

MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL
HELD IN COUNCIL CHAMBER, CIVIC HALL, DRONFIELD
ON MONDAY 1st JULY 2019

Present:

Councillors S. Burkitt, T. Collins, A. Dale, L. Deighton (Chairman), M. Emmens, A. Foster, M. Foster, R. Gilmore, R. Hall, M. Hanrahan, A. Hutchinson, M. Ireland, W. Jones, P. Parkin, A. Powell, R. Spooner, R. Welton and P. Wright

In Attendance:

6 members of public, Joanne Mitchell (DTC Town Clerk Assistant) and Andrew Tristram (Town Clerk)

1. Apologies

Apologies were received from Cllr Kevin Tait.

2. To consider a variation of order of business

There was no variation to order of the business.

3. Declarations of Interest

Cllr Richard Welton declared a non-pecuniary interest in agenda item 8 regarding the One Valley Beer Festival as he is the Chair of the Licensing Committee at North East Derbyshire District Council.

Cllr Michelle Emmens declared a non-pecuniary interest in agenda item 8 regarding the One Valley Beer Festival as she is a member of the Licensing Committee at North East Derbyshire District Council.

Cllr Philip Wright declared a non-pecuniary interest in agenda item 8 regarding the One Valley Beer Festival as he is a member of the Licensing Committee at North East Derbyshire District Council.

Cllr Alex Dale declared a non-pecuniary interest in agenda item 10.5 as he is also a member of Unstone Parish Council.

4. Public Speaking

4.1 Planning matters

None

4.2 General Matters

A Team Leader from Argos spoke about developing an opportunity for Sainsbury's to put something back into the community to celebrate their 150 years in business. She has secured a piece of land in Sainsbury's to develop a community garden and was asking for the Town Council's support of the project to encourage volunteers to help.

A local resident spoke about raising mental health awareness within Dronfield. She made a number of recommendations to the councillors about how they could help as individuals and collectively as a Town Council. She also distributed a leaflet which she has created which is currently distributed in GP surgeries, libraries and a variety of other outlets.

A member of Unstone Parish Council spoke about their proposal to terminate the current cemetery management arrangements.

A local resident spoke about the launch of a new initiative to bring live music and comedy nights to Dronfield and requested the support of the Town Council. He informed members that he would be employing three part-time members of staff and planned to hold events within the Civic Hall on a monthly basis.

4.3 Police Matters

None

5. Council Minutes

059/19-20 RESOLVED

That the minutes of the Ordinary Meeting of the Town Council held on Monday 3rd June 2019 are approved and adopted as a true and accurate record of the meeting.

6. Items for exclusion of public

060/19-20 RESOLVED

That agenda item 6 on the Cemetery Committee Meeting minutes and the Unstone Parish Council proposal on the Town Clerks report would be discussed under the confidential section of the meeting, along with the reports from the One Valley Beer Festival on the Town Clerks report.

7. Planning Matters

7.1 Planning Applications

Cllr Mark Foster queried planning application 19/00566/AD regarding the planned size of the signage for this application.

061/19-20 RESOLVED

To object to planning application 19/00566/AD on the grounds of the size of the advertising signage.

062/19-20 RESOLVED

To note the schedule of planning applications.

7.2 Planning Decisions

063/19-20 RESOLVED

To note the schedule of planning decisions.

8. Parish & Town Council Liaison Forums

064/19-20 RESOLVED

To defer this item to the following council meeting.

9. Outside Services Report

The following tasks have been carried out during the month of June 2019.

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. The grass is being cut twice a month and will be cut on the alternate weeks from when we cut the DTC areas.

Cliffe Park – The outside Services 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 emptied. The park is now maintained by Outside Services and the maintenance is being done on a weekly basis. The grass has been cut and will continue to be cut on a fortnightly basis as we do all other DTC areas.

The O/S team have spent a couple of days in Cliffe Park cutting back all shrubbery, cutting hedges, cutting grass and strimming all areas in preparation for the Dronfield Gala on Sunday 30th June.

Gosforth Lodge – The decoration has now been completed, corridor and function room walls, all skirting boards and door frames have been painted. The new flooring has been laid in the function room and the corridor. The new blinds have also been fitted. All the chairs have had new plastic feet inserts fitted to prevent them from marking the new floor.

Grass Cutting – All DTC areas are being cut twice a month; this includes all large open spaces, play areas and all smaller owned areas. We have caught up with the grass cutting as we were a bit behind due to the planting of the flower beds and installing the hanging baskets.

Flower Beds – The flower beds have all been planted with summer plants. It took 5 days to rotovate and plant the 6,500 plants in all flower beds.

Hanging Baskets – We have installed 40 half round hanging baskets to the 20 lighting columns which were inspected for approval, they will require watering once a week but if we have a dry hot summer they will require watering twice weekly.

Civic Hall Window planters – We have filled the window boxes with summer plants, this is first time they have been planted for a few years.

Theft of machinery – We recently had a theft of some machinery from the back of the Tipper whilst it was parked at the depot, while the vehicle was being unloaded. This has been reported to the Police.

Other Tasks

Agenda's and other DTC material placed on notice boards and are removed when meetings/events have taken place.

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

Various reports have actioned around the Town.

Cllr Angelique Foster asked whether there were plans to re-install the Cliffe Parks sign designs in Gosforth Lodge and the Office Manager confirmed they would be put back up on the wall.

065/19-20 RESOLVED

That the Outside Services report is noted.

10. Meeting Reports

10.1 Civic Service Committee Meeting held on 7th June 2019

066/19-20 RESOLVED

To note the minutes of the meeting.

10.2 Gala Committee Meeting held on 10th June 2019

067/19-20 RESOLVED

To thank all staff involved in the organisation of the Gala and Cllr M. Emmens as Chair of the Committee.

068/19-20 RESOLVED

To note the minutes of the meeting.

10.3 Road Safety Advisory Committee Meeting held on 17th June 2019

069/19-20 RESOLVED

To update the minutes of the meeting to request double yellow lines are installed at the junctions along Hartington Road.

070/19-20 RESOLVED

To note the minutes of the meeting.

10.4 Properties Advisory Committee Meeting held on 24th June 2019

071/19-20 RESOLVED

That the proposal for the new bus shelter and funding from Derbyshire County Council is accepted.

072/19-20 RESOLVED

That the quote from Custom Group of £2,576.20 to replace the black stage curtains at the Civic Hall is accepted.

073/19-20 RESOLVED

That the quote of £1,038.36 to replace all the ceiling tiles within the meeting room at Gosforth Lodge is accepted.

074/19-20 RESOLVED

That the fee for a coffee morning at the Civic Hall is revised to £10 including VAT.

075/19-20 RESOLVED

That 40 lamp post poppies are purchased to increase the coverage across town.

076/19-20 RESOLVED

That inserts for the hanging baskets and flower boxes are purchased at a cost of £914.20 for the hanging baskets and £421.95 for the flower boxes on the Civic Hall.

077/19-20 RESOLVED

That a van vault be purchased for a cost of £970.69 including VAT.

078/19-20 RESOLVED

To note the minutes of the meeting.

10.5 Cemetery Advisory Committee Meeting held on 24th June 2019

079/19-20 RESOLVED

That pending the written report and costs from the tree surgeon, that the Town Clerk in consultation with the Chair, agree to have the Cherry tree, located near the Garden of Rest, removed.

11. Town Clerk's Report

Items for Decision

Mental Health Pop Up Workshop – to review a request for free room hire at the Civic Hall.

Items for Information

HS2 Phase 2b – there is currently a consultation on 11 proposed changes to the design of phase 2b. The council have been invited to take part and consultation closes on **11:45pm on 6 September 2019**.

Local Plan for Bolsover District Council – the inspector has identified a number of main modifications and is now inviting representations on the main modification which must be received no later than **5pm on Monday 22nd July 2019**.

Street naming and numbering – the Milking Parlour, Stubley Lane

Dronfield Neighbourhood Plan examination commenced on 10th June 2019. Confidential draft of the report is expected to be sent to the District & Town Council in early July.

Email received from NEDDC – possibility of a district-wide Public Space Protection Order for dog related offences.

Sindelfingen – we receive notification that the first Mayor of Sindelfingen has passed away. The funeral will take place on Thursday 4th July 2019.

Certificate in Local Council Administration (CiLCA) – the Office Manager has successfully achieved the Society of Local Council Clerks CiLCA qualification.

Correspondence Received

London Hearts - Potential offer of £200 grant towards the cost of a defibrillator.

DALC Circular 08-2019 (circulated electronically)

- DALC AGM & Excellence Awards – 22 October 2019 – Pro-Act Stadium, Chesterfield
- Call for Councillors to sit on the DALC Executive Committee
- Finance – Exercise of Public Rights
- Permitted development rights - change to the law
- Plunkett Foundation 'More than a pub' Campaign relaunch
- Updated legal briefing on Councillor Data Protection fees payment
- Success for Hathersage Parish Council
- Increase to cost of Certificate in Local Council Administration Training Course

Derbyshire County Council - Acknowledgement of letter of support for the Climate & Carbon Reduction Manifesto.

Derbyshire County Council – acknowledgement of letter requesting further information about the Oakill Road, residential development and letter providing further information about the disposal of the Former Gladys Buxton Community Education Centre, Oakhill Road, Dronfield.

Police & Crime Commissioner – Request for members to complete a survey regarding speeding in the town to be completed by 1st August.

One Valley Beer Festival - report from PC Dave Crook, Derbyshire Constabulary

University of Derby – Civic University Agreement consultation

One Valley Beer Festival - report from licensing department at North East Derbyshire District Council

Unstone Parish Council – proposal to terminate the current cemetery arrangements.

Members discussed the possibility of the district wide Public Space Protection Order and members were requested to forward any hot spots onto the Office Manager or Town Clerk who will forward them on to the district council.

080/19-20 RESOLVED

To agree for free room hire for a mental health pop up workshop providing the venue is already being staffed.

081/19-20 RESOLVED

To send a letter of condolence to Sindelfingen following the death of their first Mayor.

082/19-20 RESOLVED

To note the Town Clerks report.

12. Creation of an environmental committee

Cllr A. Foster explained that the Town Council would be considering options about how the carbon footprint of the council could be reduced.

083/19-20 RESOLVED

That the Recycling Committee becomes the Environmental Committee and the following members form the new committee – Cllr A Foster, Cllr L. Deighton, Cllr R. Spooner, Cllr M. Ireland and Cllr P. Parkin.

13. Financial Reports

084/19-20 RESOLVED

To approve the schedules of Payments of £53,279.23 for May 2019.

085/19-20 RESOLVED

To note the schedules of Receipts totalling £35,174.94 for May 2019.

086/19-20 RESOLVED

To note the Bank Reconciliation at 31st May 2019.

087/19-20 RESOLVED

To note the Income and Expenditure at 31st May 2019.

14. Exclusion of the Press and Public

088/19-20 RESOLVED

That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

Members discussed the report from the Licencing department at North East Derbyshire District Council regarding the One Valley Beer Festival.

089/19-20 RESOLVED

To write to the District Council regarding the litter reported following the One Valley Beer Festival and requested further measures are taken for any future events.

Members discussed the written proposal received from Unstone Parish Council regarding future arrangement for the cemetery.

090/19-20 RESOLVED

To gain legal advice on the proposal from Unstone Parish Council and to refer the proposal back to a joint Cemetery and Budget Committee meeting of Dronfield Town Council members only.

The meeting closed at 8.52pm.

Chairman:.....Date:.....

DRONFIELD TOWN COUNCIL
PLANNING APPLICATIONS
SUBMITTED TO COUNCIL ON MONDAY 1st JULY 2019

Reference	Applicant	Location	Details
19/00400/FLH	Mr C Neil	132 Coniston Road	Proposed single storey front extension and new driveway
19/00435/FLH	Mr R Thorp	21 Hogarth Rise	Single storey extension to front and side of existing property
19/00529/FLH	Mr C Garlick	97 Snape Hill Lane	Construction of single storey rear extension and demolition of existing garage
19/00536/FLH	Mr A Cutter	59 Oakhill Road	Proposed single storey side and rear extension
19/00556/FLH	D Shepherd	10 Holmley Bank	Application to alter existing flat roof extension to a pitched roof
19/00566/AD	Mr Kevin Flint - City Taxis	37 Chesterfield Road	Application for advertisement consent for retention of City Taxis Dronfield sign (Conservation Area)
19/00575/FLH	Mr & Mrs Heafield	37 Hallowes Rise	Proposed two storey side extension and single storey side and rear extension
19/00580/FLH	Mr K Hague	91 Holmley Lane	Application for a two storey side extension and single storey rear extension with roof terrace above
19/00595/FLH	Mr & Mrs Snell	19 Hallowes Drive	Single storey side and rear extension (revised scheme of previously approved 19/00222/FLH)
19/00600/FL	I & R Purdy	1 Stone Close	Erection of one detached stone dwelling (with attached garage) (revised scheme of 18/00309/FL) on land to the east (Conservation Area) (Affecting setting of listed building)
19/00603/FLH	H Page	106 Green Lane	Proposed two-storey and single-storey side extension and single-storey rear extension
19/00623/LDC	Mr D Strong	11 Hilltop Road	Application for lawful development certificate for new loft conversion with gable roof
19/00624/FL	Mr N Dobbs	William Lee Ltd Callywhite Lane	Relocation of an existing bag filtration unit, extraction fan and clean air exhaust stack within the site to an alternate manufacturing building.
19/00630/TPO	Mr D Offer	14 Chatsworth Place	Application to prune 1 Silver Birch covered by NEDDC Tree Preservation Order No 103 PT 2 (T7)
19/00637/FL	Mr A Crawford - GAPS LIMITED	99 Chesterfield Road	Alteration of existing shopfront and formation of new window in existing gable facing Chesterfield Road (Conservation area)
19/00656/FLH	Mr O Oxspring	111 Stubley Lane	Application for two storey side and rear extension
19/00660/FL	Mr I Lowe	1 Holborn Avenue	Proposed two storey front extension (Revised scheme of 18/01179/FL)

At : 14:10

BANK ACCOUNT-NO 1

List of Payments made between 01/05/2019 and 31/05/2019

Date Paid	Payee Name	Cheque Ref	Amount Paid	Authorized Ref	Transaction Detail
01/05/2019	Yorkshire Water	ddr	184.13		Cemetery Water26.10.18-15.4.19
01/05/2019	O2 Direct Debit	ddr2	12.86		Cemetery Mobile - Line Rental
01/05/2019	Water Plus	ddr3	68.30		Stonelow Water - 24.1-15.4.19
01/05/2019	Water Plus	ddr4	422.71		Water-Cliffe Park-24.1-15.4.19
02/05/2019	Water Plus	ddr5	12.08		Water - Stonelow-24.1-16.4.19
02/05/2019	Post Office Ltd	ddr	4,861.92		April - Tax & NI
03/05/2019	British Gas Trading Ltd	ddr6	31.66		Gas - Works Unit 15.1-9.4.19
07/05/2019	NEDDC - COAL ASTON	ddr36	432.00		Rates 2019/20 - Coal Aston
07/05/2019	NEDDC - CHURCH ST CAR PARK	ddr37	119.00		Rates - 2019/20 - Church Stree
07/05/2019	NEDDC CLIFF PARK	ddr38	486.00		Rates 2019/20 - Gosforth Lodge
07/05/2019	NEDDC - DRONFIELD	ddr39	147.00		Rates 2019/20 - Dron Woodhouse
07/05/2019	NEDDC - CIVIC HALL	ddr40	2,455.00		Rates 2019/20 - Civic Hall
07/05/2019	NEDDC - WORKS UNIT	ddr41	476.00		Rates 2019/20 - Works Unit
07/05/2019	NEDDC Cemetery Lodge	ddr42	614.00		Rates 2019/20-Cemetery/Chapel
08/05/2019	HSBC Bank Plc	ddr7	44.56		Bank charges HSBC- Mar/Apr
08/05/2019	OPUS - 42 Cemetery Road (Lodge)	ddr6	405.90		Electric-Cemetery - April
09/05/2019	PHS Group Plc	ddr9	60.26		Nappy Bin G/Lodge-14.5-13.8.19
09/05/2019	Gamma Business Communications	ddr	116.26		Telephone contract - March
10/05/2019	Plusnet PLC	ddr10	52.33		Broadband - Civic Hall-May
10/05/2019	TALKTALK DIRECTDEBIT	ddr11	27.00		Broadband - Works Unit -May
10/05/2019	PHS Group Plc	ddr12	136.08		Sanitary g/lodge 15.5-14.8.19
13/05/2019	Water Plus	ddr13	29.62		Water - Coal Aston-6.2-26.4.19
13/05/2019	O2 Direct Debit	ddr14	34.50		Mobile Phones-Handset Charge
13/05/2019	HSBC Bank Plc	ddr15	39.20		electronic bank charges-March
14/05/2019	Water Plus	ddr16	334.02		Water -Civic Hall 29.1-29.4.19
14/05/2019	O2 Direct Debit	ddr17	63.91		Mobile Phones -Line Rental
14/05/2019	Water Plus	ddr18	34.42		Water-Works unit- 9.2-29.4.19
15/05/2019	BACS Salaries - May	BACS	17,364.21		BACS Salaries - May
16/05/2019	North East Derbyshire District	ddr19	1.00		Licence Fee-Seat @ Hartington
16/05/2019	FuelGenie	ddr20	261.10		Fuel for Vehicles/Machines Apr
16/05/2019	North East Derbyshire District	ddr21	240.99		Skips-Works Unit Oct 18-Mar 19
17/05/2019	NEST - Payment	DDR	69.66		NEST-Pension deduction payment
20/05/2019	Contract Natural Gas Ltd	ddr22	360.90		Gas - Gos Lodge - April
20/05/2019	Contract Natural Gas Ltd	ddr23	137.60		Gas - Stonelow - April
21/05/2019	IRIS Payroll Solutions Ltd	ddr24	22.85		Auto Enrolment package - April
21/05/2019	OPUS - Civic Hall	ddr29	671.89		Electric - Civic - April
21/05/2019	OPUS - Library Gardens	ddr30	9.53		Electric - Church St - April
21/05/2019	OPUS - Unit Callywhite Lane	ddr31	402.91		Electric - Works Unit - April
21/05/2019	OPUS - Coal Aston Pavilion	ddr32	35.74		Electric - CAston Pav - April
21/05/2019	OPUS - Main Pavilion Stonelow	ddr33	114.78		Electric-Main Pav S/low April
21/05/2019	OPUS - Cliffe Park	ddr34	913.60		Electric-Cliffe Park - April
21/05/2019	OPUS - Small Pavilion Stone	ddr35	80.09		Electric Sml Pav S/low - April
22/05/2019	British Gas Trading Ltd	ddr25	536.89		Gas - Civic Hall - April
22/05/2019	Spitfire Network Services Ltd	ddr26	39.60		Alarm Line Rental - May
22/05/2019	Personnel Advice & Solutions L	ddr	120.00		Purchase Ledger Payment
22/05/2019	O2	DDR	3.75		Device Plan - Cem Mobile
24/05/2019	Cathedral Leasing Ltd	ddr27	187.20		Nappy Bins- 24.5.19-24.8.19

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BANK ACCOUNT-NO 1

List of Payments made between 01/05/2019 and 31/05/2019

<u>Date Paid</u>	<u>Payer Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/05/2019	L Rowley MP	200118	16.20		Refund Inv DTC5907 chq 200118
29/05/2019	ID Mobile Ltd	DDR	5.00		Sim card - for Tablet
29/05/2019	Westfield Health Direct D	ddr2	37.95		Westfield - May deductions
29/05/2019	Yorkshire Water	ddr3	46.73		Water -Civic Hall 14.2-15.5.19
30/05/2019	BACS Bil. Pymnt Page 2395	BACS Pymnt	19,884.91		BACS Bil. Pymnt Page 2395
30/05/2019	O2 Direct Debit	ddr4	13.30		Mobile Phone - Cemetery
Total Payments			53,279.23		

At : 14:10

BANK ACCOUNT-NO 1

Cash Received between 01/05/2019 and 31/05/2019

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
02/05/2019	Sales Recpts Page 3995		Sales Recpts Page 3995	23.22
07/05/2019	Sales Recpts Page 3994		Sales Recpts Page 3994	73.00
07/05/2019	Sales Recpts Page 3996		Sales Recpts Page 3996	3,520.00
08/05/2019	Sales Recpts Page 3992		Sales Recpts Page 3992	23.22
08/05/2019	Sales Recpts Page 3993		Sales Recpts Page 3993	5.00
08/05/2019	Sales Recpts Page 4003		Sales Recpts Page 4003	1,000.00
14/05/2019	Sales Recpts Page 3990		Sales Recpts Page 3990	611.20
14/05/2019	Sales Recpts Page 3991		Sales Recpts Page 3991	36.50
15/05/2019	HMRC - VAT Repayment	bacs	HMRC - VAT Repayment	16,746.75
15/05/2019	Refund - Planning Fee	bacs	Refund - Planning Fee	117.00
15/05/2019	Sales Recpts Page 3989		Sales Recpts Page 3989	307.00
15/05/2019	Sales Recpts Page 3997		Sales Recpts Page 3997	23.22
16/05/2019	Sales Recpts Page 3988		Sales Recpts Page 3988	307.00
17/05/2019	Sales Recpts Page 3987		Sales Recpts Page 3987	307.00
18/05/2019	Sales Recpts Page 3986		Sales Recpts Page 3986	383.80
19/05/2019	Sales Recpts Page 3985		Sales Recpts Page 3985	191.70
20/05/2019	Mr Giles	cash	Market - Apr 25 / May 2,9,16th	172.75
20/05/2019	Sales Recpts Page 3982		Sales Recpts Page 3982	1,962.50
20/05/2019	Sales Recpts Page 3983		Sales Recpts Page 3983	122.26
20/05/2019	Sales Recpts Page 3984		Sales Recpts Page 3984	500.00
22/05/2019	Gala Stall - Dron. Pharmacy	bacs	Gala Stall - Dron. Pharmacy	5.00
22/05/2019	Sales Recpts Page 3999		Sales Recpts Page 3999	307.00
22/05/2019	Sales Recpts Page 4000		Sales Recpts Page 4000	23.22
22/05/2019	Saxton Mee	bacs	Cem Lodge Rent (less Fees)	795.80
23/05/2019	Sales Recpts Page 3998		Sales Recpts Page 3998	307.00
24/05/2019	Rivers Trust - Gala Stall	bacs	Rivers Trust - Gala Stall	5.00
27/05/2019	Sales Recpts Page 4007		Sales Recpts Page 4007	307.00
28/05/2019	Sales Recpts Page 4008		Sales Recpts Page 4008	304.20
28/05/2019	Sales Recpts Page 4009		Sales Recpts Page 4009	100.00
28/05/2019	Sales Recpts Page 4012		Sales Recpts Page 4012	2.80
29/05/2019	Sales Recpts Page 4010		Sales Recpts Page 4010	3,310.00
30/05/2019	Donut Hut - Gala Stall	bacs	Donut Hut - Gala Stall	35.00
30/05/2019	Sales Recpts Page 4004		Sales Recpts Page 4004	36.50

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BANK ACCOUNT-NO 1

Cash Received between 01/05/2019 and 31/05/2019

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
30/05/2019	Sales Recpts Page 4006		Sales Recpts Page 4006	307.00
30/05/2019	Sales Recpts Page 4011		Sales Recpts Page 4011	725.00
31/05/2019	Sales Recpts Page 4005		Sales Recpts Page 4005	58.80
31/05/2019	Saxton Mee	bacs	Water payment - Tenant	112.50
Total Receipts				35,174.94