MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, CIVIC HALL, DRONFIELD ON MONDAY 3rd DECEMBER 2018

Present:

Councillors G. Baxter, K. Burkitt, T. Collins, A. Dale, L. Deighton (Chairman), M. Emmens, L. Blanshard, A. Foster, M. Foster, A. Hutchinson, A. Powell, C. Smith, R. Smith, K. Tait and R. Welton.

In Attendance:

5 members of public, Joanne Mitchell (PA to Town Clerk) and Andrew Tristram (Town Clerk)

1. Apologies

Apologises were received from Cllr. S. Green, Cllr R. Hall, Cllr. G. Hopkinson and Cllr P. Wright

2. To consider a variation of order of business

There were no variations to the order of business.

3. Declarations of Interest

There were no declarations of interest.

4. Public Speaking

4.1 Planning matters

A local resident spoke regarding the amended plans for 116 Eckington Road, which now included using velux windows rather than dormer windows. He requested the councils support to object to the planning applications on the basis that it still provided a reduction in natural light and was an intrusion of privacy due to its close proximity to existing properties..

4.2 General Matters

Cllr Matthew Lilleyman from Unstone Parish Council spoke regarding the Cemetery Committee and stated that the Terms of Reference for the committee specified that there should be four meetings a year and only one had been held this year in March 2018. He stated that Unstone Parish Council were keen to work with Dronfield Town Council to ensure the smoothing running of the Cemetery and he requested that a date for the next Cemetery Committee meeting is set before the 20th December so he can report it at the next Unstone Parish Council meeting.

4.3 Police Matters

There was no Police representative at the meeting.

5. Council Minutes

181/18-19 RESOLVED

That the minutes of the Ordinary Meeting of the Town Council held on the Monday 5th November 2018 are approved and adopted as a true and accurate record of the meeting.

6. Items for exclusion of public

There were no items requiring the exclusion of the public.

7. Planning Matters

7.1 Planning Applications

It was reported that planning application 18/01057/FL is located in Unstone.

182/18-19 RESOLVED

That the Council request an extension to the consultation period in order to provide comments on planning application 18/01149/FL.

183/18-19 RESOLVED

To note the schedule of planning applications.

7.2 Planning Decisions

184/18-19 RESOLVED

To note the schedule of planning decisions.

8. Outside Services Report

The following tasks have been carried out during the period of 26th October – 26th November 2018

Litter/Dog Bins - The litter and dog bins continue to be emptied on a weekly basis, this is carried out every Thursday and consists of 2 men doing the whole route, and they also inspect the play areas/equipment at the same time.

Play Areas - Maintenance continues on the play areas.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday. We have been topping up several sunken graves and grass seeding them. The team have been into the Cemetery to tidy up.

Training – We have had 2 O/S staff attend Cemetery Operative Training in the Burial Process, which was held at Brimington Cemetery, Tuesday and Wednesday last week, Paul and Max both passed the training.

Cliffe Park – The outside Services now open the park in the mornings and check the lodge is set up and ready for any users each day. We also visit the park during the day to ensure that the bins are being emptied as the park is very busy during the holidays. The park is now maintained by Outside Services and the maintenance is being done every 2 weeks.

General Maintenance - O/S staff have been going round and cutting back shrubbery and hedgerows, the areas include Chestnut Close, Forge, and Mill Lane. Lightwood Landscapes will be starting to cut back/down all the hedgerows around the areas of Jubilee Park, Birches Fold, Dronfield Woodhouse, and Coal Aston Bowling Club.

Remembrance Sunday - The annual Remembrance Sunday parade was well attended, O/S staff started setting up the area from 8.00am with everything in place and ready for the service, O/S staff were them deployed to man the barriers and the road closure points.

Beacon Lighting – On the afternoon of the 11th November the O/S staff started the setting up of the area around the Beacon site at Sindlefingen Park. This took a few hours to set up the area and also fill the beacon with wood ready to be lit at 19.00hrs. The event was very well attended and the beacon lit without a hitch.

Christmas Lights – The icicles have been installed around Library gardens and the Christmas trees have been installed around the Civic Hall. The Christmas tree was delivered and installed in the centre of Library gardens; this will be decorated this week. We have had the sockets installed on the High street to enable us to connect the small Christmas trees, which will be installed by O/S staff later this week above some of the shop premises, so they can all be powered from one socket.

Agendas placed on notice boards and removal when meeting has taken place.

Banners removed/replaced on from the front of the Civic Hall when required.

Various reports have been actioned around the Town.

185/18-19 RESOLVED

To thank the staff on behalf of the Town Council for all the work put in to organising the Remembrance Day Parade, Beacon Lighting and the Christmas Lights Switch-On and to send a letter of thanks to the businesses that participated.

186/18-19 RESOLVED

To note the report from the Outside Services Manager.

9. Meeting Reports

9.1 Properties Advisory Committee held on 19th November 2018

187/18-19 RESOLVED

That the Council approve expenditure up to $\pounds 2,075 + VAT$ for the trench at Cliffe Park to be dug to allow the Wi-Fi and CCTV to be installed within the office, subject to a further two quotes being gained.

188/18-19 RESOLVED

That the Council agree in principle to the outsourcing of Health & Safety and Risk Assessments and that three quotes are gained before appointing a company.

189/18-19 RESOLVED

That the Council submit and pay for the planning application for the proposed path from the car park on Stonelow Road to the entrance of Dronfield Town Football Club.

190/18-19 RESOLVED

To note the minutes of the meeting.

9.2 Neighbourhood Plan Steering Group held on 26th November 2018

Cllr A Foster reported on the updates made to the latest version of the Neighbourhood Plan and informed members of the supporting evidence documents being produced and that the remaining grant funding had been secured from Locality.

191/18-19 RESOLVED

To note the minutes of the meeting

9.3 Parks & Recreation Advisory Committee held on 3rd December 2018

Cllr A. Hutchinson reported that the tender for Lundy Road and Birches Fold park had been sent out to 10 companies on the ESPO framework and that two companies had been shortlisted.

192/18-19 RESOLVED

To note the minutes of the meeting

10. Award of contract for Parks refurbishment

193/18-19 RESOLVED

That pending further discussions with the two shortlisted companies, the Council agree the decision of which company to award the contract to be delegated to the Town Clerk in consultation with the Chair of the Parks and Recreation Committee and the Leader of the Council.

11. Neighbourhood Plan – Submission Draft

Cllr R. Welton proposed that the wording in the Economy section of the Plan be updated to reflect the fact that Tier 1 town's such as Dronfield would be expected to support tier 4 and tier 5 settlements and would therefore require additional investments.

Cllr A. Dale proposed that references to the shops at Barnes Avenue are also included in the Plan.

Cllr M. Foster requested a recorded vote.

For: Councillors G. Baxter, K. Burkitt, T. Collins, A. Dale, L. Deighton (Chairman), M. Emmens, L. Blanshard, A. Foster, M. Foster, A. Hutchinson, A. Powell, C. Smith, R. Smith, K. Tait and R. Welton.

Against: None Abstain: None

194/18-19 RESOLVED

That the Council approve the Submission Draft of the Neighbourhood Plan pending the inclusion of the proposed amendments.

12. Thomas Taylor Charity

The Town Clerk gave a short report regarding the constitution of the charity which had been received from the Charity Commission. Members discussed the running of the trust.

195/18-19 RESOLVED

That the Council write to the trustee of the Thomas Taylor Charity for an explanation of how the Charity is being run.

13. Town Clerk's Report

Items for Decision

- 1. Food Bank This item was withdrawn from the report.
- 2. HS2 Update Meeting

HS2 have asked Council whether they would like to arrange a date for them to meet with councillors to provide an update on plans for the Midland Mainline electrification programme.

Items for Information

1. Flashing Amber Warning Lights

Derbyshire County Council have informed us about their proposed plan for the position of new flashing amber warning lights and associated signage on Hallows Lane, Dronfield.

2. Sindelfingen Street Festival

The Sindelfingen Street Festival will be held from Friday 14th June to Sunday 16th June 2019.

Correspondence Received

1. The DALC Circular 15/2018 has been circulated electronically.

196/18-19 RESOLVED

To contact HS2 with the preferred date of 10th December for a meeting and to offer a room at the Civic Hall, if available.

197/18-19 RESOLVED

That the Town Council write a letter of support for the installation of flashing amber warning lights and a school crossing patrol at the junction on Hallowes Lane.

198/18-19 RESOLVED

To note the Town Clerks report.

14. Financial Reports

Members received details of Income and Expenditure, Schedule of Receipts, Bank Reconciliation and Schedule of Payments to 31st October 2018.

Cllr K. Tait queried the payments to O2.

199/18-19 RESOLVED

To approve the schedule of Payments of £119,911.04 for October 2018.

200/18-19 RESOLVED

To note the schedule of Receipts totalling £33,019.78 for October 2018.

201/18-19 RESOLVED

To note the Bank Reconciliation at 31st October 2018.

202/18-19 RESOLVED

To note the Income and Expenditure at 31st October 2018.

16. Exclusion of the Press and Public

203/18-19 RESOLVED

To exclude any remaining members of the press and public from the meeting in view of the confidential nature of the business about to be transacted.

17. Personnel Meeting Report

Personnel Advisory Committee held on 12th November 2018

204/18-19 RESOLVED

That the Council adopt the Appraisal Form presented to members of the personnel committee.

205/18-19 RESOLVED

That the Council adopt the proposed Equality & Diversity policy and the proposed Health & Safety policy.

The meeting closed at 8.35pm.

Chairman:

Date:

DRONFIELD TOWN COUNCIL PLANNING APPLICATIONS SUBMITTED TO COUNCIL ON MONDAY 3rd DECEMBER 2018

Reference	Applicant	Location	Details
18/00921/FL	Hambleton Bard Ltd	Land adjacent Unit 2 and Unit 3 Speeddraw House Callywhite Lane	Erection of temporary storage warehouse
18/00950/FLH	Mr J Overton	4 Croft Lea	Demolition of existing garage and construction of single storey side extension
18/01057/FL	Mr J Ford	27 Loundes Road	Application for the installation of a garden annex known as a Zedbox
18/01058/ DISCON	Mr M Houltby	Nether Birchitt Farm Cottage Sheffield Road	Application to discharge conditions 4 (stone slates), 5 (Slate and fixings samples), 7 (Rainwater goods) and 9 (External Joinery) of planning application 18/00022/LB
18/00969/FLH	S Truman	50 Frithwood Drive	Application for a porch
18/00975/FLH	J McRory	165 Stonelow Road	Proposed side and front extension
18/01068/FLH	Mr M Pocock	68 Ashford Road	Proposed two storey side extension
18/01083/FL	Miss L Talbot	Mickley Farm Rod Moor Road	Change of use from agricultural store to food preparation kitchen
18/01087/ DISCON	Mrs C Tudor	41 Northern Common	Application to discharge condition 10 (Facing Materials) pursuant of 17/00302/FL
18/01089/FLH	Mr A Beasley	20 Cavendish Rise	Enlargement of existing front porch alterations to openings and two storey extension to rear
18/01114/TPO	Mr Lee	41 Chesterfield Road	Application for maintenance to 1no Sycamore (T1) and 1no Beech (T2) covered by TPO number 172 and for maintenance to other trees on site covered by Dronfield Conservation area
18/01115/CATPO	Mr Lee	41 Chesterfield Road	Application for tree maintenance within Dronfield Conservation Area

18/01118/FLH	Mr Whelpton	8 Hatton Close	Proposed single storey rear extension
18/01125/TPO	Mrs B Hollinshead	9 Hawshead Avenue	Application to crown lift by 3-4m and crown reduce by 2-3 m 1no Oak Tree (T11) covered by NEDDC TPO 103 PT 4
18/01129/FLH	Mr & Mrs Yates	44 Bowshaw	Demolition of existing single storey flat roofed rear extension and construction of new pitched roof single storey rear extension
18/01132/FLH	Mr N Howard	10 Beechwood Road	Application to replace existing felt roof with tiled roof
18/01135/FLH	M Bray	1 Links Road	Proposed two storey side extension
18/01149/FL	Mr G Law	Land Adjacent 125 Eckington Road	Proposed erection of four dwellings (Conservation Area)
18/01150/AMEND	Mr I Weston	6 Snelston Close	Non-material amendment to planning application 18/00749/FLH to replace integral garage with a ground floor bedroom
18/01151/FLH	Mr & Mrs Brownhill	29 Drury Lane	Demolition of existing garage and conservatory with new single storey side and rear extension and porch to the front
18/01157/CATPO	NEDDC	25 High Street	Notification of intention to fell 1 Ash tree within the Dronfield Conservation Area
18/01162/LB	Mr J O'Brien	6 Lea Road	Application for listed building consent for block paving and widening of access (Listed Building/ Conservation Area)
18/01179/FL	Mr I Lowe - ARC Veterinary Surgery	1 Holborn Avenue	Proposed two storey front extension

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BANK ACCOUNT-NO 1

List of Payments made between 01/10/2018 and 31/10/2018

Date Pair	d Payee Name	Cheque Ref	Amount Paid Authorized Re	Transaction Detail
01/10/201	8 Post Office Ltd	ddr	5.072.34	Sept 18 - PAYE & NI
01/10/201	8 Metro (Dronfield) Limited	ddr2	49,239.60	Civic Hall Rent - Oct-Dec
02/10/201	8 O2 Direct Debit	ddr3	12.98	Cemetery Mobile Phone - Rental
08/10/201	8 NEDDC - COAL ASTON	ddr4	422.00	C/Aston sports - Rates 2018/19
08/10/201	8 NEDDC - CHURCH ST CAR P	ARK ddr5	106.00	Church St C.Park - Rates 18/19
08/10/201	8 NEDDC - LIBRARY	ddr6	52.00	Car Park (Library) Rates 18/19
08/10/2011	8 NEDDC - UNIT	ddr7	475.00	Works Unit - Rates 18/19
08/10/2018	8 NEDDC - DRONFIELD	ddr8	144.00	DWSSC - Rates 18/19
08/10/2018	8 NEDDC - CIVIC HALL	ddr9	2,400.00	Civic Hall - Rates 2018/19
09/10/2018	8 BACS B/L Pymnt Page 2252	BACS Pymnt	10.922.95	BACS B/L Pymnt Page 2252
09/10/2018	B HSBC Bank Plc	ddr	42.21	Bank Charges - Aug/Sept
09/10/2018	8 OPUS - 42 Cemetery Road (Los	dge ddr2	33.54	Electric - Cemetery-aug/sep
09/10/2018	Plusnet PLC	ddr	38.53	Civic Hall - Broadband - Oct
11/10/2018	B HSBC Bank Plc	ddr3	84.20	Electronic bank charges - Aug
12/10/2018	02 Direct Debit	ddr4	34.50	2014년 2016년 2017년 201
12/10/2018	O2 Direct Debit	ddr5	63.20	O2 - Handset charge - Oct O2 - Mobile Phone- Calls/Usage
12/10/2018	TALKTALK DIRECTDEBIT	ddr6	23.31	Works unit - Boradband - Oct
12/10/2018		ddr7	545.00	Cemetery - Rates 18/19
15/10/2018	동일 같은 것 같은 것 같은 것 같은 것 같은 것 같아요. 한 것 같아요. 그	BACS	16,915.72	October 2018 - BACS Salaries
15/10/2018		ddr8	466.00	Works Unit - Rates 18/19
16/10/2018	North East Derbyshire District	ddr10	1,018.16	Works Unit - Rates 18/19 Wks Unit - Bins- Oct 18-Mar 19
16/10/2018	상태가 잘 많은 것이 같은 것을 걸 때 않는 것이 없다.	ddr11	1,527.24	C.Park - Bins - Oct 18-Mar 19
16/10/2018		ddr12	329.66	Vehicle/Machine Fuel - Sept
16/10/2018	North East Derbyshire District	ddr9	1,018.16	Civic - Bins- 1.10.18-31.3.19
17/10/2018	Water Plus	ddr13	417.59	Civic Hall-Water-8 May-19 Aug
19/10/2018	British Gas Trading Ltd	ddr14	271.39	Gas - Civic Hall - Sept
22/10/2018	Yorkshire Water	ddr15	143.15	그 것 것 다 안생님이 있는 것 같아
22/10/2018	Spitfire Network Services Ltd	ddr16	45.41	Water - Cem Lodge - Jun/Aug
22/10/2018	Contract Natural Gas Ltd	ddr17	37.40	Telphone - Alarm line rental
22/10/2018	Contract Natural Gas Ltd	ddr18	95.54	Gas-Stonelow Pav-Sept
2/10/2018	IRIS Payroll Solutions Ltd	ddr19	22.85	Gas - Gos Lodge -Sept
22/10/2018	Personnel Advice & Solutions L	ddr20	120.00	auto enrolment package-Sept
2/10/2018	OPUS - Cliffe Park	ddr	461.96	Purchase Ledger Payment
2/10/2018	OPUS - Main Pavillion Stonelow	ddr2	120.21	Electric - C/Park - Sept
2/10/2018	OPUS - Coal Aston Pavilion	ddr3	25.97	Electric - Main Pay - Sept
2/10/2018	OPUS - Unit Callywhite Lane	ddr4	257.56	Electric - CA Pay - Sept
2/10/2018	OPUS - Library Gardens	ddr5	8.19	Electric - Works Unit-Sept
2/10/2018	OPUS - Civic Hall	ddr6	531.36	Electric - Library Gdns - Sept
2/10/2018	OPUS - Small Pavilion Stone	ddr7	23.13	Electric - Civic Hall - Sept
2/10/2018	02	DOR		Electric - Sml Pav S/Low-Sept
5/10/2018	BACS B/L Pymnt Page 2261	99186)	3.75	Cemetery Mobile - Device Plan
5/10/2018	Dronfield Horticultural Societ	BACS Pymnt	12,816.36	BACS B/L Pymnt Page 2261
10/2018	ID Mobile	600576 DOP	2,100.00	Winter bedding plants x 6500
/10/2018	Post Office Ltd	DOR	5.00	Monthly SIM card
	BACS B/L Pymnt Page 2263	ddr BACC Duran	5,168.79	October - Tax & NI
	Water Plus	BACS Pymnt	5,957.11	BACS B/L Pymnt Page 2263
	02 Direct Debit	ddr	205.79	Water - C/ Park 15.7-15.10.18

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List of Payments made between 01/10/2018 and 31/10/2018

		Total Payments	119,911.04	1.
31/10/2018	Westfield Health Direct D	ddr4	37.95	Westfield deductions - Oct
31/10/2018	Water Plus	ddr3	34.30	Water - C/A - 15.7-15.10.18
Date Paid	Payee Name	Cheque Ref	Amount Paid Authorized Ref	Transaction Detail

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Cash Received between 01/10/2018 and 31/10/2018

Receipt Total	pt No Receipt Description	Recei	Cash Received from	Date
1,158.98	Sales Recpts Page 3725		Sales Recpts Page 3725	01/10/2018
641.20	Sales Recpts Page 3726		Sales Recpts Page 3726	01/10/2018
32.82	Sales Recpts Page 3727		Sales Recpts Page 3727	01/10/2018
50.00	Sales Recpts Page 3728		Sales Recpts Page 3728	06/10/2018
120.00	Sales Recpts Page 3729		Sales Recpts Page 3729	06/10/2018
90.00	Sales Recpts Page 3730		Sales Recpts Page 3730	06/10/2018
46.30	Sales Recpts Page 3731		Sales Recpts Page 3731	06/10/2018
110.68	Sales Recpts Page 3732		Sales Recpts Page 3732	07/10/2018
36.20	Sales Recpts Page 3733		Sales Recpts Page 3733	08/10/2018
304.20	Sales Recpts Page 3734		Sales Recpts Page 3734	08/10/2018
1.000.00	Sales Recpts Page 3735		Sales Recpts Page 3735	08/10/2018
23.00	Sales Recpts Page 3736		Sales Recpts Page 3736	08/10/2018
304.20	Sales Recpts Page 3737		Sales Recpts Page 3737	08/10/2018
409.46	Sales Recpts Page 3738		Sales Recpts Page 3738	08/10/2018
452.85	Sales Recpts Page 3739		Sales Recpts Page 3739	08/10/2018
788.34	Sales Recpts Page 3740		Sales Recpts Page 3740	09/10/2018
23.00	Sales Recpts Page 3741		Sales Recpts Page 3741	09/10/2018
80.25	Market 4 & 11.10.18	cash	Mr Giles	10/10/2018
50.00	Sales Recpts Page 3742		Sales Recpts Page 3742	10/10/2018
54.60	Sales Recpts Page 3743		Sales Recpts Page 3743	12/10/2018
16,019.57	VAT Repayment QTR 2	bacs	HMRC VAT	15/10/2018
50.00	Sales Recpts Page 3744		Sales Recpts Page 3744	15/10/2018
23.00	Sales Recpts Page 3750		Sales Recpts Page 3750	15/10/2018
50.00	Sales Recpts Page 3745		Sales Recpts Page 3745	16/10/2018
601.20	Sales Recpts Page 3746		Sales Recpts Page 3746	16/10/2018
50.00	Sales Recpts Page 3747		Sales Recpts Page 3747	16/10/2018
654.88	Sales Recpts Page 3748		Sales Recpts Page 3748	17/10/2018
50.00	Sales Recpts Page 3751		Sales Recpts Page 3751	17/10/2018
191.70	Sales Recpts Page 3752		Sales Recpts Page 3752	17/10/2018
105.82	Sales Recpts Page 3749		ales Recpts Page 3749	18/10/2018
273.78	Sales Recpts Page 3762		ales Recpts Page 3762	19/10/2018 5
50.00	Sales Recpts Page 3763		ales Recpts Page 3763	19/10/2018 5
41.70	Sales Recpts Page 3764		ales Recpts Page 3764	19/10/2018 5

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Cash Received between 01/10/2018 and 31/10/2018

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
22/10/2018	Sales Recpts Page 3759		Sales Recpts Page 3759	50.00
22/10/2018	Sales Recpts Page 3760		Sales Recpts Page 3760	61.20
22/10/2018	Sales Recpts Page 3761		Sales Recpts Page 3761	1,695.00
23/10/2018	Sales Recpts Page 3756		Sales Recpts Page 3756	1,359.12
23/10/2018	Sales Recpts Page 3757		Sales Recpts Page 3757	304.20
23/10/2018	Sales Recpts Page 3758		Sales Recpts Page 3758	50.00
25/10/2018	Sales Recpts Page 3753		Sales Recpts Page 3753	1,845.00
25/10/2018	Sales Recpts Page 3754		Sales Recpts Page 3754	65.82
25/10/2018	Sales Recpts Page 3755		Sales Recpts Page 3755	65.00
29/10/2018	DCC - Paid DTC not CAVH		Refund CAVH	112.32
29/10/2018	Sales Recpts Page 3768	1	Sales Recpts Page 3768	23.00
29/10/2018	Sales Recpts Page 3769		Sales Recpts Page 3769	27.60
29/10/2018	Sales Recpts Page 3771		Sales Recpts Page 3771	100.00
30/10/2018	Cancel - HMRC		PAYE Payment not VAT &	-5,168.79
30/10/2018	HMRC - VAT		AT Repayment - QTR 2 &	5,168,79
30/10/2018	Sales Recpts Page 3765		Sales Recpts Page 3765	777.70
30/10/2018	Sales Recpts Page 3766		Sales Recpts Page 3766	88.55
31/10/2018	Mr Giles		Market Rent 18 & 25.10.18	97.50
31/10/2018	Sales Recpts Page 3767	s	ales Recpts Page 3767	752.62
31/10/2018	Sales Recpts Page 3772		ales Recpts Page 3772	1,515.40
31/10/2018	Sales Recpts Page 3773		ales Recpts Page 3773	122.02

Total Receipts 33,049.78