties	
	Verbal update	
10.	Friends of New Bolsover Update	

Verbal update

Agenda Item 4

NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

Minutes of a meeting of the New Bolsover Joint Partnership Committee of the Bolsover District Council held in the Bainbridge Hall, Carr Vale, Bolsover on Thursday, 12th March 2020 at 10:00 hours.

PRESENT:-

Members:-

Councillor Tom Munro in the Chair

Councillors Derek Adams, Rose Bowler, Anne Clarke, David Dixon, Graham Parkin and Sandra Peake.

Officers: - Ian Barber (Property Services Manager), Matthew Connley (Special Projects Officer), Edward Leddy-Owen (Home Improvement Co-ordinator), Matthew Philips (Clerk Of Works – Housing), Kim Wyatt (New Bolsover Project Manager) and Tom Scott (Temporary Governance Officer).

Also in attendance at the meeting were Nicola Goodlad (Friends of New Bolsover), Martin Green (Friends of New Bolsover) and Sue Sparks-Green (Friends of New Bolsover).

505. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillor Chris Kane, Councillor Joan Dixon (Derbyshire County Council) and Catherine Platts (Contract Administrator / Building Surveyor – BDC).

506. URGENT ITEMS OF BUSINESS

The Chair informed Members that Friends of New Bolsover had submitted a specific point of consideration after publication of the agenda regarding “the problems reported in November 2019 with water ingress and slow speed in the snagging works.”

The Chair stated that he had discussed this with Ian Barber and Kim Wyatt, and they would incorporate these two raised issues into their verbal updates later in the agenda.

507. DECLARATIONS OF INTEREST

There were no declarations of interest made.

508. MINUTES – 5th DECEMBER 2019

Moved by Councillor Rose Bowler and seconded by Councillor David Dixon.

RESOLVED that the Minutes of the New Bolsover Joint Partnership Committee held on 5th December 2019 be approved as a true and correct record.

509. NEW BOLSOVER HERITAGE LOTTERY FUND PROJECT

A presentation was given by the Property Services Manager updating Members on the Heritage Lottery Fund Project. He explained that the project’s building programme had reached the milestone of practical completion in mid-February 2020 and the next step

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would be to ensure the standards in the properties were acceptable. The practical completion meant that there were now fewer staff on site, and the project had entered Phase 2A. The target was for Phase 2A to be completed by May 2020.

Members asked if every house was visited as part of the standards check. The Property Services Manager explained that each house was visited during its sign off.

Members asked if chimney issues and ingress were properly investigated. The Property Services Manager stated that officers had not visited every property because they wanted to find out what the issues were before going. Members were informed that officers would come out and do snagging, then they would check it. If a problem was reported to them afterwards, they would come out and investigate it.

Members enquired if letters were sent to residents if they were experiencing problems. The Property Services Manager confirmed that residents who had problems officers were aware of were sent letters. He added that Members should let him know after the meeting of problems with any individual properties.

The New Bolsover Project Manager explained that the spreadsheet to record problems was being updated and would be done very soon, at which point it would be sent out to find and record problems. The Property Services Manager added that he would request the relevant officers collate information in the spreadsheet so problems are organised into areas like chimney, gutter, etc.

Martin Green (Friends of New Bolsover) reported instances of residents knocking on his door about property problems because they felt they had exhausted their options of people to report them to, and he was concerned there was a gap in communication. The Property Services Manager advised that for Council tenants, there was a 24 hour hotline that would go through to him, and the same hotline could even be used by private tenants if it was a significant problem. He added that residents could also tell their local ward Councillor.

Martin Green (Friends of New Bolsover) raised another issue where Council tenants were receiving letters telling them the Council had "recently snagged" their property, but it had not been done recently. Members suggested that the letters could be sent once snagging was completed.

The Property Services Manager assured Members that with both of these issues in mind about communication and snagging letters, he would seek to send letters to Council tenants about their snagging being done as soon as it was completed, and letters to Council and private tenants about the aforementioned 24 hour hotline. The letters would also include assurance that the project team was still on site. The New Bolsover Project Manager agreed to assist in producing these letters.

The Property Services Manager elaborated on some of the detail within his presentation. He pointed out a number of positives, such as ASB and crime figures coming down, and how two properties had been put up for sale after the works and sold in nine days. The Home Improvement Co-ordinator added that in terms of energy efficiencies, 181 properties had effectively been taken off the grid with the energy and money saved.

Members felt the presentation was very positive and thanked the officers involved for their hard work.

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Martin Green (Friends of New Bolsover) was pleased that efforts would be made to improve communication with the letters, but was still concerned that 154 households would all have different opinions, so he would write a formal letter to the Property Services Manager to address this.

RESOLVED –

(1) That the presentation and updates be noted.

(2) That the Property Services Manager and New Bolsover Project Manager send letters to Council tenants about their snagging being done as soon as it was completed, and letters to Council and private tenants about the 24 hour hotline. The letters would also include assurance that the project team was still on site.

(Property Services Manager/New Bolsover Project Manager)

510. MODEL VILLAGE PLAY AREA PLAN

The Special Projects Officer presented the attached plan because the Council was seeking to procure the supply and installation of play equipment at New Bolsover Model Village.

He reported that six suppliers had submitted tender responses. Tender returns were due to be received in the next week.

The Chair asked if the tender selection panel would have representation on it from this Committee. The Special Projects Officer explained that people from Friends of New Bolsover would sit on the panel.

The Chair requested that the relevant ward Councillors and everyone in Friends of New Bolsover be made aware of this upcoming panel.

The New Bolsover Project Manager explained that as part of the green works within this plan, there were plans to resurface paths, address tree issues, and provide electronic points and efficient lights.

Martin Green (Friends of New Bolsover) reported that the grass had wasted away at the top of the green, and asked if installing grass slabs in this area could be included as part of the resurfacing work. The New Bolsover Project Manager stated that she would investigate if this could be included.

Members asked if grates that were loose on Piano Row had been addressed. The Property Services Manager explained that he had made Derbyshire County Council aware of this issue, and they had placed it on their annual emergency work list.

RESOLVED – that the plan and update be noted.

511. FRIENDS OF NEW BOLSOVER UPDATE

Martin Green (Friends of New Bolsover) delivered an update from Friends of New Bolsover on a number of issues and events.

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He informed Members that Mosaic Support Group for Mental Health would be meeting every Wednesday at 12.30 p.m. to 2.30 p.m. He added that Mental Health professionals also attended the meetings every two weeks.

He informed Members that because of burglaries on allotments, FONB's funds had been directed towards security recently.

He spoke about how the Toddler Group were beginning two sessions a week from 17 March 2020. He added that FONB would make efforts to combine the Mental Health group and the Toddler Group in order to offer people Antenatal advice.

He advised that FONB were looking to arrange an event for VE Day in May 2020 and a Big Lunch event in August 2020.

RESOLVED – that the update be noted.

The meeting concluded at 1045 hours.

NEW BOLSOVER MODEL VILLAGE COMMITTEE MEETING VIA ZOOM

THURSDAY 10TH SEPTEMBER 2020 AT 10:00AM

Attendees: Cllr Tom Munro (TM), Cllr Derek Adams (DA), Cllr Liz Smyth (LS), Ian Barber (IB), Mark Dungworth (MD), Kim Wyatt (KW), Martin Green (MG), Rose Bowler (RB), Matthew Connelly (MC), Martin Green (MG)

Apologies: Cllr Sandra Peake (SP), Matthew Philips (MP)

TM opened the meeting at 10:00am and thanked everyone for joining the discussion today, he added this would be a good opportunity to catch up and for Martin (MG) and his team to share any concerns.

TM – No previous minutes

TM invited Ian (IB) to share the latest update on progress / issues

IB updated the group on the x 2 phases currently on going

1 – Quality Checks & Gutter

2 – Completion of Snagging to Externals & Internals

Ian (IB) stated due to the speed of program the gutter details needed to be right and fit for purpose and are now looking really good. The scaffolding is up on a number of blocks and the work undertaken has been inspected by HLP and Matt Phillips. The legacy work such as snagging is being undertaken in phase order. 1A, 1B, 2A, 2B are either ongoing or completed, we will be seeking additional labour from RWL to speed up these works. Works to the internal air vents are going through and resource has been increased on site. The general site team are well established, the specification is understood and we have been fortunate with the good weather recently. We will be getting another scaffolder on board to get in front.

Kym (KW) was asked to update on the Enviro works

Kym (KW) is awaiting final quotes to complete the outstanding Enviro works to the resurfacing of the paths. Currently awaiting price for resurfacing the inner paths with a tarmac finish, once received these will be circulated to the group.

Martin (MG) stated the edges of the paths have a been damaged so will need looking at also

Matt (MC) added contractors were on site last Tuesday and still have 2/3 days to do.

Mark (MD) Major work is done, awaiting a price from a contractor to tidy up the gennel / block paving. Work with DCC to resurface the footpath is still ongoing as levels need to be right (tree routes uplifting the tarmac etc.) Safety works are complete to Piano Row. We have a contractor on board who has the specification for future maintenance works to the windows.

Kym (KW) raised people are fitting their own number plaques but we do have an existing contractor in place to finalise the fitting of all new number plaques, a letter will be sent to residents to remove the old plaques in preparation for new plaques to be fitted.

Martin (MG) mentioned a few residents would like to adopt the corners but will need to look at the maintenance aspect, if people want to take these on then they must look after them.

Mark (MD) added we intend to get membrane and bark chipping and maybe a disclaimer in place about what we can do.

Martin (MG) will be 3 notice boards around the village so residents are aware.

Mark (MD) asked Martin (MG) if funding was available already. MG said Friends of New Bolsover are now a charity so even though we are able to get more funding now we would still want to work with BDC too.

Mark (MD) has been looking at a community house and has asked Kim in legal to draw up a leasehold agreement. Roger Owen has been asked to value as a community house and ideas have been put forward for a maintenance agreement to hopefully be completed before deadline / March 2021.

Martin (MG) asked for confirmation of costs and if he could take over the gas / electricity / broadband for access to put gas and electricity on, also the internet is £70 per month which needs to be cheaper. Kym (KW) to investigate and put electricity on ASAP. Martin (MG) added the official opening is on the 4th October so will need it before then.

Tom (TM) asked if Rose (RB) & Dereck (DA) would like to add anything further

Derek (DA) said he and Rose (RB) have started surgeries, the feedback has been good and that they are starting to see an improvement. Rose (RB) agreed and added everything is going well, they have been reaching out to everyone in the community and receiving good feedback.

Tom (Tom) asked Liz (LS) if there was anything she wanted to add.

Liz (LS) asked if there was a design guide in existence.

Kym (KW) responded and confirmed there are planning guidelines and residents have been asking about their responsibilities. Currently in the process of completing a guide in the next week to remind residents what they can & can't do. Liz (LS) suggested this could be sent out with the housing agreement so could maybe liaise with Housing?

Tom (TM) asked if the authority could formally write to DCC for dates of completion for Piano Row.

Mark (MD) said he has been liaising via email but will chase them up again.

Tom (TM) suggested we copy in the local councillor & the portfolio holders responsible for highways to maybe help speed things along as the road really doesn't look good at the moment, he also suggested Ian (IB) could send a formal letter to key people to move this forward – Ian (IB) to action.

Tom (TM) asked the group if there was any other business

Martin (MG) asked if the properties that were listed in 1992 would need re listing following the refurbishment.

Kym (KW) said this would not be the case, once they are on the statutory list there is no need to update.

Martin (MG) asked Ian (IB) for clarification on the correct channels to contact RWL as there seems to be some confusion over which email to use. Ian (IB) said he has hand delivered letters to advise residents should contact the RLO email in the first instance, complaints, enquiries etc. Martin (MG) added he has called RLO on the usual number on 3 separate occasions but the line was disconnected every time, if a member of site is on holiday can somebody else pick up? Ian (IB) to look into this.

Martin (MG) requested a catch up with Kym (KW) to complete a handover, Kym (KW) agreed to arrange a meeting with Martin (MG) and asked him to email her with any queries in the interim as she is still involved with helping deliver the project, both agreed to set this up for October.

Tom (TM) said the meeting had been a valuable exercise and it was really good to catch up, he suggested Ian (IB) set up a formal meeting in November to monitor progress / raise any issues but so far everything sounds very positive and thanked everyone for their contributions.

Tom (TM) closed the meeting at 10:30am

NEW BOLSOVER MODEL VILLAGE COMMITTEE MEETING VIA ZOOM

Tuesday 10th November 2020 at 10:00AM

Attendees: Cllr Tom Munro (TM), Cllr Derek Adams (DA), Cllr Liz Smyth (LS), Ian Barber (IB), Mark Dungworth (MD), Kim Wyatt (KW), Rose Bowler (RB), Matthew Connelly (MC), Cllr Sandra Peake (SP), Matthew Philips (MP) David Dixon (DD)

Apologies: Cllr Christopher Kane, Peter Roberts

TM declared the meeting open at 10:00am and apologies were noted.

TM asked IB to screen share the minutes from the previous meeting inviting the group to share anything they'd like to discuss.

IB - MD received a positive response from DCC in relation to the completion of Piano Row so hasn't formally written to them and MD is now awaiting a confirmed response. DA asked if a date had been agreed with DCC however MD is still waiting to hear. TM requested this date is passed to local members once received.

IB also provided an update into the communication issue with RWL raised by Martin Green at the last committee meeting and said the RLOs number is diverted to the site team & Rachel Child is now overseeing Whitwell Cluster.

TM requested a progress report from MP

MP presented to the group a brief from Jack Snowdon at RWL

18 of the 25 phases all have external snagging, 15 are complete, and the 12 month defect inspections are all complete apart from 1 due to Covid concerns. There will be another set to pass to RWL in due course.

Gutters – 2D, 3C, 7C are all complete and scaffolding is down, 3D will be de-snagged on Monday 16th November, works are ongoing at 6C and 3C. Schedule of Works to 5C and 2C, 2 blocks of scaffolding up at 7A & 4C. Matt concluded works are progressing.

MC provided an update on the play area and added works were completed on schedule on 23rd October, there were some issues with the turf which has now been replaced but currently in defect period so any issues will be dealt with by the contractors. The community works to be agreed with KW and Friends of Bolsover. MC added target dates will then be set for completion next year due to the approaching winter months / weather.

KW presented the group with an update

Railings and litter bins to be painted as soon as possible. KW has been speaking with Steve Chapman regarding a price to resurface the path but not advisable to start until next year. Flooding is a concern so Steve has suggested drainage possibly using a black top but this still needs to be discussed.

TM asked the group if there were any questions

DA asked KW if all the paths will be resurfaced and KW explained all internal paths will but not the front of house paths.

MD added he has requested a price from contractors to tidy up and for the quarter areas to be landscaped with new line edging and resurfacing on the inside – these are the footpaths to the back of the properties. KW confirmed all internal paths will be completed and will look at this with MD and MD to follow up with Steve Chapman.

IB asked how we apportion charges if a BDC path and members may need to make a decision as to how the works are funded. TM asked if there is a community responsibility to ensure the paths are safe for all users and maybe MD could check this with DCC – MD to action.

MD to discuss with Steve Chapman and carry out a survey as the tree roots do need work but if just remedial work we should complete works to the paths first. MD to bring report to the next meeting but does believe it is BDCs path.

TM asked SP for her thoughts. SP suggested we wait for MDs response - to replace all would cost a considerable sum.

TM asked the group if there were any other issues and if IB had any communication from Friends of New Bolsover. IB said he had not directly and deferred to KW to provide a further update.

KW – The lease for the community house is to be drafted up and a meeting is to be held next week. A health & safety audit was completed and some issues were raised regarding fire safety and the PAT testing needs to be carried out but everything else has is on hold now due to Covid.

KW told the group Martin & Sue are moving away in February so a new support will be needed as they were both pivotal in the Friends of New Bolsover group.

TM suggested we meet as a group to acknowledge their contribution before they move and thank them for all their hard work in some way.

TM asked IB if there was anything else to add

IB had no further updates as long as members are happy

TM thanked the group for their contributions and closed the meeting at 10:26am

IB to set up the next meeting for December

SP also thank the workforce for all their hard work.