MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL HELD AT GOSFORTH LODGE ON MONDAY 7th MARCH 2022

Present:

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

In Attendance:

J. Mitchell (Town Clerk)

1. Apologies

Apologies were received from Councillors T. Collins, R. Gilmore, V. Kirk and P. Parkin.

2. To consider a variation of order of business

There were no variations 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

There were no comments on general matters.

4.3 Police Matters

There were no police in attendance, but a monthly report had been circulated to members.

260/21-22 RESOLVED

To note the police report and newsletter and write a letter of thanks for both.

5. Council Minutes

The minutes from the Council Meeting held on Monday 7th February 2022 were presented to the meeting.

261/21-22 RESOLVED

That the minutes of the Town Council Meeting held on Monday 7th February 2022 are approved and adopted as a true and accurate record of the meeting.

6. Items for exclusion of public

There were two items identified on the supplementary Town Clerk report, which require the exclusion of the public.

262/21-22 RESOLVED

To move matters relating to the recruitment of the RFO and caretaker into the confidential section of the meeting.

7. Planning Matters

7.1 Planning Applications

Members were presented with a list of the latest planning applications.

263/21-22 RESOLVED

To refer planning application 21/00622/FL to the Town Clerk at Holmesfield Parish Council.

264/21-22 RESOLVED

That the planning applications are noted.

7.2 Planning Decisions

Members were presented with a list of the latest planning decisions.

265/21-22 RESOLVED

That the schedule of planning decisions are noted.

8. Outside Services Report

The following tasks have been carried out in February 2022.

<u>Litter/Dog Bins</u> - 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.

The play areas are given a visual inspection and anything that requires attention is entered into the play area sheets kept at workshop on return from emptying the bins.

<u>Cemetery</u> - The baskets are emptied around the Cemetery on a Monday and Friday O/S staff spent some time over the last few weeks clearing the fallen branches/twigs from all around the Cemetery. We have spent more time clearing the rest of the bracken that was at the top of the cemetery next to the wall.

<u>Cemetery</u> – The cemetery has been quite busy over the last month with burials and garden of rest.

<u>Church Clock</u> – The church clock has been mended, the netting covering the clock face has been removed and new netting installed. One of the weights has been taken away for repair.

<u>Open spaces</u> – We have visited our open spaces after the recent storms checking to see if any trees/branches had fallen.

<u>Dronfield Woodhouse</u> - The shrubbery that was overgrown around the tennis courts has had more taken off it so that it doesn't interfere with the new netting that has gone up.

<u>Play Areas</u> – We have carried a repair to the trampoline at Cemetery Road as one of the links had broken.

<u>Marsh Avenue</u> – 3 new "Keep dogs on lead" sings were installed around the park. The day after they were installed the signs had been pulled off. We found one of the signs and reinstalled that one plus another 2, they were also removed along with the posts which had been pulled out.

<u>Dronfield Woodhouse Tennis Courts</u> – The tennis courts have had most of the works carried out with new tarmac been laid along with new fencing installed. The courts will be colour coated in the Spring.

<u>Cemetery Lodge</u> – O/S staff have cleared the inside of the lodge of any rubbish that was left behind. We have also cleared the yard/garden of all litter, wood and plant pots. We also emptied the garage and disposed of the wood and rubbish left in there.

Play Areas

Birches Fold – nothing to report

Cliffe Park – nothing to report

Hilltop – nothing to report

Moonpenny Way - Replaced broken ring on trampoline

Sindlefingen Park – Hags have removed the zip wire due to it being unsafe, a quote has been sent through with a cost of the repairs. The roundabout still requires attention, and a quote has been received for the repairs.

Stonelow – O/S staff painted over the graffiti that was on the tarmac with tarmac emulsion.

Lundy Rd – nothing to report

Marsh Ave -3x plastic covers that were missing from the swings have been replaced.

Cemetery Rd – nothing to report

Dronfield Woodhouse – We have re-tensioned the spring on the entrance gate.

Tennis courts

Dronfield Woodhouse – Work to the surface has been completed. New fencing has been installed. O/S staff removed one of the gate posts and reinstalled 2 inch away from original position to allow the gate to close properly alleviating the crushing/pinching hazard.

Coal Aston – nothing to report

Cliffe Park – The tennis courts are being locked in the evening by the caretaker on duty. The reason being there are people taking their dogs into the courts to let them run around, also children with bikes.

Bowling Greens

All bowling greens are still closed for winter.

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.

266/21-22 RESOLVED

That the Outside Services report is noted.

9. Meeting Reports

9.1 Properties Advisory Committee

Members received the minutes from the Properties Advisory Committee meeting held on 28th February 2022.

267/21-22 RESOLVED

That that the current bus shelter on Gosforth Drive, closest to the flyover, is removed and relocated to one of the five locations identified by Derbyshire County Council and that pending confirmation of costs, the Town Council agree to cover 50% of the shelter costs for the remaining four locations.

268/21-22 RESOLVED

To accept the Terms of Reference for the Properties Advisory Committee.

269/21-22 RESOLVED

To sand and paint the wooden fascia's and soffits on the following buildings and to replace the fascia's, soffits and cladding on the changing rooms with UPVC for the following costs;

Cliffe Park Changing Rooms £5707.36
Gosforth Lodge £1240.00
Cliffe Park Bowling Pavilion £372.00
Coal Aston Bowling Pavilion £496.00
Dronfield Woodhouse Bowling Pavilion £248.00

270/21-22 RESOLVED

That the quote of £6,580 + VAT to replace eight external doors with steel doors is accepted.

271/21-22 RESOLVED

To accept the quote of £3,960 + VAT to clean and repair the roof on Gosforth Lodge and the changing rooms at Cliffe Park.

272/21-22 RESOLVED

To delegate details of the final arrangement for the 2022 season cricket season with both teams that play at Dronfield Woodhouse to the Town Clerk in consultation with the Chair of the Committee and Cllr R. Spooner.

273/21-22 RESOLVED

That no further connections are made to the existing drainage scheme due to the drainage issues on the field at Coal Aston from the development on land north of Eckington Road.

274/21-22 RESOLVED

That the quote of £390 + VAT to clean Cemetery Lodge and £392 + VAT to decorate the kitchen are accepted.

275/21-22 RESOLVED

To accept the quote of £2,047.20 for Coal Aston Car Park and £1,888.80 for Cliffe Park car park to install LED lighting are accepted.

276/21-22 RESOLVED

To accept the quote of £5,063 + VAT plus £590 for installation to install a new projector in the Civic Hall and to also write to the Derbyshire County Councillors for a grant request to contribute towards the cost.

277/21-22 RESOLVED

That current data protection policies are approved and adopted.

278/21-22 RESOLVED

That Dancedaze be permitted to hire the Civic Hall again on the understanding that they pay a £200 refundable bond upfront to cover any costs and that a safeguarding and supervision plan provided in advance of the booking.

279/21-22 RESOLVED

That a new oven is purchased for Gosforth Lodge at a cost of £1099.99 + VAT.

280/21-22 RESOLVED

That the minutes of the Properties Advisory Committee held on 28th February 2022 are noted.

9.2 Budget Advisory Committee

Members received the minutes from the Budget Advisory Committee meeting held on 2nd March 2022.

281/21-22 RESOLVED

To move the following expenditure from earmarked reserves reducing the reserves by a total of £79,530;

Parks Refurbishment £29,010 Cemetery £10,520 Rolling Capital £40,000

282/21-22 RESOLVED

That the minutes of the Budget Advisory Committee held on 2nd March 2022 are noted.

9.3 Events Advisory Committee

Members received the minutes from the Events Advisory Committee meeting held on 2nd March 2022.

283/21-22 RESOLVED

To approve and adopt the Terms of Reference for the Events Committee.

284/21-22 RESOLVED

That the Queen's Coronation is screened in the Civic Hall on Thursday 2nd June 2022 between 10am and 4pm and that Cllr A Powell manage the arrangements of the screening with Cllr Burkitt as support.

285/21-22 RESOLVED

That the review of mobile phone contracts includes the need for them to be used at events going forwards rather than walkie talkies.

286/21-22 RESOLVED

That the minutes of the Events Advisory Committee held on 2nd March 2022 are noted.

10. Risk Assessment

Members received and reviewed a copy of the Risk Assessment.

Cllr A Foster requested one word is amended on page 3 to reflect the fact the Budget Committee recommend the Town Mayors monthly allowance.

287/21-22 RESOLVED

That the Risk Assessment is approved pending the amendment.

11. Town Clerks Report

Items for Decision

Ukraine Emergency Appeal – a request has been received about whether it would be possible for Dronfield Town Council to help by becoming a collection point and forwarding on to places in Chesterfield/Sheffield who are sending aid, whether a service for Ukraine could be organised and held with the Civic Centre car park, Civic Hall or one of the parks. Sindelfingen are setting up a fund to enable a donation to our fellow twin town, Chelm in Poland which is on the Ukrainian border

Items for Information

NEDDC – Armed Forces Covenant NEDDC re-signed the Armed Forces Covenant for Derbyshire in 2019 to show its commitment to our Armed Forces Community. The District Council is now encouraging its partners and local businesses to consider making a similar commitment. Further information can be found at the following website https://www.armedforcescovenant.gov.uk/get-involved/sign-the-covenant/.

NEDDC - is consulting on its Gambling Act 2005 Policy (Statement of Licensing Principles). This consultation will close on 22 April 2022.

NEDDC – Queens Platinum Jubilee support available from NEDDC

Derbyshire Building Control Partnership – proposed address for 1 The Granary, 1b Stone Close, Coal Aston

Derbyshire County Council - A £58 million investment in the county's roads and pavements has been put forward by Cabinet at Derbyshire County Council. The work, due to be carried out from April 2022 to March 2023, will include surface dressing roads and pavements, traffic safety schemes, draining improvements and maintenance to bridges and retaining walls. This is the second year of a £120 million three year programme spent across the county.

The investment into Dronfield's highways and footpaths for 2022/23 will be £1.27 million.

Much of this work will need road closures to make sure it can be done safely and where possible work will be carried out at off-peak times. We apologise in advance for any

inconvenience caused to all those affected by these improvements and thank residents for their patience.

Correspondence Received

Town Twinning - Correspondence received from Sindelfingen regarding possible Town Twinning activities going ahead including the Street Festival from 17th – 19th June 2022.

Derbyshire PCC - Help set policing priorities in North East Derbyshire.

288/21-22 RESOLVED

To signpost people to drop off/collection points for donations to Ukraine within the Sheffield/Chesterfield area.

289/21-22 RESOLVED

To direct anyone that wishes to make a donation to Ukraine to the Disaster Emergency Committee website.

290/21-22 RESOLVED

That Cllr M Hanrahan will coordinate a service for Ukraine with Churches Together, within the Civic Hall, if it is available on the date required.

291/21-22 RESOLVED

To refer feedback on the Gambling Act Policy (2005) to the next council meeting.

292/21-22 RESOLVED

That the Town Clerk Report is noted.

14. Financial Reports

Members received an income and expenditure report, bank reconciliations and the schedule of receipts and schedule of payments for January 2022.

293/21-22 RESOLVED

That payments of £76,762.20 for January 2022 are approved.

294/21-22 RESOLVED

To note the schedules of receipts for January 2022.

295/21-22 RESOLVED

To note the Bank Reconciliations for the period ending 31st January 2022.

296/21-22 RESOLVED

To note the Income and Expenditure for the period ending 31st January 2022.

15. Exclusion of the Press and Public

297/21-22 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.

16. Supplementary Town Clerk Report

Items for decision

Recruitment of RFO - to delegate authority to the Town Clerk to cover any agency fees and or commission payments that may become due when recruiting and employing a new RFO.

Recruitment of Caretaker – the cost to place a quarter page advert in the Twist which is delivered in the Chesterfield area and has a publication on 15,500 is £150 + VAT and the cost

to place a quarter page advert in Wings, which is delivered in Wingerworth, Ashover, Tupton and Clay Cross and has a publication of 6,000 is £75 + VAT.

Members discussed the recruitment of both positions.

298/21-22 RESOLVED

To delegate authority to the Town Clerk to cover any agency fees or commission payments that may become due when recruiting and employing a new RFO and to readvertise the position again with an extended deadline.

299/21-22 RESOLVED

To repackage the current caretaking role as a park attendant to cover the MUGA bookings Monday to Friday in an evening at the current rate and to place a quarter page advert within Twist for £150 + VAT.

300/21-22 RESOLVED

To note the Town Clerk's supplementary report.

The meeting closed at 8:25pm.		
Chairman:	Date:	
Onaliman	Daie	

DRONFIELD TOWN COUNCIL - PLANNING APPLICATIONS SUBMITTED TO COUNCIL ON MONDAY 7TH MARCH 2022

No	Reference	Applicant	Location	Details
1	21/00622/FL	Nicholas Riddle	Cartledge House Cartledge Lane Holmesfield Dronfield	Change the use of the land from highway to domestic garden (Conservation Area)
2	21/00970/FL	Mr Kevin Ogden	44 Salisbury Road Dronfield S18 1UG	Erection of a two- bedroom detached bungalow with detached garage (Amended Title/Further Plan)
3	21/01416/FL	Mr C Allsop	84 Stubley Hollow Dronfield	Change of use of part of stable to ancillary accommodation with new first floor over, extension of existing property to link stable, Juliet balcony and alterations to existing porch at Stubley Hollow Farm
4	22/00066/FLH	Jamie Nicholson	5 Buckingham Close Dronfield Woodhouse	Application for demolition of existing garage and erection of a double storey extension with single storey side entrance and garage extension, finished in render with feature cladding to front elevation
5	22/00068/FLH	Mrs C Joicey	6 Vale Close Dronfield S18 1SF	Proposed bay window and porch extension to the front of the house. Existing walls to receive a render finish to match the back of the house so to become uniform. New dormer window to existing attic bedroom
6	22/00072/FLH	Mr Craig Newbold	16 Eckington Road Coal Aston Dronfield	Removal of a small section (around 5 Feet) of garden wall so that two cars can safely use drive. (Listed building/ Conservation Area)

7	22/00073/LB	Mrs Ayshia Turner	12 Shireoaks Road Dronfield S18 2EU	Application for a driveway to address accessibility issues
9	22/00117/LDC	Mr Paul Harrison	144 Chesterfield Road Dronfield S18 1XG	Application for a certificate of lawfulness for a proposed ground floor side extension and dormer to same side elevation with ancilliary internal alterations
10	22/00119/FLH	Christian Messina	9 Lindup Road Dronfield Woodhouse Dronfield S18 8NR	Erection of a single storey front extension and open side porch with additional parking space
11	22/00126/FLH	Mr Paul Wilmott	21 Cruck Close Dronfield Woodhouse Dronfield S18 8QX	Demolish existing conservatory, erection of single storey rear extension consisting of kitchen/ dining room, single storey side extension consisting of garage, conversion of existing garage into study and two storey side extension to extend existing bedrooms
8	22/00140/LDC	Saynor	11 Hawkshead Avenue Dronfield Woodhouse Dronfield S18 8NB	Application for a Lawful Development Certificate for demolition of existing conservatory and construction of proposed single storey rear extension
12	22/00147/HHC	Miss Heather Duncan	Gunstones Bakery Stubley Lane Dronfield S18 1PF	Application for determination of a High Hedges complaint

Date: 07/02/2022 **Dronfield Town Council**

Time: 13:37 BANK ACCOUNT-NO 1

List of Payments made between 01/01/2022 and 31/01/2022

Date Paid	Payee Name	Reference	Amount Paid Authorized Re	f Transaction Detail
05/01/2022	NEDDC - CHURCH ST CAR PARK	Kddr	140.00	Rates - Church Street 21/22
05/01/2022	NEDDC CLIFF PARK	ddr2	494.00	Rates - Gos Lodge 21/22
05/01/2022	NEDDC - DRONFIELD	ddr3	150.00	Rates-Dron Woodhouse 21/22
05/01/2022	NEDDC - CIVIC HALL	ddr4	2,495.00	Rates - Civic Hall 21/22
05/01/2022	NEDDC - COAL ASTON	ddr5	439.00	Rates - Coal Aston 21/22
06/01/2022	BACS P/L Pymnt Page 2940	BACS Pymnt	4,699.44	BACS P/L Pymnt Page 2940
06/01/2022	Gamma Business Communications	sddr	117.58	Telephohone contract Dec 21
06/01/2022	OPUS - Church Street	ddr	12.23	Electric-Church St- December
06/01/2022	OPUS - Small Pavillion Stone	ddr2	100.90	Electric - Sml Pav S/low Dec
06/01/2022	OPUS - Civic Hall	ddr3	498.85	Electric - Civic Hall - Dec
06/01/2022	OPUS - Coal Aston Pavilion	ddr5	21.20	Electric - CA Pav - Dec
06/01/2022	OPUS - Main Pavillion Stonelow	ddr6	78.15	Electric - Main Pay S/low -Dec
06/01/2022	OPUS - Cliffe Park	ddr7	919.00	Electric-Cliffe Park - Dec
06/01/2022	Cricket Shed, Stonelow	ddr8	227.98	Electri-Cricket Shed - Dec
07/01/2022	BACS P/L Pymnt Page 2941	BACS Pymnt	10,695.52	BACS P/L Pymnt Page 2941
08/01/2022	HSBC Bank Plc	ddr2	41.55	Bank charges Nov-Dec 21
10/01/2022	HSBC Bank Plc	ddr3	46.00	BAnk charges - electronic Nov
10/01/2022	OPUS - 42 Cemetery Road (Lodge		94.57	Electric-Cem Lodge-Nov/Dec
10/01/2022	TALKTALK DIRECTDEBIT	ddr5	31.50	Broadband works unit-Jan
11/01/2022	NEST	NEST	608.49	December deductions
11/01/2022	Plusnet PLC	ddr6	26.53	Broadband - Civic - Jan 22
12/01/2022	O2 Direct Debit	ddr7	113.35	Mobile Phones - Dec
14/01/2022	Post Office Ltd	DDR	6,785.85	PAYE/NI - Dec 21
14/01/2022	HSBC SALARIES	HSBCSALARI	16,845.96	HSBC SALARIES - January
14/01/2022	Pozitive Energy	DDR	19.34	Gas - Stonelow 7.12-12.12.21
14/01/2022	Pozitive Energy	DDR2	177.38	Gas - Gos Lodge 7.12-12.2.21
17/01/2022	NEDDC - WORKS UNIT	ddr6	484.00	Rates-Works Unit 21/22
17/01/2022	NEDDC Cemetery Lodge	ddr	686.00	Rates - Cemetery 21/22
18/01/2022	FuelGenie	ddr8	319.08	Fuel for Vehicles - December
20/01/2022	NEST	NEST	447.40	NEST Pension deductions
20/01/2022	Business Stream	ddr9	38.70	Water- Bowling 18.10.21-6.1.22
21/01/2022	British Gas Trading Ltd	ddr10	748.64	Gas-Civic Hall - December 21
21/01/2022	Spitfire Network Services Ltd	ddr11	39.60	Alarm line rental - Jan 22
21/01/2022	IRIS Payroll Solutions Ltd	ddr12	23.56	Auto enrolment package-Dec 21
24/01/2022	Post Office Ltd	ddr	4.496.08	PAYE - Jan 22 Tax & Ni
24/01/2022		ddr13	61.14	Water -C/A Sports 20 Oct-6 Jan
24/01/2022	Public Works Loan Board	ddr14	12.603.40	PWLB Loan repayment/interest
24/01/2022		ddr15	6.00	SIm card office mobile-Jan 22
24/01/2022	Personnel Advice & Solutions L	DDR	120.00	
25/01/2022	Water Plus	ddr5	32.24	Personnel Services January 22 Water -Works unit-30.10-9.1.22
25/01/2022	Goldstar Leisure Ltd	ddr	357.47	Hi Vis Jackets/Gloves
26/01/2022	IDMobile	ddr2	6.00	Sim card Office- Jan 22
26/01/2022	IDMobile	ddr3	6.00	Sim Card Office - Jan 22
26/01/2022	Business Stream	ddr4	963.28	Water -Cliffe Park 9.9-11.1.22
27/01/2022		ddr ddr	7.22	Gas - Works Unit-Dec
27/01/2022				British Gas Lite - DISPUTE
27/01/2022		DDRDISPUTE	476.92 258.17	British Gas Lite - DISPUTE British Gas Lite - DISPUTE
			256.17	BACS P/L Pymnt Page 2960
28/01/2022 28/01/2022	BACS P/L Pymnt Page 2960 Westfield Health Direct D	BACS Pymnt ddr6	8,656.83 47.10	Westfield dedcutions
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76,762.20 **Total Payments**

13:38

Dronfield Town Council BANK ACCOUNT-NO 1

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Cash Received between 01/01/2022 and 31/01/2022

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
26/01/2022	HMRC VAT Repayment	HMRC	HMRC VAT Repayment	42,716.48
13/01/2022	Sales Recpts Page 4908		Sales Recpts Page 4908	425.10
02/01/2022	Sales Recpts Page 4912		Sales Recpts Page 4912	50.50
03/01/2022	Sales Recpts Page 4913		Sales Recpts Page 4913	50.50
04/01/2022	Sales Recpts Page 4914		Sales Recpts Page 4914	341.70
04/01/2022	Sales Recpts Page 4915		Sales Recpts Page 4915	307.30
06/01/2022	Sales Recpts Page 4916		Sales Recpts Page 4916	50.50
10/01/2022	Sales Recpts Page 4917		Sales Recpts Page 4917	50.50
18/01/2022	Sales Recpts Page 4918		Sales Recpts Page 4918	1,158.83
24/01/2022	Sales Recpts Page 4919		Sales Recpts Page 4919	307.50
21/01/2022	Sales Recpts Page 4920		Sales Recpts Page 4920	50.50
24/01/2022	Sales Recpts Page 4921		Sales Recpts Page 4921	341.70
20/01/2022	Sales Recpts Page 4922		Sales Recpts Page 4922	50.50
19/01/2022	Sales Recpts Page 4923		Sales Recpts Page 4923	307.50
19/01/2022	Sales Recpts Page 4924		Sales Recpts Page 4924	89.60
25/01/2022	Sales Recpts Page 4926		Sales Recpts Page 4926	56.00
27/01/2022	Sales Recpts Page 4927		Sales Recpts Page 4927	100.80
25/01/2022	Sales Recpts Page 4928		Sales Recpts Page 4928	800.00
25/01/2022	Sales Recpts Page 4929		Sales Recpts Page 4929	101.00
24/01/2022	Sales Recpts Page 4930		Sales Recpts Page 4930	540.00
24/01/2022	Sales Recpts Page 4931		Sales Recpts Page 4931	341.70
27/01/2022	Sales Recpts Page 4932		Sales Recpts Page 4932	307.50
27/01/2022	Sales Recpts Page 4933		Sales Recpts Page 4933	50.50
28/01/2022	Sales Recpts Page 4934		Sales Recpts Page 4934	1,406.00
31/01/2022	Sales Recpts Page 4935		Sales Recpts Page 4935	3,390.00
13/01/2022	Sales Recpts Page 4938		Sales Recpts Page 4938	86.00
31/01/2022	Sales Recpts Page 4939		Sales Recpts Page 4939	487.00
			Total Receipts	53,965.21
			. otal recorpti	55,555.21

