

MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL
HELD VIRTUALLY VIA ZOOM ON MONDAY 2nd NOVEMBER 2020

Present:

Councillors S. Burkitt, A. Dale, L. Deighton, M. Emmens, A. Foster, M. Foster, R. Gilmore, R. Hall, M. Hanrahan, M. Ireland, W. Jones, P. Parkin, R. Spooner, K. Tait, R. Welton and P. Wright

In Attendance:

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

1. Apologies

Apologies were received from Cllr T. Collins, Cllr A. Hutchinson and Cllr A. Powell

2. To consider a variation of order of business

There was no variation to the order of business.

3. Declarations of Interest

There were no declarations of interest.

4. Public Speaking

4.1 Planning matters

There were no comments on planning matters.

4.2 General Matters

A member of the public spoke regarding a Council resolution passed at the Council meeting on 7 September 2020 and an outstanding complaint.

4.3 Police Matters

There were no police present but a report received in advance of the meeting was noted.

5. Council Minutes

The minutes from the Council Meeting held on Monday 5th October 2020 were presented to the meeting. It was noted that there was some duplication with regards to the planning applications that were submitted at the October meeting requiring amendment.

145/20-21 RESOLVED

That the minutes of the Meeting of the Town Council held on Monday 5th October 2020 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

Members discussed the planning applications presented to council.

146/20-21 RESOLVED

To write to North East Derbyshire District Council to request when trees are felled that an alternative suitable tree is planted.

147/20-21 RESOLVED

To note the schedule of planning applications.

7.2 Planning Decisions

There were no comments on planning decisions.

148/20-21 RESOLVED

To note the schedule of planning decisions.

8. Outside Services Report

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

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 two men doing the whole route, and they carry out a visual inspection of the play areas/equipment at the same time. I am waiting on delivery of some new dog bins - large and small to replace some bins around the Town.

Anything that is picked up on the visual inspection is entered on to the forms when they return to workshop and rectified as soon as possible.

Play Areas – Maintenance has been carried out on the play areas –

Birches Fold – Nothing to report.

Cliffe Park – The roundabout has been fixed with a new bearing being installed. Creative Play have inspected the equipment and noted anything that requires attention, I am waiting for dates for when they will attend site and rectify the faults.

Hilltop – Removed the crushing/pinching hazard on the gate. Filled in trip hazard at entrance gate and seeded over.

Moonpenny Way – Removed excess thread on protruding bolts on signs.

Sindlefingen Park – Removed pegs from grass mats. Topped up soil where required.

Stonelow – Removed crushing/pinching hazard on both gates.

Dronfield Woodhouse – Nothing to report.

Lundy Rd – Climbing frame has been removed and relocated at Sindlefingen Park.

Marsh Ave – New bench installed on the outside of the play area.

Cemetery Rd – Nothing to report.

Tennis courts – Waiting on quotes for the refurbishment of the courts at Dronfield Woodhouse and Coal Aston.

Bowling Greens – Winter maintenance work is being carried out by contractor Smiths Groundcare.

We are waiting on spares parts to carry on maintenance within the play areas.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday.

Grass Cutting – Grass cutting continues around the Town, we are hoping to get out and give all areas one last cut for this year.

Cemetery Grass Cutting – All the areas within the Cemetery were cut last week, this will hopefully have been the last cut for the year.

Weed Spraying – We have weed sprayed all the flower beds and will rotovate them to kill back the weeds that keep growing in the beds. We have also sprayed the tennis courts at Coal Aston.

MUGA Pitch – The MUGA pitch is open, but bookings have now been restricted to under 18 age groups only that are allowed to play due to them being exempt from the rule of six.

Shrubbery/Hedges – The area around Dronfield Woodhouse bowling and tennis courts have had the shrubbery cut back. The Poplar has also been cut back.

Hep A & B – Outside Services Staff have had the second course of Hep A & B inoculations done, there is a further one injection to be taken next month and then a blood test.

Poppies - The poppies have been installed onto various lamp posts around the Town.

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

Cllr Mark Foster commented on the condition of the tennis courts and asked if the different tennis courts and bowling greens could be listed on the report separately with details of any maintenance carried out.

Cllr Kevin Tait requested that forms are signed on site following visual inspections of the play areas rather than when they return to the depot.

149/20-21 RESOLVED

That each individual tennis court and bowling green is listed along with details of any maintenance carried out on future reports.

150/20-21 RESOLVED

That the Outside Services report is noted.

9. Meeting Reports

9.1 Parks & Recreation Committee Meeting

Members received the minutes from the Parks & Recreation Committee Meeting held on 12th October 2020.

151/20-21 RESOLVED

That the minutes of the Parks & Recreation Committee meeting are noted.

9.2 Gritting Committee Meeting

Members received the minutes from the Gritting Committee Meeting held on 12th October 2020.

152/20-21 RESOLVED

That the minutes of the Gritting Committee meeting are noted.

9.3 Environmental Committee Meeting

Members received the minutes from the Environmental Committee meeting held on 12th October 2020.

153/20-21 RESOLVED

To confirm that permission was granted for the scouts to plant bulbs on the inside of the wall at Hilltop Play Area.

154/20-21 RESOLVED

That the minutes of the Environmental Committee meeting are noted.

9.4 Remembrance Day Working Group

Members received the minutes from the Remembrance Day Working Group Meeting held on 12th October 2020.

155/20-21 RESOLVED

To note the minutes of the meeting of the Remembrance Day Working Group

9.5 Properties Committee Meeting

Members received the meetings of the Properties Committee Meeting held on 19th October 2020.

A motion was put by Cllr. M. Foster and Cllr. K. Tait that the council remove the hedges currently located next to the Dronfield Woodhouse Sports & Social Club as soon as possible.

156/20-21 RESOLVED

That the hire charge for the 5pm – 6pm booking on a Friday and the 3:30pm – 4:30pm bookings on a Saturday are brought up to the same rate of £30.70 as other bookings.

157/20-21 RESOLVED

That a refund of £500 is given to the Peel Centre as a gesture of goodwill as no bookings were carried out during lockdown.

158/20-21 RESOLVED

That pavilion charges for 2020 are waived as they haven't been used by the groups.

159/20-21 RESOLVED

To remove the hedges near the Dronfield Woodhouse Sports & Social Club at a cost of up to £5,000, which is delegated to the Town Clerk in conjunction with the Chair of the Properties Committee and Leader of the Council. If the quote for the work is above £5,000 the matter is to be brought back to the Properties Committee.

160/20-21 RESOLVED

That the minutes of the Properties Committee Meeting are noted.

9.6 Business Forum Meeting

Cllr R. Welton gave members a verbal report of the Business Forum meeting held on 26th October 2020.

161/20-21 RESOLVED

That the verbal report of the Business Forum is noted.

9.7 Christmas Committee Meeting

Members were presented with the minutes from the Christmas Committee Meeting held on 27th October 2020.

162/20-21 RESOLVED

That the Town Council sponsor the Rotary Club's Santa Sleigh for up to £500 and in return the Town Council logo will appear on the Sleigh, social media coverage and in editorial.

163/20-21 RESOLVED

To defer the decision to create an Events Committee to a future Council Meeting.

164/20-21 RESOLVED

That the minutes of the Christmas Committee Meeting are noted.

Cllr. M. Emmens left the meeting at 8:56pm.

10. Town Clerks Report

Items for Decision

- a) **Christmas Office Closure** – To close the office for Christmas from 24th December through to Monday 4th January. We will divert the office phone to a mobile and monitor emails for emergencies.
- b) **Civic Hall** – whether to allow the Sewing Circle to continue use of the Civic Hall during lockdown.

Items for Information

- a) **Local Plan** – A new consultation is due to be launched on North East Derbyshire District Council's draft Local Plan. The new consultation will be on changes to the plan, called 'Main Modifications' which are proposed by the independent inspector. It is expected that the consultation will run for 7 ½ weeks, from the 2nd November 2020 to the 23rd December 2020.
- b) **Public Space Protection Order** - The order has been approved and will be in force from week commencing 26th October 2020. The District has taken the approach that due to the recent Tier 2 announcement that we will be doing a soft launch and period off education about the order, with a view to enforcement and more substantial press releases in the New Year dependent on the COVID situation.
- c) **Bus Shelter** - A bus shelter is to be removed at Dronfield, Chesterfield Road, Cemetery Road to facilitate works to the Dronfield – Unstone Cycle Link scheme. A new shelter will be provided and paid for by Derbyshire County Council at no cost to Dronfield Town Council.

Correspondence Received

- a) **Clarke Telecom** – letter and plans in respect of the telecommunications base station upgrade of EE_25964_MBNL_NED030, HYDE PARK SW (distributed to councillors electronically on 14.10.20)
- b) **Derbyshire County Council** – email received in response to request to investigate unstopping of Upper School Lane.
- c) **Dronfield Wellbeing Group** – email received regarding Dronfield Wellbeing Group (distributed to councillors electronically on 20.10.20)

165/20-21 RESOLVED

That the office would close for Christmas from 24th December until 4th January.

166/20-21 RESOLVED

To allow the Sewing Group to continue to make face masks in the Civic Hall if permitted by the latest guidance.

167/20-21 RESOLVED

To create a Steering Group, consisting of members of the previous Neighbourhood Planning Group and allocate a budget up to £2,500 for the help of a consultant to respond to the latest consultation and to organise some zoom meetings to help residents respond to the consultation.

Cllr. P. Wright brought a motion before council to write to North East Derbyshire District Council requesting an extension period on the consultation until the end of February 2021.

167/20-21 RESOLVED

To write to North East Derbyshire District Council to request an extension to the consultation period on the Local Plan to the end of February 2021.

168/20-21 RESOLVED

To write to Derbyshire County Council to request that the bus shelter which is being replaced on Chesterfield Road is replaced with one of equal or better quality.

Cllr. A. Foster requested the Clerk to provide members with a briefing regarding the suggested data breach spoken about during the public speaking section of the council meeting.

169/20-21 RESOLVED

That the Town Clerk would circulate a briefing to all members regarding the suggested data breach.

170/20-21 RESOLVED

To note the Town Clerk Report.

11. Financial Reports

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

171/20-21 RESOLVED

That payments of £182,508.11 for September 2020 are approved.

172/20-21 RESOLVED

To note the schedules of receipts for September 2020.

173/20-21 RESOLVED

To note the Bank Reconciliations at 30th September 2020.

174/20-21 RESOLVED

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

12. Exclusion of the Press and the Public

175/20-21 RESOLVED

That in the 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.

Cllr. R. Gilmore left the meeting at 9:32pm

13. Meeting Report

Members received a verbal report from the Personnel Committee Meeting held on 2nd November 2020, as no minutes had yet been produced.

176/20-21 RESOLVED

That a settlement agreement on terms recommended by the Personnel Advisory Committee are approved.

The meeting closed at 9:38pm.

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

CHAIRMAN'S INITIALS

DRONFIELD TOWN COUNCIL
PLANNING APPLICATIONS
SUBMITTED TO COUNCIL ON MONDAY 2 NOVEMBER 2020

No	Reference	Applicant	Location	Details
1.	20/00142/FLH	Mr N Fisher	65 Hollins Spring Avenue	Application for two storey side extension and single storey rear extension
2.	20/00727/FLH	Mr A Whitton	11 Anglesey Road	Proposed side garage extension with new pitched roof to replace existing flat roof
3.	20/00803/TPO	Mr Saxton	1 Alport Rise	Application to fell two cherry trees covered by NEDDC Tree Preservation Order No 103 PT 3 G1
4.	20/00820/FLH	J Wyman	7 Thirlmere Drive	Proposed two storey side and rear extension
5.	20/00821/FLH	Mr & Mrs M Trevenna	33 Drury Lane	Demolition of existing conservatory and construction of a single storey rear extension to form family wet room and front and rear extensions to the garage
6.	20/00828/FLH	J Kaviani	1 Stone Close	Application to vary condition 2 of planning application 19/00600/FL to alter approved plans (Conservation Area) (Affecting the setting of a listed building)
7.	20/00829/FL	G Goddard	30 Highfields Road	Two storey side extension
8.	20/00835/FLH	C Mansell	23 The Knoll	Application to raise roof height to incorporate new first floor, front and rear first floor windows including Juliet Balcony and demolition and replacement of existing side garage
9.	20/00843/FLH	N Haworth	8 Ford Close	Single storey front and side extension incorporating part of existing garage to create additional living accommodation
10.	20/00844/FLH	Mr T Palmer	206 Holmley Lane	Two storey side extension and alterations/additions to front and rear dormers with 2no Balconies to the rear and new render coat over existing facing brickwork
11.	20/00859/FLH	Mr Johnson	16 Park Avenue	Single storey rear extension with raised patio area
12.	20/00863/FLH	J Deffley	23 Linden Avenue	Proposed single storey side and rear extension
13.	20/00878/FLH	Millward	119 Holmley Lane	Application to replace existing conservatory with single storey rear extension with decking to rear and conversion of existing garage to habitable rooms

14.	20/00882/FLH	Mr J Rugman	61 Holmley Lane	Demolition of garage and construction of single storey side extension
15.	20/00883/FLH	Mr D Brown	44 Wentworth Road	Application to pollard 2no Lime Trees (T22 and T23) covered by NEDDC Tree Preservation Order 103 Pt 1
16.	20/00888/FLH	Mr L Whitby	30 Falcon Road	Demolition of existing conservatory and erection of single storey rear extension and re-roofing of garage and porch
17.	20/00889/TPO	Miss Cate Harris NEDDC Parks	St John The Baptist Church Church Street	Application to fell 1 Sycamore (T5) covered by NEDDC Tree Preservation Order No 205
18.	20/00890/TPO	Miss Cate Harris NEDDC Parks	Land To The East Of 2 Garth Way Dronfield	Application to fell 1 Lime T5, pruning of 2 Limes T2 and T4 and pruning of 1 Silver Birch T6 covered by NEDDC Tree Preservation Order No 103 Pt 5 at Land To The East Of 2 Heathfield Close and
19.	20/00893/FLH	M Smith	36 Hartington Road	Construction of a two-storey side extension
20.	20/00904/FL	Mr Graham Manning - 2 Sisters Food Group	Gunstones Bakery Stubley Lane	Proposed installation of 1no Additional oven extract roof flue and 1no Louvre 1m x 1m
21.	20/00906/FLH	K & I Bough	19 Northern Common	Proposed single-storey side 'Orangery' extension, single-storey rear 'Entrance Hall' extension and addition of 3 no. Velux roof windows. (Conservation Area)
22.	20/00910/TPO	Mr M Stevens	Aston Lodge 29 Cross Lane	Application to fell 4no trees within area W1 of TPO number DUDC5
23.	20/00915/FLH	Oxley	12 Landseer Close	First floor side extension, garage conversion and internal alterations
24.	20/00917/FLH	Mr & Mrs Hough	Ouzlebank Farm Highgate Lane	Single storey extension to detached dwelling
25.	20/00918/FLH	K Deakin	20 Chaddesden Close	Single storey rear and side extension, (revised scheme of 20/00075/FLH)
26.	20/00920/FLH	R Harrison	10 Melbourne Avenue	Application for first floor extension above the garage

27.	20/00924/TPO	Mr Midgeley	8 Ashford Road	Application to Crown thin and remove lateral branches to 25% on 1no Sycamore (T31) covered by NEDDC TPO 103 Pt3
28.	20/00934/FLH	Mr & Mrs Chambers	67 Hallows Lane	Construction of a front porch, replacement of existing flat roof to side extension with hipped roof and a single-storey extension to rear lower ground floor
29.	20/00941/FLH	Mr J Durkan	14 Coniston Road	Alterations and extensions including single-storey rear extension, two storey side extension and new detached garden room
30.	20/00951/TPO	Mrs R Murphy	144 Carr Lane	Application for pruning works to 2no Horse Chestnut (T1 + T3), 1no Sycamore (T2), 1no Beech (T6) and 1no Ash (T7) covered by NEDDC TPO 113
31.	20/00958/CATPO	Mr P Markwell	Fox Glove Cottage Forrester's Lane	Notification of intention to crown reduce 1no Syacamore located within the Coal Aston Conservation Area
32.	20/00963/FLH	S Clarke	12 Ferndale Close	Proposed single and two-storey rear extension
33.	20/00964/SOLAR	West Special Fasteners Ltd - Hawkins	Unit 3A Callywhite Lane	Notification for prior approval for the External Rooftop Installation of a 97.5kW Solar PV system, consisting of 300 x 325w JA Solar Panels (JAM60S09) fixed and mounted to the trapezoidal roof with aero compact mounting kit and fixings
34.	20/00985/FLH	S Carey	10 Barnard Avenue	Proposed Single Storey Side and Rear Extension

BANK ACCOUNT-NO 1

List of Payments made between 01/09/2020 and 30/09/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/09/2020	Public Works Loan Board	ddr	3,343.75		PWLB Loan/Interest
02/09/2020	The Post Office Ltd	ddr	265.00		Vehicle Tax YT63 XFN
03/09/2020	Water Plus	ddr3	86.10		Water-Cemetery 8.6-18.8.20
05/09/2020	NEDDC - CHURCH ST CAR PARK	ddr4	140.00		Rates - Church Street 20/21
07/09/2020		BACS	200.00		Refund for Skip deposit
07/09/2020	CACC	BACS	2,000.00		Cricket Club annual grant
08/09/2020	HSBC Bank Plc	ddr5	6.50		Bank charges HSBC
09/09/2020	BACS P/L Pymnt Page 2664	BACS Pymnt	4,557.17		BACS P/L Pymnt Page 2664
09/09/2020	HSBC Bank Plc	ddr6	37.40		HSBC internet banking charges
09/09/2020	OPUS - Cemetery Road (Lodge	ddr7	43.95		Electric Cemetery jul-aug
09/09/2020	Plusnet PLC	ddr8	52.20		Broadband - Civic Sept
09/09/2020	Gamma Business Communications	ddr	122.48		Telephone Contract August
11/09/2020	O2 Direct Debit	ddr9	85.99		Mobile Phones - August
11/09/2020	TALKTALK DIRECTDEBIT	ddr10	27.00		Broadband - Works unit Sept
14/09/2020	Post Office Ltd	ddr	4,712.78		Tax & NI - August 20
14/09/2020	Water Plus	ddr12	362.75		Water - Civic 28.5-28.8.20
14/09/2020	NEDDC Cemetery Lodge	ddr13	686.00		Rates - Cemetery April 20/21
15/09/2020	HSBC BACS Salaries	BACS	20,725.37		Sept BACS Salaries
15/09/2020	NEDDC - WORKS UNIT	ddr14	484.00		Rates - Works Unit Apr 2020/21
15/09/2020	Flogas Britain Ltd	ddr15	66.16		Gas - C/Aston sports Jun-Aug
16/09/2020	FuelGenie	ddr16	257.76		Vehicle Fuel - August
17/09/2020	BACS P/L Pymnt Page 2654	BACS Pymnt	136.80		BACS P/L Pymnt Page 2654
17/09/2020	BACS P/L Pymnt Page 2655	BACS Pymnt	85,318.54		BACS P/L Pymnt Page 2655
17/09/2020	BACS P/L Pymnt Page 2659	BACS Pymnt	336.00		BACS P/L Pymnt Page 2659
21/09/2020	BACS P/L Pymnt Page 2660	BACS Pymnt	-360.00		BACS P/L Pymnt Page 2660
21/09/2020	Frama Smart Mailing	ddr17	126.00		Franker machine rental Oct-Jan
21/09/2020	IRIS Payroll Solutions Ltd	ddr18	22.85		Auto enrolment package-August
21/09/2020	British Gas Trading Ltd	ddr19	100.35		Gas - Civic Hall - August
21/09/2020	Contract Natural Gas Ltd	ddr20	33.66		Gas-Stonelow Sports August
21/09/2020	Contract Natural Gas Ltd	ddr22	59.68		Gas-Gos Lodge - August
21/09/2020	OPUS - Cliffe Park	bacs	802.61		Electric-Cliffe Park August
21/09/2020	OPUS - Main Pavilion Stonelow	ddr2	217.91		Electric-Main Pav S/Low Aug
21/09/2020	OPUS - Coal Aston Pavilion	ddr3	43.20		Electric - C/Aston Pav August
21/09/2020	OPUS - Unit Callywhite Lane	ddr4	206.30		Electric-Works Unit-August
21/09/2020	OPUS - Church Street	ddr5	12.92		Electric-Church Street-August
21/09/2020	OPUS - Civic Hall	ddr6	443.20		Electric - Civic Hall- August
21/09/2020	OPUS - Small Pavilion Stone	ddr7	26.57		Electric-Sml pav S/low-Aug
22/09/2020	Personnel Advice & Solutions L	ddr	120.00		Purchase Ledger DDR Payment
22/09/2020	Spitfire Network Services Ltd	ddr23	39.60		Alarm line rental Sept
24/09/2020	Business Stream	ddr24	29.80		Water-S/low Field 28.7-10.9.20
25/09/2020	NEST	NEST SEPT	319.85		NEST
29/09/2020	Post Office Ltd	ddr	6,831.41		Tax & Ni - Sept
29/09/2020	Westfield Health Direct D	ddr26	47.10		Westfield deductions Sept
29/09/2020	PHS Group Plc	ddr	91.80		Sani Bin duty of care G/Lodge
29/09/2020	Metro (Dronfield) Limited	ddr	49,239.60		Civic Hall Rent Qtr 29 Sept

Total Payments 182,508.11

BANK ACCOUNT-NO 1

Cash Received between 01/09/2020 and 30/09/2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
25/09/2020	NEDDC	bacs	Precept 2nd Payment	417,034.49
23/09/2020	Sales Recpts Page 4402		Sales Recpts Page 4402	884.18
22/09/2020	Sales Recpts Page 4403		Sales Recpts Page 4403	402.54
15/09/2020	Sales Recpts Page 4404		Sales Recpts Page 4404	50.50
01/09/2020	Sales Recpts Page 4405		Sales Recpts Page 4405	2,575.00
22/09/2020	Sales Recpts Page 4406		Sales Recpts Page 4406	36.84
23/09/2020	Sales Recpts Page 4407		Sales Recpts Page 4407	1,165.00
27/09/2020	Sales Recpts Page 4409		Sales Recpts Page 4409	180.80
25/09/2020	Sales Recpts Page 4410		Sales Recpts Page 4410	125.00
30/09/2020	Sales Recpts Page 4411		Sales Recpts Page 4411	960.25
24/09/2020	Saxton Mee	BACS	Lodge Rent/Utility/Agent Fee	795.80
30/09/2020	Unallocated Sales Ledger bacs	bacs	Unallocated Sales Ledger bacs	61.40
Total Receipts				<u>424,271.80</u>

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