

MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL
HELD VIRTUALLY VIA ZOOM ON MONDAY 1st JUNE 2020

Present:

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

In Attendance:

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

1. Apologies

There were apologies from Cllr M. Foster, Cllr R. Gilmore and Cllr K. Tait.

2. To consider a variation of order of business

There was no variation to the order of business.

3. Declarations of Interest

Cllr M. Emmens and Cllr A. Hutchinson declared a non-pecuniary interest in planning application 20/00332/OL.

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 Annual Council Meeting held on Monday 11th May 2020 were presented to the meeting.

027/20-21 RESOLVED

That the minutes of the Annual Meeting of the Town Council held on Monday 11th May 2020 are approved and adopted as a true and accurate record of the meeting.

6. Items for exclusion of public

The Town Clerk requested the meeting reports under agenda item 9 and one item from the Town Clerks report under agenda item 10 be moved to the confidential section of the meeting.

028/20-21 RESOLVED

That items under agenda items 9 and 10 be moved to the confidential section of the meeting.

7. Planning Matters

7.1 Planning Applications

Cllr Dale spoke regarding planning application 20/00332/OL Crabtree Lodge. He expressed concerns regarding the impact 15 dwellings would have on the openness of the green belt land around the area. Access to and from the site was also considered a concern as Dyche Lane is a busy road and it would be a difficult junction to pull out of to access the 15 dwellings. There were also some concerns around whether the land is currently classified as a paddock or

residential garden. Cllr Dale therefore proposed that the Town Council object to this planning application on the grounds discussed above and Cllr Hanrahan seconded that proposal.

Cllr Powell, Cllr Hall, Cllr Collins, Cllr Emmens and Cllr Hutchinson all abstained from the vote.

029/20-21 RESOLVED

That the Town Council object to planning application 20/00332/OL on the grounds of safe access to and from the proposed development site and the impact the development would have on the openness of the green belt.

030/20-21 RESOLVED

To note the schedule of planning applications.

7.2 Planning Decisions

031/20-21 RESOLVED

To note the schedule of planning decisions.

8. Outside Services Report

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

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. If there are any issues with the bins or play equipment this is noted and entered into the folder for any action to be done We are now emptying some of the dog bins which are being used more regularly in certain areas of the Town, mostly at the Golf Course and Dronfield Woodhouse.

Play Areas – All Play Areas still remain closed.

We have just received the new parts to repair the 4 way springie at Sindlefingen Park.

In Cliffe Park, the areas that were rotovated and reseeded, the grass has come on well and all matting that was lifted for the grass to grow will be replaced to allow the grass to grow through the matting.

Hill top play area is fencing is becoming a problem due to the play area being enclosed in 6ft high fencing, the gate is padlocked. The fencing is being cut back from the bottom of the posts and pulled away from the post so people can access the play area. Football is being played against the fencing and I would say that if the ball goes into the play area this is how they are gaining access in to the park. In the past 6 weeks we have attended the site on two occasions to repair the fencing (first visit 3 panels) by use of steel banding the fence back onto the post. When this has been done and made secure, they move onto the next panel, it has been made safe and secure again this week w/c 18th May.

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 main gates have been left unlocked since the lockdown come into place so members of the public can still access the park for their exercise routines. The toilets have been kept closed as well. The bollard is in place so no vehicles can access the park.

Over the past 2 weeks we have had problems on the Bowling Green due to youths riding their bikes all over the green, leaving skid marks across the green, this has been reported to the police on several occasions, I asked the youths on one occasion to move of the bowling green as its for bowling and not for cycling on, I did receive some verbal abuse from them and asked

that the Police attend. The Police have attended on some occasions and had words with some youths around the park who were on bikes.

The grassed area in the park have all been cut and are being cut on a fortnightly basis. The shrubbery and hedges have all been cut back; the patio area has been cleared of all weeds and grass.

The tennis courts are now open and are being well used; notices have been put up explaining the Government guidelines on the use of the tennis courts.

Grass Cutting – Grass cutting continues around the Town, at present we are cutting the grass every 2 weeks.

Cemetery Grass Cutting – All the areas within the Cemetery are being cut on a fortnightly basis.

Civic Hall – The caretaking staff have also been busy working in the Civic Hall, the stage has been sanded and repainted. The painting of the hall walls has been completed; the main hall floor has now been varnished with a base coat (sealer) and a further 2 coats of heavy duty varnish has been applied.

Hanging Baskets – The lighting columns for the hanging baskets have all been inspected and the report sent back to DTC. We have 20 lighting columns that will have the hanging baskets mounted on them. DCC have this week granted permission for DTC to install the hanging baskets, they will be installed w/c 6th June. We will also install some hanging baskets around the fencing at Cliffe Park.

Flower Beds – The 16 flower beds around the Town have all had the winter plants removed, the flower beds have been rotovated and compost added to the beds. The summer plants will start to be planted from Tuesday 26th May, we have 7450 plants that have to be planted in all flower beds.

Outside Service Staff – From Tuesday the 26th May Outside Services staff will be back up to full strength with 5 men, we are still adhering to the social distancing guidelines with respect to how we use the 3 vehicle and how many men I have in at break times and lunch times. I will have to change this slightly as there will be 5 Outside Service operatives now so break times may well be changed to suit.

Other Tasks - Agendas 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 been actioned around the Town.

032/20-21 RESOLVED

That the Outside Services report is noted.

9. Meeting Reports

The meeting reports were moved to the confidential section of the meeting due to commercial sensitivities as agreed under agenda item 6.

10. Town Clerks Report

Items for Decision

5G in Dronfield – a concerned Dronfield resident has written to all town councillors requesting the Town Council make consideration into halting 5G technology rollout for the time being, based on the precautionary principle, as Totnes and Glastonbury Town Council's have done, until there is more sound evidence that demonstrably proves that this new technology is safe.

Dronfield2gether would like to seek approval to reallocate £210.19 of the grant they received from the Town Council to two local groups actively supporting our community during the covid19 crisis. The Atrium Café at The Forge is providing eighty hot meals a week to vulnerable residents in Dronfield. Sheila's Sewing Circle in Dronfield now has 124 volunteers and has made and delivered 5,500 face masks to local health and care workers.

Items for Information

None

Correspondence Received

DALC Circular 05-2020 (circulated electronically)

'Remote' meetings and your annual council meeting – latest updates - Audit Arrangements – Covid-19 updates - Cemetery & Burial Ground use during lockdown - Council staff furloughing - Update on pay negotiations - DALC's office move postponed - 'Home-working' allowance update - Training programme update

DALC Circular 06-2020 (circulated electronically)

New 'Healthwatch' phone help-line launched in Derbyshire - Covid-19 'recovery strategy' news for East Midlands councils - Section 137 limit set for 2020/21 - Public facilities guidelines... - Calling for Climate Emergency champions! - A simple 'how-to' guide on registering your rights-of-way - Zoom meetings – settings - 6-month rule update - DALC Excellence Awards – entry form published - Tackling vandalism under lockdown – BHIB advice

NEDDC – Local Plan Examination Update from Inspector (circulated electronically)

HS2's 4th Being a Good Neighbour Progress Report (circulated electronically)

Cllr Parkin recommended to council to note the request regarding 5G and to respond to the resident expressing a desire to investigate further as concerns have not yet been confirmed.

033/20-21 RESOLVED

To write to the resident confirming the council would investigate 5G further before making any recommendations.

034/20-21 RESOLVED

To approve Dronfield2gether to reallocate £210.19 of the grant they received from the Town Council to the Atrium Café at The Forge and Sheila's Sewing Circle.

035/20-21 RESOLVED

To note the Town Clerks report.

11. Year End Accounts

The Year End Accounts for 2019-2020 were presented to the meeting.

036/20-21 RESOLVED

That the year end accounts for 2019-2020 are noted.

12. Internal Audit Report

Members received the report from the internal auditor.

037/20-21 RESOLVED

That the internal audit report is noted.

13. Annual Governance Statement for 2019-2020

Members considered the nine statements contained on the Annual Governance Statement for 2019/20

038/20-21 RESOLVED

That the Council acknowledge, as members of Dronfield Town Council, their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the accounting statements and confirm to the best of their knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020 that statements 1 to 9 on the Annual Governance Statement are agreed.

14. Accounting Statements for 2019-2020

Members received a copy of the completed accounting statements for 2019/20.

039/20-21 RESOLVED

That the accounting statements for 2019/20 are approved.

15. Financial Reports

Members received an income and expenditure report, bank reconciliations and the schedule of receipts and schedule of payments for April 2020.

040/20-21 RESOLVED

that payments of £47,161.82 for April 2020 are approved.

041/20-21 RESOLVED

To note the schedules of receipts April 2020.

042/20-21 RESOLVED

To note the Bank Reconciliations at 30th April 2020.

043/20-21 RESOLVED

To note the Income and Expenditure at 30th April 2020.

23. Exclusion of the Press and Public

044/20-21 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.

Two members of the public left the meeting.

9.1 Parks & Recreations Committee Meeting Minutes held on 26th May 2020

Members received the minutes from the Parks & Recreation Committee Meeting.

045/20-21 RESOLVED

That the piece of play equipment is removed from Lundy Road play area and that the decision about where to relocate the equipment is delegated to the Town Clerk in conjunction with the Chair of the Parks & Recreation Committee.

046/20-21 RESOLVED

To note the minutes of the meeting.

9.2 Budget Advisory Committee Meeting Minutes held on 26th May 2020

Members received the minutes from the Budget Advisory Committee Meeting.

047/20-21 RESOLVED

That a purchasing card is ordered with a credit limit of £1,500 but that an Amazon Business Account is not opened and purchases should be made locally wherever possible.

048/20-21 RESOLVED

To cancel DALC Membership for the year 2020-2021.

049/20-21 RESOLVED

To note the minutes of the meeting.

9.3 Properties Committee Meeting held on 26th May 2020

Members received the minutes from the Properties Committee Meeting.

050/20-21 RESOLVED

That the council agree to the Great Fire of Dronfield bonfire being held in principle providing the committee at Dronfield Woodhouse Sports & Social Club meet with the Outside Services Manager before the event takes place and that they provide copies of the event risk assessments and plans to the Town Council before the bonfire takes place.

051/20-21 RESOLVED

That the flooring is replaced within the café area at Gosforth Lodge, the boiler is replaced and the electrics are upgraded as required as per the quotes gained and presented to council and that the jobs are carried out while the venue is unoccupied.

052/20-21 RESOLVED

That the Town Clerk is given delegated powers to renegotiate the terms of the contract with the prospective tenant of the café at Cliffe Park.

053/20-21 RESOLVED

That the council agree in principle to Shelagh's Sewing Circle using the Civic Hall, however they would need to provide details in advance of the safe guards they would have in place to adhere to social distancing and the toilets within the hall would be kept locked.

10. Town Clerks Report

Correspondence received from NEDDC regarding the Joint Burial Committee was discussed.

054/20-21 RESOLVED

That the Joint Cemetery Committee arrange a meeting and invite Mr Jim Fieldsend from NEDDC to the meeting prior to being joined by representatives of Unstone Parish Council to join them to discuss the future of the Joint Committee.

The meeting closed at 8:15pm.

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

CHAIRMANS INITIALS

DRONFIELD TOWN COUNCIL
PLANNING APPLICATIONS
SUBMITTED TO COUNCIL ON MONDAY 1 JUNE 2020

No.	Reference	Applicant	Location	Details
1	20/00244/AD	Mr Jinyun Chen	93 Chesterfield Road	Application for advertisement consent for 1no illuminated fascia sign and 1no hanging sign (Conservation Area)
2	20/00332/OL	Mr & Mrs Hunter	Crabtree Lodge Dyche Lane	Outline residential development for up to 15 dwellings (scale not reserved for subsequent approval) with access from Dyche Lane (resubmission of NED/18/00816/OL) (Major Development/Departure from Development Plan)
3	20/00339/FLH	Mr S Pinder	26 Prospect Road	Conversion of basement to ancillary living accommodation
4	20/00369/FL	Ariane Developments Ltd Michael Walsh	22 - 24 Lea Road	Application for change of use and conversion of existing commercial building to six apartments (Conservation Area/Affecting setting of a Listed Building)
5	20/00374/FLH	S Hartland	11 Crofton Rise	Application for single storey extension to the front of the property to form a new porch with pitched roof and additional floor area to the existing garage with new flat roof and replacement of flat roof at rear of property over kitchen with new pitched roof
6	20/00381/FLH	Mr J Fulwood	77 Holmley Lane	Alterations to garage, single storey rear extension, hip-gable loft conversion with rear dormer, alterations to openings and new render finish
7	20/00383/FLH	Mr M Woodward	1 Leabrook Road	Erection of new 2.15m fence to front
8	20/00384/FLH	Mr Robert Hobson	32 Green Lea	Erection of a single storey front extension

BANK ACCOUNT-NO 1

List of Payments made between 01/04/2020 and 30/04/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2020	BACS P/L Pymnt Page 2569	BACS Pymnt	15,171.55		BACS P/L Pymnt Page 2569
02/04/2020	Post Office Ltd	DDR	4,726.83		Tax & NI - March 2020
06/04/2020	NEDDC - CHURCH ST CAR PARK	ddr	136.09		Rates - Church Street 20/21
06/04/2020	HSBC Bank Plc	ddr	17.80		HSBC Bank Charges - Feb/Mar
06/04/2020	Gamma Business Communications	ddr2	116.26		Telephone contract - March
09/04/2020	OPUS - 42 Cemetery Road (Lodge	ddr3	140.71		Electric - Cemetery - March
09/04/2020	Plusnet PLC	ddr4	52.20		Broadband - Civic - April
14/04/2020	British Gas Trading Ltd	ddr5	18.48		Gas - Works Unit 15Jan-24Mar
14/04/2020	HSBC Bank Plc	ddr	32.16		Electronic bank charges-Feb
14/04/2020	TALKTALK DIRECTDEBIT	ddr2	27.00		Works Unit Broadband - April
15/04/2020	HSBC BACS Salaries- April	BACS	16,604.74		HSBC BACS Salaries- April
15/04/2020	O2 Direct Debit	ddr	82.44		Mobile Phone Contract - March
15/04/2020	NEDDC Cemetery Lodge	ddr2	667.25		Rates - Cemetery April 20/21
15/04/2020	NEDDC - WORKS UNIT	ddr3	484.30		Rates - Works Unit Apr 2020/21
16/04/2020	FuelGenie	ddr6	322.51		Fuel for Vehicles - March
16/04/2020	BACS P/L Pymnt Page 2581	BACS Pymnt	168.70		BACS P/L Pymnt Page 2581
16/04/2020	North East Derbyshire District	ddr3	1,122.68		Dog Waste Bins x 2 Apr-Sep
16/04/2020	North East Derbyshire District	ddr5	1,122.68		Cliffe Park Bins x 2 Apr-Sep
16/04/2020	North East Derbyshire District	ddr6	561.34		Civic - Bins x 2 Apr-Sep
20/04/2020	Contract Natural Gas Ltd	ddr7	289.96		Gas - Gosforth Lodge - March
20/04/2020	Contract Natural Gas Ltd	ddr8	203.26		Gas - Stonelow Pav - March
21/04/2020	IRIS Payroll Solutions Ltd	ddr9	22.85		Auto enrolment package-March
21/04/2020	Spitfire Network Services Ltd	ddr10	39.60		Alarm Line Rental - April
21/04/2020	OPUS - 42 Cemetery Road (Lodge	ddr	9.68		Electric - Cemetery - March
21/04/2020	OPUS - Unit Callywhite Lane	ddr2	1,232.77		Electric - Cliffe Park - March
21/04/2020	OPUS - Main Pavilion Stonelow	ddr3	125.11		Electric -Main Pav S/Low- Mar
21/04/2020	OPUS - Coal Aston Pavilion	ddr4	32.44		Electric - C/Aston Pav March
21/04/2020	OPUS - Unit Callywhite Lane	ddr5	1,047.26		Electric - Works Unit -March
21/04/2020	OPUS - Civic Hall	ddr6	910.30		Electric - Civic Hall - March
21/04/2020	OPUS - Small Pavilion Stone	ddr7	156.40		Electric - Sml Pav S/Low March
22/04/2020	BACS P/L Pymnt Page 2574	BACS Pymnt	120.00		BACS P/L Pymnt Page 2574
23/04/2020	British Gas Trading Ltd	ddr	739.80		Gas - Civic Hall - March
23/04/2020	Water Plus	ddr4	35.62		Water-CA Pav 6.1-6.4.20
27/04/2020	Business Stream	ddr5	40.16		Sewerage - Works unit-Dec-Mar
27/04/2020	Business Stream	ddr6	64.65		Water Sewerage-CA pav-Dec-Mar
27/04/2020	Business Stream	ddr7	52.55		Water Sewerage-Cem-Nov-Feb
27/04/2020	Business Stream	ddr	52.55		Sewerage - Cemetery -March
27/04/2020	Business Stream	cancel	-52.55		Water Sewerage-Cem-Nov-Feb
28/04/2020	IDMobile	ddr	5.00		Sim card for tablet - April
28/04/2020	Westfield Health Direct D	ddr2	70.65		Westfield Deducitons - April
30/04/2020	Water Plus	ddr3	62.45		Water-Stonelow 31.1-15.4.20
30/04/2020	Water Plus	ddr4	305.39		Water - C/Park 15.1-15.4.20
Total Payments			47,161.82		

Cash Received between 01/04/2020 and 30/04/2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
30/04/2020	Inland Revenue - VAT Repayment	bacs	Inland Revenue - VAT Repayment	18,871.05
06/04/2020	NEDDC	bacs	Precept Payment/Support Grant	417,034.51
27/04/2020	NEDDC - Covid-19 Grant	bacs	NEDDC - Covid-19 Grant	10,000.00
27/04/2020	NEDDC - Covid 19 Grant	bacs	NEDDC - Covid 19 Grant	10,000.00
27/04/2020	NEDDC - Covid 19 Grant	bacs	NEDDC - Covid 19 Grant	10,000.00
27/04/2020	NEDDC Covid 19 - Grant	bacs	NEDDC Covid 19 - Grant	25,000.00
24/04/2020	Sales Recpts Page 4359		Sales Recpts Page 4359	73.68
24/04/2020	Sales Recpts Page 4360		Sales Recpts Page 4360	90.40
23/04/2020	Sales Recpts Page 4361		Sales Recpts Page 4361	461.60
22/04/2020	Sales Recpts Page 4362		Sales Recpts Page 4362	45.20
14/04/2020	Sales Recpts Page 4363		Sales Recpts Page 4363	1,230.00
14/04/2020	Sales Recpts Page 4364		Sales Recpts Page 4364	54.60
04/04/2020	Sales Recpts Page 4365		Sales Recpts Page 4365	75.00
27/04/2020	Sales Recpts Page 4366		Sales Recpts Page 4366	400.00
27/04/2020	Sales Recpts Page 4367		Sales Recpts Page 4367	100.00
30/04/2020	Sales Recpts Page 4368		Sales Recpts Page 4368	61.20
23/04/2020	Saxton Mee	bacs	Lodge Rent/Utilities/Agent Fee	795.80
Total Receipts				494,293.04