

**MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL  
HELD VIRTUALLY VIA ZOOM ON MONDAY 1<sup>st</sup> FEBRUARY 2021**

**Present:**

Councillors S. Burkitt, T. Collins, A. Dale, L. Deighton, M. Emmens, A. Foster, M. Foster, 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:**

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

**1. Apologies**

Apologies were received from Cllr R. Gilmore.

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

The Town Clerk recommended that the minutes from the Parks & Recreation Committee held on 1<sup>st</sup> February 2021 were moved to the confidential section of the meeting.

**230/20-21 RESOLVED**

That agenda item 9.4 Minutes of the Parks & Recreation Meeting held on 1<sup>st</sup> February is moved to the confidential section of the council meeting excluding the public.

**3. Declarations of Interest**

Cllr R. Hall declared a non-pecuniary interest Dronfield Running Club.

**4. Public Speaking**

**4.1 Planning matters**

There were no comments on planning matters.

**4.2 General Matters**

A member of the public requested whether the wreaths around the war memorial could be recycled or whether they went to land fill each year.

A member of the public spoke about the obstruction of the highway at Upper School Lane and requested a response to emails he had sent to Cllr Dale, Cllr A. Foster and Cllr Welton, which the Town Clerk was copied into.

**4.3 Police Matters**

There were no police present. Cllr A. Foster requested that a meeting be organised with the police via Teams.

**5. Council Minutes**

The minutes from the Council Meeting held on Monday 4<sup>th</sup> January 2021 and the minutes from the Extraordinary Council Meeting held on Friday 22<sup>nd</sup> January 2021 were presented to the meeting.

**231/20-21 RESOLVED**

That the minutes of the Meeting of the Town Council held on Monday 4<sup>th</sup> January 2021 and the Extraordinary Council Meeting held on 22<sup>nd</sup> January 2021 are approved and adopted as a true and accurate record of the meeting.

**6. Items for exclusion of public**

It was resolved under agenda item two to move agenda item 9.4 to the confidential section of the meeting.

## **7. Planning Matters**

### **7.1 Planning Applications**

Members discussed the planning applications presented to council.

#### **232/20-21 RESOLVED**

To write to NEDDC regarding planning application 20/01198/FLH to request a site visit and an alternative finish to the carport to be considered.

#### **233/20-21 RESOLVED**

To gain a second opinion on the felling of 16 trees in planning application 20/01225/TPO within Sindelfingen Park before any work is undertaken.

#### **234/20-21 RESOLVED**

To note the planning applications.

### **7.2 Planning Decisions**

There were no comments on planning decisions.

#### **235/20-21 RESOLVED**

To note the schedule of planning decisions.

## **8. Outside Services Report**

The following tasks have been carried out in January 2021.

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 carry out a visual inspection of the play areas/equipment at the same time.

We have had a delivery of new dog and litter bins, we have replaced some dog bins around the town that require replacing.

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.

Hedgerows - Cleared the area around the footpath at The Tree Tons, removed the debris from the wooded area – gas canisters, beer kegs and rubbish.

Cleared the hedgerows around all our parks - Jubilee Park, Marsh Avenue, Dronfield Woodhouse and Sindelfingen Park.

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

Tennis Courts – The tennis courts at Cliffe Park, Dronfield Woodhouse and Coal Aston have all been locked up again, as per Government guidelines.

Christmas Trees/decoration – The Christmas lights and tree in Library Gardens were removed w/c 4<sup>th</sup> Jan. The High Street, Civic Centre and Dronfield Bottom Christmas trees above the shops were removed during this week as well. All the Christmas trees that were located around the Town were also removed. All lights and straps have been packed and stored away ready for next year.

Grit Bins – The Outside Services staff have filled all 139 grit bins around Town. They were filled 11<sup>th</sup> and 12<sup>th</sup> January and also 18<sup>th</sup> and 19<sup>th</sup> January, we used the 13 ton of grit we had stored at the unit. I have had another delivery of 14 ton of grit ready to top the bins up if and when required.

Notices – New notices with 'Keep Dogs on Leads' are being put up within our parks areas, we had some A5 size notices which were put up in all parks but some have been removed, the new signs are A4 size and will be attached to posts around the park area.

## Play Areas

Birches Fold – Cleaned and tidied up area.

Cliffe Park – Creative Play attended site and replaced one wooded beam underneath one of the platforms, they still have to rectify the loose post footings and also the roundabout.

Hilltop – No update

Moonpenny Way – Cleaned and tidied up litter around fence. Fitted new toddler swing seat.

Sindlefingen Park – We have removed the Donkey Springie which was lying on the ground, this was due to the spring being snapped. Once the new spring is delivered it will be reinstated.

Stonelow – Replaced toddler swing seat.

Dronfield Woodhouse – Replaced toddler swing seat.

Lundy Rd – No update

Marsh Avenue – No update

Cemetery Road – Installed new bin

We have assembled all the new toddler swing seats ready for when we are allowed to have the play areas back running as normal!

**Tennis courts** – Are all locked.

Dronfield Woodhouse

Coal Aston

Cliffe Park

**Bowling Greens** – Winter maintenance work carried out by Smiths contractors.

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.

### **236/20-21 RESOLVED**

That the Outside Services report is noted.

## **9. Meeting Reports**

### **9.1 Budget Committee Meeting**

Members received the minutes from the Budget Committee Meeting held on 11<sup>th</sup> January.

### **237/20-21 RESOLVED**

To approve the Earmarked Reserves of £449,000.

### **238/20-21 RESOLVED**

That the minutes of the Budget Committee meeting are noted.

### **9.2 Events Committee Meeting**

Members received the minutes from the Events Committee Meeting held on 12<sup>th</sup> January and all resolutions taken together.

### **239/20-21 RESOLVED**

That an event for the Christmas Lights Switch on is held on Friday 26<sup>th</sup> November 2021, Government restrictions permitting or Wednesday 1<sup>st</sup> December, if under lockdown restrictions again.

### **240/20-21 RESOLVED**

That Dronfield Gala is held on Sunday 27<sup>th</sup> June 2021, Government restrictions permitting, and that further research is carried out into the ideas discussed.

### **241/20-21 RESOLVED**

That the date of the Civic Service is kept flexible and held once national restrictions have been lifted and that Rev Dave Walker is approached to hold the service in 2021.

### **242/20-21 RESOLVED**

That the minutes of the Events Committee meeting held on 12<sup>th</sup> January are noted.

### **9.3 Properties Committee Meeting**

Members received the minutes from the Properties Committee Meeting held on 18<sup>th</sup> January 2021.

### **243/20-21 RESOLVED**

That the council replace the bus shelter on Eckington Road in Coal Aston either by claiming through insurance or using the 50-50 scheme with Derbyshire County Council, which ever works out most cost effective.

### **244/20-21 RESOLVED**

That the simplified hire costs for the Civic Hall and Gosforth Lodge are approved and will be implemented from April 2021.

### **245/20-21 RESOLVED**

That, pending a quote, insulation is added under the lounge floor from the cellar and that the ceiling in then reinstated in the cellar at Cemetery Lodge.

### **246/20-21 RESOLVED**

That the minutes of the Properties Committee meeting held on 18<sup>th</sup> January are noted.

### **10. Ear marked Reserves**

A resolution to approve Earmarked Reserves of £449,000 was already made under agenda item 9.1

### **11. 2021-2022 Budget**

Members received a copy of the budget for 2021-2022 and the Budget Advisory Committee recommended to Council to accept the 2021-2022 budget of £834,000

### **247/20-21 RESOLVED**

That the 2020-2021 budget is approved.

### **12. 2021-2022 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 2021-2022 precept of £834,000

### **248/20-21 RESOLVED**

That a precept of £834,000 is requested from North East Derbyshire District Council.

### **13. Town Clerks Report**

#### **Correspondence Received**

- a) Dronfield Running Club – letter received (passed on to councillors electronically)
- b) NEDDC Council Tax Competition – email received (passed on to councillors electronically)

### **249/20-21 RESOLVED**

To write to the Police to request a meeting for feedback on the issue raised by Dronfield Running Club and to also inform Dronfield Running Club that the Town Council share their concerns.

**250/20-21 RESOLVED**

To note the Town Clerk Report.

**14. Financial Reports**

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

**251/20-21 RESOLVED**

That payments of £82,160.41 for December 2020 are approved.

**252/20-21 RESOLVED**

To note the schedules of receipts for December 2020.

**253/20-21 RESOLVED**

To note the Bank Reconciliations at 31<sup>st</sup> December 2020.

**254/20-21 RESOLVED**

To note the Income and Expenditure at 31<sup>st</sup> December 2020.

**15. Exclusion of the Press and the Public**

**255/20-21 RESOLVED**

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

**16.1 Parks & Recreation Committee Meeting Minutes**

Members received the minutes from the Parks & Recreation Committee Meeting held on 1<sup>st</sup> February 2021.

**256/20-21 RESOLVED**

That the contract to resurface the tennis court at Coal Aston is awarded to Fosse for a cost of £34,075, which also includes replacing the fencing and colour coating the courts. If the council is happy with the work undertaken at Coal Aston then the contract for resurfacing the tennis court at Dronfield Woodhouse would also be awarded to Fosse for a cost of £30,500, which also includes new fencing and colour coating the courts.

**257/20-21 RESOLVED**

To delegate an additional budget of up to £5,000 to cover the cost of installation of new basketball posts and nets on the tennis courts to the Town Clerk in consultation with the chair of the Parks committee.

**258/20-21 RESOLVED**

To appoint Fletchers to replace the tarmac and edging around the outside of the cycle area at Cemetery Road Recreation Ground at a cost of £4,608.45 and to appoint Uniplay to lay the graphics for the cycle area at a cost of £4,279.

**259/20-21 RESOLVED**

That Moonpenny play area is refurbished with a budget of £50,000 and to issue the tender as soon as possible via the ESPO framework, ideally receiving quotes back by mid-March. The tender is to include the following specifications and the scoring criteria is to remain the same as the one used for previous tenders for play equipment.

- Swings for toddlers and juniors
- Roundabout
- Spinning pole
- Trampoline

- Climbing frame with slide
- Springies
- New low level bow top fencing
- Safety surfacing

**260/20-21 RESOLVED**

To note the minutes of the Parks & Recreation Committee Meeting held on 1<sup>st</sup> February 2021.

**16.2 Personnel Committee Meeting Minutes**

Members received a verbal report of the minutes from the Personnel Committee Meeting held on 11<sup>th</sup> January 2021.

**261/20-21 RESOLVED**

- a) That the job title of the Office Manager & PA to the Town Clerk is changed to Assistant Town Clerk
- b) That the Town Council pays the SLCC membership fee for the Office Manager & PA to Town Clerk
- c) That training requirements for all senior staff are reviewed
- d) That job descriptions for all senior staff are reviewed

The meeting closed at 8:54pm.

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

DRAFT

**DRONFIELD TOWN COUNCIL**  
**PLANNING APPLICATIONS**  
**SUBMITTED TO COUNCIL ON MONDAY FEBRUARY 1<sup>st</sup> 2021**

Reference	Applicant	Location	Details
19/01246/LDC	Mr K Figg	11A Romney Drive	Construction of a single -storey rear extension
20/00261/LDC	Mr J Chen	93 Chesterfield Road	Application for a lawful development certificate for the use of shop as a hot food takeaway
20/01119/FLH	Mr T Hewins	25 Hilltop Road	Two-storey side extension with gable roof (amended plans)
20/01194/FLH	Mr J Hall	11 Hayfield Close	Construction of first floor side extension over existing ground floor
20/01198/FLH	Mr N Davy	71 Hilltop Road	Application for 2 storey side extension to form carport with bedroom above
20/01200/FLH	Mr S Hobson	39 Ravensdale Road	Single storey front and garage extension, two storey rear extension and alterations to openings
20/01206/FLH	Mr S Wells & Mrs J Gardiner	3 Ormesby Close	Demolition of existing conservatory and erection of replacement rear extension with internal alterations and associated works
20/01222/CATPO	S Hodgson	Yorkshire Building Society, Dronfield Civic Centre	Application to carry out works to 4 trees located within the Dronfield Conservation Area
20/01224/TPO	Dronfield Town Council	Dronfield Cemetery	Application to fell 4 trees and carry out work on 64 high and medium priority trees covered by NEDDC Tree Preservation Order 17
20/01225/TPO	Dronfield Town Council	Sindelfingen Park	Application to fell 16 trees and carry out work on 33 high and medium priority trees covered by NEDDC Tree Preservation Order 103
20/01233/FLH	Mr N Hamilton	37 Summerwood Lane	Application for front and rear dormer windows to facilitate a loft conversion
20/01247/FLH	Mrs L Cousins	51 Cemetery Road	Single storey rear and side extension
20/01257/FLH	Mr P Markwell	Foxglove Cottage Foresters Lane	Extension to existing porch (Conservation Area)
20/01286/FLH	Mr C Hamilton	3 Falcon Rise	Application for front porch, a single storey rear and side extension and side car port
20/01300/FL	Mr J Clapham	St Andrew's Primary School Pentland Road	Erection of a timber pavilion and new rubber mulch running track in school playground



20/01317/FLH	J Barrett	204 Eckington Road	Proposed rear extension, porch extension and side roof replacement
20/01318/ DISCON	Mr K Cook	The Pines, Marsh Avenue	Discharge of conditions 3 (Access and Driveway) and 6 (Tree Protection) pursuant to previously approved 19/01088/FL
21/00006/FLH	Mrs S Wall	3 Barnard Avenue	Application for replacement of an existing car port with a two storey side and single storey rear extension
21/00007FLH	T Hardwick	169 Appletree Drive	Propose single storey rear extension
21/00009/FLH	Mr Hubbard	13 Princess Road	Application for a two storey extension to side and rear and porch and canopy roof to front
21/00010/FL	Danielle Woodhall	25 Cecil Road	Application for a single storey side extension, single storey front extension and to raise the roof height
21/00029/FLH	Kerry Lambert	15 Holmesdale Road	Erection of a single storey side and rear extension
21/00032/FL	Reverend Peter Bold	St John The Baptist Church	Application to remove the glazed panel and replace with a projecting bay clad with timber boarding with lead roof to the north link extension off the north aisle (Listed Building/Conservation Area)
21/00046/FLH	Mr Stubbs	33 Smithy Croft	Application for two storey side extension with single storey lean to at rear
21/00047/ AMEND	Mr G Law	125 Eckington Road	Non-material amendment pursuant of 20/00223/FL to substitute site plan ref GL2021a in order to omit the 600mm driveway margin



## BANK ACCOUNT-NO 1

## List of Payments made between 01/12/2020 and 31/12/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2020	The Post Office Ltd	ddr	265.00		Vehicle Tax -YT68 VUC
04/12/2020	Water Plus	ddr4	109.04		Water -Cem Lodge 18.8-18.11.20
05/12/2020	NEDDC - CHURCH ST CAR PARK	ddr2	140.00		Rates - Church Street 20/21
08/12/2020	BACS P/L Pymnt Page 2714	BACS Pymnt	17,978.32		BACS P/L Pymnt Page 2714
08/12/2020	Business Stream	ddr3	59.09		Water-Cem Lodge-10.8-19.11.20
08/12/2020	Business Stream	ddr24	161.44		Water-Civic Hall 13.8-23.11.20
09/12/2020	BACS P/L Pymnt Page 2717	BACS Pymnt	360.00		BACS P/L Pymnt Page 2717
09/12/2020	HSBC Bank Plc	ddr4	11.50		HSBC Bank Charges - Oct-Nov
09/12/2020	OPUS - 42 Cemetery Road (Lodge	ddr5	154.54		Electric - Cemetry Oct-Nov
09/12/2020	Plusnet PLC	ddr2	52.37		Broadband - Civic Dec
09/12/2020	Gamma Business Communications	ddr3	119.10		Telephone contract- Nov 20
10/12/2020	BACS P/L Pymnt Page 2718	BACS Pymnt	124.00		BACS P/L Pymnt Page 2718
10/12/2020	HSBC Bank Plc	ddr6	32.84		Bank Charges-Electronic -Oct
10/12/2020	TALKTALK DIRECTDEBIT	ddr	29.00		Broadband Works unit-Jan
14/12/2020	O2 Direct Debit	ddr7	86.63		Mobile Phones - Dec
15/12/2020	NEDDC Cemetery Lodge	ddr8	686.00		Rates - Cemetery April 20/21
15/12/2020	NEDDC - WORKS UNIT	ddr9	484.00		Rates - Works Unit Apr 2020/21
15/12/2020	BACS P/L Pymnt Page 2731	BACS Pymnt	194.40		BACS P/L Pymnt Page 2731
16/12/2020	FuelGenie	ddr10	409.45		Vehicle fuel - Nov 20
16/12/2020	Flogas Britain Ltd	ddr11	65.45		Gas - C/Aston Sep-Nov 2020
16/12/2020	Frama Smart Mailing	ddr12	126.00		Franking rental 17.1-16.4.21
17/12/2020	HSBC Card	DDR	120.00		Voucher Express - Xmas Comp
18/12/2020	HSBC Card	DDR2	11.99		Zoom - monthly subs fee
18/12/2020	HSBC Card	DDR3	60.00		Voucher Express - Xmas Comp
21/12/2020	British Gas Trading Ltd	ddr13	7.12		Gas - Works Unit Nov 20
21/12/2020	Spitfire Network Services Ltd	ddr14	39.60		Alarm line rental - Dec
21/12/2020	Contract Natural Gas Ltd	ddr15	143.03		Gas-S/Low Fields Nov
21/12/2020	Contract Natural Gas Ltd	ddr16	173.67		Gas-Gos Lodge Nov
21/12/2020	IRIS Payroll Solutions Ltd	ddr17	22.85		Auro enrolment package - Nov
21/12/2020	British Gas Trading Ltd	ddr18	537.19		Gas - Civic Hall Nov 20
22/12/2020	Personnel Advice & Solutions L	ddr20	120.00		Personnel Advice - Nov
23/12/2020	Cathedral Leasing Ltd	ddr23	77.96		Nappy disposal bins
24/12/2020	NEST - Dec Pensions	NESTDEC	291.54		NEST - Dec Pensions
24/12/2020	Business Stream	ddr21	30.85		Water - C/A Pav 15.10-10.12.20
24/12/2020	Business Stream	ddr22	19.92		Water Wks Unit 16.10-10.12.20
29/12/2020	Grant - Sewing Circle	720.00	720.00		Grant - Sewing Circle
29/12/2020	Opus - Electricity Dec	OPUS	4,427.22		Opus - Electricity Dec
30/12/2020	Westfield	DDR	47.10		Westfield deducitons - Dec
31/12/2020	BACS P/L Pymnt Page 2724	BACS Pymnt	-194.40		BACS P/L Pymnt Page 2724
31/12/2020	BACS P/L Pymnt Page 2725	BACS Pymnt	53,856.60		BACS P/L Pymnt Page 2725
<b>Total Payments</b>			<b>82,160.41</b>		

12:29

## BANK ACCOUNT-NO 1

## Cash Received between 01/12/2020 and 31/12/2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
18/12/2020	Geldards	BACS	Refund fees - Geldards	10.00
03/12/2020	Sales Recpts Page 4456		Sales Recpts Page 4456	307.00
03/12/2020	Sales Recpts Page 4457		Sales Recpts Page 4457	307.00
01/12/2020	Sales Recpts Page 4458		Sales Recpts Page 4458	375.00
07/12/2020	Sales Recpts Page 4459		Sales Recpts Page 4459	36.84
11/12/2020	Sales Recpts Page 4460		Sales Recpts Page 4460	530.92
07/12/2020	Sales Recpts Page 4461		Sales Recpts Page 4461	67.48
07/12/2020	Sales Recpts Page 4462		Sales Recpts Page 4462	100.00
15/12/2020	Sales Recpts Page 4463		Sales Recpts Page 4463	189.10
08/12/2020	Sales Recpts Page 4464		Sales Recpts Page 4464	69.66
12/12/2020	Sales Recpts Page 4465		Sales Recpts Page 4465	307.00
14/12/2020	Sales Recpts Page 4466		Sales Recpts Page 4466	307.00
14/12/2020	Sales Recpts Page 4467		Sales Recpts Page 4467	100.00
14/12/2020	Sales Recpts Page 4468		Sales Recpts Page 4468	307.00
15/12/2020	Sales Recpts Page 4469		Sales Recpts Page 4469	307.00
16/12/2020	Sales Recpts Page 4470		Sales Recpts Page 4470	542.50
18/12/2020	Sales Recpts Page 4471		Sales Recpts Page 4471	307.00
18/12/2020	Sales Recpts Page 4472		Sales Recpts Page 4472	50.00
18/12/2020	Sales Recpts Page 4473		Sales Recpts Page 4473	50.00
18/12/2020	Sales Recpts Page 4474		Sales Recpts Page 4474	73.68
20/12/2020	Sales Recpts Page 4475		Sales Recpts Page 4475	307.00
22/12/2020	Sales Recpts Page 4476		Sales Recpts Page 4476	100.00
29/12/2020	Sales Recpts Page 4477		Sales Recpts Page 4477	100.00
29/12/2020	Sales Recpts Page 4478		Sales Recpts Page 4478	125.00
30/12/2020	Sales Recpts Page 4479		Sales Recpts Page 4479	50.00
15/12/2020	Sales Recpts Page 4487		Sales Recpts Page 4487	85.00
22/12/2020	Sales Recpts Page 4488		Sales Recpts Page 4488	85.00
30/12/2020	Saxton Mee	bacs	Lodge Rent/Water/Agent Fees	795.80
<b>Total Receipts</b>				<b>5,991.98</b>

