

**MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL**  
**HELD IN COUNCIL CHAMBER, CIVIC HALL, DRONFIELD**  
**ON MONDAY 6<sup>th</sup> JANUARY 2020**

**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, K. Tait, R. Welton and P. Wright

**In Attendance:**

J. Mitchell (Office Manager & PA to Town Clerk) and two members of the public

**1. Apologies**

There were no apologies.

**2. To consider a variation of order of business**

There was no variation to the order of business.

**3. Declarations of Interest**

Cllr W. Jones declared a non-pecuniary interest in the Sindelfingen item on the Town Clerk's Report.

**4. Public Speaking**

**4.1 Planning matters**

There were no comments on planning matters.

**4.2 General Matters**

There were no comments on general matters.

**4.3 Police Matters**

There were no police present.

**5. Council Minutes**

The minutes from the Council Meeting held on 2<sup>nd</sup> December 2019 were presented to the meeting.

**208/19-20 RESOLVED**

That the minutes of the Ordinary Meeting of the Town Council held on Monday 2<sup>nd</sup> December 2019 are approved and adopted as a true and accurate record of the meeting.

**6. Items for exclusion of public**

There were no items for the exclusion of the public

**7. Planning Matters**

**7.1 Planning Applications**

**209/19-20 RESOLVED**

To note the schedule of planning applications.

**7.2 Planning Decisions**

**210/19-20 RESOLVED**

To note the schedule of planning decisions.

## **8. Outside Services Report**

The following tasks have been carried out up to the 13<sup>th</sup> December 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 toilets are checked and cleaned and opened before any funeral or GOR takes place.

Cliffe Park – The Outside Services team open the park in the mornings and check the lodge is set up and ready for any users when required. Maintenance at the park is being done on a fortnightly basis.

Civic Hall window boxes - The window boxes have all been emptied of the summer plants, the window boxes will all be removed in January to allow us to clean out and install new capillary matting then reinstated back in position.

Noticeboards – All the notice boards have been cleaned of any old notices and any non-charity notices removed. There is a notice placed on each board stating what the boards are to be used for and what notices and sizes should be placed on the boards.

Christmas Lights - The Christmas lights switch on was held on the 29<sup>th</sup> November at Library Gardens, along with the Christmas Fest which was held on the same day for the first time. The Christmas Fest and the Lights Switch-on was a very successful event and was well attended by members of the public, there were various events taking place around the High Street which was closed from 4pm – 9pm. The fairground rides outside the Civic Hall were very popular. The weather stayed kind and everyone seemed to enjoy the event.

Leabrook Valley – There will be 4 new LED lights installed on the footpath behind Pound Stretcher on the 3 columns; this work is being carried out w/c 6<sup>th</sup> January 2020.

Hedges and Shrubbery – We have been around a few areas cutting back the hedges/shrubbery, the areas that have been cut back, so far – Quoit Green, Dronfield Woodhouse car park, Kiln Hill.

Cemetery Lodge – The gutters on the lodge have all been cleaned out along with the guttering and down pipes around the Chapel and storage building.

Garden Machinery - All the lawn mowers, sit on mowers, strimmers, hedge cutters, blowers have all been cleaned down and are ready to be picked up to be taken away for servicing and repair.

Other Tasks - Agendas and other DTC material placed on notice boards and are removed when meetings/events have taken place. Various reports have actioned around the Town.

Cllr Collins requested a bin be installed at the bus shelter on Wreakes Lane and that a review of the dustbins across the town is undertaken as he has received reports some are overflowing on a regular basis.

Cllr M. Foster requested more specific details be included on future outside services report of the maintenance that has been undertaken on the play areas.

### **211/19-20 RESOLVED**

To refer the request for a bin review to the Properties Committee.

### **212/19-20 RESOLVED**

That the Outside Services report is noted.

## **9. Meeting Reports**

### **9.1 Grant Awards Panel held on 9<sup>th</sup> December 2019**

Members received a report from the Grant Awards Panel and all recommendations to council were taken together.

#### **213/19-20 RESOLVED**

That no grant be awarded to Dronfest for the 2019 event but they are encouraged to submit another grant application for the 2020 event and the council are to also have a discussion regarding local event sponsorship.

#### **214/19-20 RESOLVED**

That the Dronfield Diamonds club becomes affiliated to the England Athletics and upon proof of the affiliation the cost of £150 will be reimbursed by the council and the Council will then also provide a grant for £170 to train one group leader.

#### **215/19-20 RESOLVED**

That no grant be awarded to Derbyshire Police as the room hire charges the grant was requested for never took place.

#### **216/19-20 RESOLVED**

That no grant be awarded to Drone Valley Brewery as the application does not qualify under the grants criteria.

#### **217/19-20 RESOLVED**

To note the minutes of the meeting.

### **9.2 Christmas Advisory Committee held on 10<sup>th</sup> December 2019**

Members received a report from the Christmas Advisory Committee detailing plans for the 2020 event.

#### **218/19-20 RESOLVED**

That the 2020 Christmas event will be held on Friday 27<sup>th</sup> November 2020.

#### **219/19-20 RESOLVED**

To note the minutes of the meeting.

### **9.3 Properties Advisory Committee held on 16<sup>th</sup> December 2019**

Members received a report from the Properties Committee and all recommendations to council were taken together.

#### **220/19-20 RESOLVED**

That expenditure up to £5,000 is approved to carry out the fixed wire testing, subject to two further quotes being gained.

#### **221/19-20 RESOLVED**

That the request from Coal Aston Cricket Club for £415 for an external defibrillator cabinet is approved subject to a suitable location being agreed.

#### **222/19-20 RESOLVED**

That costs totalling £6,250 are approved for the required work regarding the Civic Hall lease.

#### **223/19-20 RESOLVED**

To note the minutes of the meeting.

#### 9.4 Budget Advisory Committee held on 16<sup>th</sup> December 2019

Members received a report from the Budget Advisory Committee.

#### **224/19-20 RESOLVED**

To note the minutes of the meeting.

#### 9.5 Parks & Recreation Committee held on 16<sup>th</sup> December 2019

Members received a report from the Parks and Recreation Committee.

#### **225/19-20 RESOLVED**

To note the minutes of the meeting.

### **10. 2020-2021 Budget**

Members received a copy of the budget for 2020-2021 and the Budget Advisory Committee recommended to Council to accept the 2020-2021 budget of £834,069.

#### **226/19-20 RESOLVED**

That the 2020-2021 budget is approved.

### **11. 2020-2021 Precept**

Cllr A. Foster explained that the council would be requesting a small increase in the precept which would be equivalent to a 1.5% increase per band D properties.

The Budget Advisory Committee recommended to Council to approve the 2020-2021 precept of £821,456

#### **227/19-20 RESOLVED**

That a precept of £821,456 is requested from North East Derbyshire District Council.

### **12. Town Clerks Report**

#### Items for Decision

Plastic Free Dronfield – to consider a request for free use of a venue to hold an event for community group Plastic Free Dronfield in March 2020.

Sindelfingen String Quartet – request for a letter of invitation from the Town Council to perform at the VE Day Commemorations in May 2020.

#### Items for Information

Derbyshire County Council – temporary road closure and suspension of one way order for Soaper Lane from 13th January 2020 to 20th March 2020 to facilitate gas main renewal works.

Derbyshire County Council – Emergency Temporary Footpath Closure Order public footpath number 73 Dronfield and public footpath number 52 Unstone from 19th December 2019 to 8th January 2020.

#### Correspondence Received

DALC Circular 13 – 2019 (circulated electronically)

Subs 20-21 - Spring Seminar - Grant Funding - Website Access Regs - Good Cllr Guide Transport - Councils Tackling Loneliness - Speed Signs Guidance - Pre-election publicity brief - New Employment Regs - Confidential Minutes - Code of Conduct

DALC Circular 14 - 2019 (circulated electronically)

Section 137 Expenditure 2020 - 21 - Grant Funding Training - NALC Guidance - Discrimination Cases protected characteristics? - Grievance & Disciplinary Advice & Policies - Account & Governance - DALC Christmas Closure

#### **228/19-20 RESOLVED**

That Plastic Free Dronfield are requested to submit a grant application to fund room hire charges.

**229/19-20 RESOLVED**

That a letter of invitation is sent from the Town Council to invite the Sindelfingen String Quartet to perform at the VE Day Commemorations.

**230/19-20 RESOLVED**

To note the Town Clerks report.

**15. Financial Reports**

Members received income and expenditure Reports, bank reconciliations, schedule of receipts and schedule of payments for November 2019.

**231/19-20 RESOLVED**

To approve Payments of £53,781.01 for November 2019.

**232/19-20 RESOLVED**

To note the schedules of Receipts for November 2019.

**233/19-20 RESOLVED**

To note the Bank Reconciliations at 30<sup>th</sup> November 2019.

**234/19-20 RESOLVED**

To note the Income and Expenditure at 30<sup>th</sup> November 2019.

The meeting closed at 7:55pm.

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

**DRONFIELD TOWN COUNCIL**  
**PLANNING APPLICATIONS**  
**SUBMITTED TO COUNCIL ON MONDAY 6 JANUARY 2020**

No	Reference	Applicant	Location	Details
1.	19/00956/FL	Miss B Morton	49 Barnard Avenue	Change of Use from gift shop (A1) to dog grooming salon (sui generis)
2.	19/01051/FLH	C Footit	44 Ravensdale Road	Application for two-storey rear extension (amended plans)
3.	19/01144/AD	Mr K Flint	37 Chesterfield Road	Application for advertisement consent for two city taxi signs, consisting of City Taxis Logo and telephone number. Each sign to be situated centrally beneath the two upstairs windows level with the existing Dronfield Chiropractic Clinic sign (Conservation area)
4.	19/01145/TPO	Mr M Ingham	34 Coniston Road	Application to crown lift to 6 metres, reduce crown by 20% and crown clean deadwood plus removal of lower branch on Oak Tree (T2) covered by NEDDC TPO103 part 2
5.	19/01152/FLH	Mr J Roberts	2 Lowry Drive	Two story rear extension on an existing dwelling and modifications to the existing porch to reposition the main entrance. New Window to the Southern Elevations and new roof lights to the North side of the roof
6.	19/01168/FL	Rev A Gore	The Old Town Hall, High Street	Reordering and extension of Dronfield parish office and Dronfield Parish Hall to provide new community meeting rooms, a community cafe and an accessible changing room (Listed Building/ Conservation Area)
7.	19/01169/LB	Rev A Gore	The Old Town Hall, High Street	Application for listed building consent for reordering and extension of Dronfield parish office and Dronfield parish hall to provide new community meeting rooms, a community cafe and an accessible changing room (Listed building / Conservation area)
8.	19/01176/DISCON	Dr R Dils	183 Carr Lane	Discharge of condition 3 (External joinery details) of previously approved 19/00909/LB for stonework repairs and window replacement

9.	19/01180/FLH PD	Mr S Brain	10 Princess Road	Notification under householder neighbour consultation scheme for single storey rear extension to replace existing conservatory
10.	19/01192/FLH	Mr J Lee	17 Ennerdale Close	Demolition of garage and construction of two storey side extension with single storey front and rear extension
11.	19/01195/TPO	Mr K Cook	The Pines, Marsh Avenue	Application to remove 5 pine trees covered by NED TPO 13
12.	19/01203/FLH	Mr Dunn	34 Holmesdale Road	Conversion of integral garage to living space
13.	19/01207/FLH	J Turton	61 Hallowes Lane	Single storey rear extension
14.	19/01210/FLH	Mr T Lee	41 Chesterfield Road	Detached single storey garden room to rear (Listed Building/Conservation Area)
15.	19/01211/LB	Mr T Lee	41 Chesterfield Road	Application for detached single storey garden room to rear (conservation Area)
16.	19/01216/FL	Mr P Holmes	4 Stonelow Road	Construction of three 3-bed townhouses with rooms in roof space
17.	19/01222/TPO	Miss C Harris - NEDDC	Land To The East Of 9 Buckingham Close Dronfield Woodhouse	Application to prune 1no Lime Tree covered by NEDDC TPO103 PT2 G3

## BANK ACCOUNT-NO 1

## List of Payments made between 01/11/2019 and 30/11/2019

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/11/2019	Water Plus	ddr	129.25		03053269/5659/Water Plus
04/11/2019	Royal British Legion	CHQ 200128	17.00		Poppy Wreath
04/11/2019	Gosforth Pre School	CHQ 200129	280.00		Gos Pre School - Chq 200129
05/11/2019	BACS B/L Pymnt Page 2487	BACS Pymnt	1,310.79		BACS B/L Pymnt Page 2487
05/11/2019	NEDDC - CIVIC HALL	ddr	2,455.00		Rates 2019/20 - Civic Hall
05/11/2019	NEDDC - CHURCH ST CAR PARK	ddr2	119.00		Rates - 2019/20 - Church Street
05/11/2019	NEDDC CLIFF PARK	ddr3	486.00		Rates 2019/20 - Gosforth Lodge
05/11/2019	NEDDC - DRONFIELD	ddr4	147.00		Rates 2019/20 - Dron Woodhouse
05/11/2019	NEDDC - COAL ASTON	ddr5	432.00		Rates 2019/20 - Coal Aston
06/11/2019	NEST	DDR	100.02		NEST-Pension Payment/Deduction
06/11/2019	DEA	DDR	168.91		Attachment order - deduction
07/11/2019	Gamma Business Communications	ddr	116.26		GA1504577/5656/Gamma Business
08/11/2019	HSBC Bank Plc	ddr2	27.29		SEP-OCT19/5654/HSBC Bank Plc
08/11/2019	Post Office Ltd	ddr3	4,880.46		Tax & NI PAYE - Oct
08/11/2019	British Gas Trading Ltd	ddr6	33.06		953550577/British Gas Trading
08/11/2019	TALKTALK DIRECTDEBIT	ddr7	27.00		TT0540272347/TALKTALK DIRECTDE
08/11/2019	Dronfield2gether	CHQ 200130	273.00		Dronfield2gether- Chq 200130
11/11/2019	Plusnet PLC	ddr8	52.43		3660706-019/Plusnet PLC
11/11/2019	OPUS - 42 Cemetery Road (Lodge	ddr9	48.38		67262895/OPUS - 42 Cemetery Ro
11/11/2019	HSBC Bank Plc	ddr10	41.64		SEP19/5655/HSBC Bank Plc
11/11/2019	PHS Group Plc	ddr11	66.22		67037090/5658/PHS Group Plc
12/11/2019	PHS Group Plc	ddr	136.08		Sani Disposal 15.11.19-14.2.20
13/11/2019	O2 Direct Debit	ddr2	84.34		Mobile phone contract-Oct
15/11/2019	BACS Salaries - Nov	BACS	16,545.79		BACS Salaries - Nov
15/11/2019	NEDDC Cemetery Lodge	ddr3	614.00		Rates 2019/20-Cemetery/Chapel
15/11/2019	NEDDC - WORKS UNIT	ddr4	476.00		Rates 2019/20 - Works Unit
18/11/2019	BACS P/L Pymnt Page 2493	BACS Pymnt	1,500.00		BACS P/L Pymnt Page 2493
18/11/2019	FuelGenie	ddr	257.70		Fuel for Vehicles - October
18/11/2019	BACS P/L Pymnt Page 2498	BACS Pymnt	337.40		BACS P/L Pymnt Page 2498
20/11/2019	Contract Natural Gas Ltd	ddr5	366.63		Gas - Gos Lodge - Oct
20/11/2019	Contract Natural Gas Ltd	ddr6	127.86		Gas - Stonelow - Oct
21/11/2019	IRIS Payroll Solutions Ltd	ddr7	22.85		1448384/5670/IRIS Payroll Solu
21/11/2019	Spitfire Network Services Ltd	ddr8	39.60		Alarm line rental - November
21/11/2019	British Gas Trading Ltd	ddr9	830.48		Gas - Civic Hall
21/11/2019	OPUS - Small Pavilion Stone	ddr10	149.91		Electric - Smi Pav S/low-Oct
21/11/2019	OPUS - Civic Hall	ddr11	1,092.20		Electric - Civic Hall - Oct
21/11/2019	OPUS - Church Street	ddr12	14.61		Electric - Church street - Oct
21/11/2019	OPUS - Main Pavilion Stonelow	ddr13	174.85		Electric - Main Pav S/low-Oct
21/11/2019	OPUS - Cliffe Park	ddr14	1,277.11		Electric - Cliffe Park - Oct
21/11/2019	OPUS - Coal Aston Pavilion	ddr15	38.14		Electric - CA Pavilion-Oct
21/11/2019	OPUS - Unit Callywhite Lane	ddr16	1,113.17		Electric - Works Unit - Oct
21/11/2019	BACS P/L Pymnt Page 2499	BACS Pymnt	-966.32		BACS P/L Pymnt Page 2499
22/11/2019	BACS P/L Pymnt Page 2500	BACS Pymnt	239.09		BACS P/L Pymnt Page 2500
22/11/2019	BACS P/L Pymnt Page 2501	BACS Pymnt	40.00		BACS P/L Pymnt Page 2501
22/11/2019	Personnel Advice & Solutions L	ddr	120.00		Purchase Ledger DDR Payment
26/11/2019	BACS P/L Pymnt Page 2502	BACS Pymnt	11,902.30		BACS P/L Pymnt Page 2502
28/11/2019	BACS P/L Pymnt Page 2505	BACS Pymnt	5,773.77		BACS P/L Pymnt Page 2505

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**BANK ACCOUNT-NO 1**

**List of Payments made between 01/11/2019 and 30/11/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/11/2019	HSBC - Community Account NO 1	ID Mobile	5.00		Posted to cashbook 2 Error
29/11/2019	HSBC - Community Account NO 1	Westfield	66.15		Posted to cashbook 2 in error
29/11/2019	Cathedral Leasing Ltd	ddr	171.58		Nappy disposal hygiene
<b>Total Payments</b>			<b>53,781.01</b>		

## BANK ACCOUNT-NO 1

Cash Received between 01/11/2019 and 30/11/2019

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
22/11/2019	Donation - Anonymous	Cash	Bench donation - High Street	300.00
19/11/2019	HS2	bacs	Land access payment- HS2	860.00
29/11/2019	HS2	BACS	HS2 BACS Payment received	520.00
04/11/2019	Mr Giles	Cash	Market Rent 24 & 31.10.19	107.50
22/11/2019	Mr Giles	cash	Market rent 7 & 14.11.19	85.25
29/11/2019	Mr Giles	Cash	Market rent 21 & 28.11.19	68.00
04/11/2019	Sales Recpts Page 4199		Sales Recpts Page 4199	1,177.44
04/11/2019	Sales Recpts Page 4200		Sales Recpts Page 4200	203.15
01/11/2019	Sales Recpts Page 4201		Sales Recpts Page 4201	1,150.00
01/11/2019	Sales Recpts Page 4202		Sales Recpts Page 4202	112.95
02/11/2019	Sales Recpts Page 4203		Sales Recpts Page 4203	62.40
01/11/2019	Sales Recpts Page 4204		Sales Recpts Page 4204	62.40
04/11/2019	Sales Recpts Page 4205		Sales Recpts Page 4205	50.50
05/11/2019	Sales Recpts Page 4206		Sales Recpts Page 4206	307.00
11/11/2019	Sales Recpts Page 4207		Sales Recpts Page 4207	1,000.00
11/11/2019	Sales Recpts Page 4208		Sales Recpts Page 4208	33.15
11/11/2019	Sales Recpts Page 4209		Sales Recpts Page 4209	178.42
12/11/2019	Sales Recpts Page 4210		Sales Recpts Page 4210	73.00
14/11/2019	Sales Recpts Page 4211		Sales Recpts Page 4211	23.22
14/11/2019	Sales Recpts Page 4212		Sales Recpts Page 4212	448.70
15/11/2019	Sales Recpts Page 4213		Sales Recpts Page 4213	50.50
11/11/2019	Sales Recpts Page 4214		Sales Recpts Page 4214	50.50
22/11/2019	Sales Recpts Page 4215		Sales Recpts Page 4215	40.80
22/11/2019	Sales Recpts Page 4216		Sales Recpts Page 4216	74.99
29/11/2019	Sales Recpts Page 4217		Sales Recpts Page 4217	279.24
25/11/2019	Sales Recpts Page 4218		Sales Recpts Page 4218	1,230.00
25/11/2019	Sales Recpts Page 4219		Sales Recpts Page 4219	307.00
26/11/2019	Sales Recpts Page 4220		Sales Recpts Page 4220	200.00
26/11/2019	Sales Recpts Page 4221		Sales Recpts Page 4221	307.00
26/11/2019	Sales Recpts Page 4222		Sales Recpts Page 4222	37.99
21/11/2019	Sales Recpts Page 4223		Sales Recpts Page 4223	50.50
27/11/2019	Sales Recpts Page 4224		Sales Recpts Page 4224	307.00
27/11/2019	Sales Recpts Page 4225		Sales Recpts Page 4225	23.22
29/11/2019	Sales Recpts Page 4226		Sales Recpts Page 4226	100.00

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## BANK ACCOUNT-NO 1

Cash Received between 01/11/2019 and 30/11/2019

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
29/11/2019	Sales Recpts Page 4227		Sales Recpts Page 4227	0.00
29/11/2019	Sales Recpts Page 4228		Sales Recpts Page 4228	373.30
29/11/2019	Sales Recpts Page 4229		Sales Recpts Page 4229	45.00
29/11/2019	Sales Recpts Page 4230		Sales Recpts Page 4230	45.00
28/11/2019	Saxton Mee	bacs	Lodge Rent/Commission/Maint	441.80
<b>Total Receipts</b>				<b>10,786.92</b>