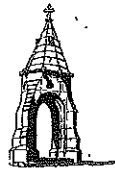


Dronfield Town Council

Locum Clerk to the Council:
Mr Andrew Tristram



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31 May 2016

To: The Chairman and Members of Dronfield Town Council

Dear Councillor,

You are summoned to attend the meeting of Dronfield Town Council to be held on

**MONDAY 6th JUNE 2016 AT 7.30pm IN THE
COUNCIL CHAMBER, CIVIC HALL, DRONFIELD**

Yours sincerely

Andrew Tristram
Locum Clerk to the Council

Please be aware that meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are:

1. Requested not to film the public seating area and to respect the wishes of members of the public who have come to speak at a meeting but do not wish to be filmed
2. Reminded that it is not permitted for oral commentary to be provided during a meeting. The Chairman may ask people to stop recording and leave the meeting if they act in a disruptive manner.

AGENDA

1. **Apologies**
To receive apologies and reasons for absence from the meeting.
2. **Declarations of Interest**
To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
To receive and approve request for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
3. **Public Speaking**
 - 3.1 **Planning Matters**
An opportunity for members of the public to raise any planning matter that members may be considering at the planning item of the following agenda.
 - 3.2 **General Matters**
A fifteen-minute session when members of the public and local residents can raise issues affecting the town. Any issues raised may be noted and a request by members for that matter to be placed on a future agenda for discussion and debate.
 - 3.3 **Police Matters**
If the Police Liaison Officer is in attendance they will be given the opportunity to raise any relevant matter.
4. **Council Minutes**
To receive and consider adopting as a true and accurate record, the draft Minutes of the Ordinary Meeting of the Council held on Tuesday 3rd May 2016 (Pages 127-136) and the Annual Meeting of Dronfield Town Council held on Monday 16th May 2016 (Pages 1 to 5)

Quality Service from a Quality Council



5. **Planning Matters**
- 5.1 **Planning Applications (Appendix 1)**
To consider the attached schedule of planning applications submitted by North East Derbyshire District Council for comment and discussion. Further details of any application can be found at: <http://planapps-online.ne-derbyshire.gov.uk/online-applications/> And then by inputting the application reference number.
- 5.2 **Planning Decisions (Appendix 2)**
To receive the attached schedule of planning decisions submitted by North East Derbyshire District Council for information.
6. **Youth Matters**
To consider any items raised by Councillors concerning Youth Matters.
7. **Outside Services Report (Appendix 3)**
To consider the written report submitted by the Outside Services Foreman
8. **Meeting Reports (Appendix 4)**
To receive the meeting reports on various matters:-
8.1 Gala Meeting held on 24 May 2016
8.2 Party in the Park meeting held on 24 May 2016
9. **Neighbourhood Plan**
To receive the meeting report of the Neighbourhood Planning Committee held on 19 May 2016 and consider the recommendations to produce a neighbourhood plan and appoint consultants.
10. **Locum Town Clerk's Report (Appendix 5)**
To consider the written report submitted by the Locum Town Clerk
11. **Annual Return and Accounts for the year ended 31st March 2016**
11.1 to receive the Financial Accounts and Balance Sheet for the year ended 31st March 2016 (Appendix 6)
11.2 to approve the Accounting Statements in the Annual Return for 2015/16 (Appendix 7)
11.3 to consider the Internal Auditor's report (Appendix 8)
11.4 to approve the Annual Governance Statement for 2015/16 (Appendix 9)
12. **Financial Report (Appendix 10)**
12.1 Schedule of Payments for April 2016
12.2 Schedule of Receipts for April 2016
12.3 Bank Reconciliation at 30th April 2016
12.4 Income and Expenditure to 30th April 2016
13. **Committees of the Council**
Council to consider membership of the Council's Committees (to follow)
14. **Derbyshire Association of Local Councils**
Council to note the following Circulars received from DALC (circulated):-
08-2016 Governance and Accountability – Locum Clerks – Neighbourhood Planning Champion – Local Council award Scheme – Section 137 / Power of General Competence – Tesco Bags of help – NALC Star Councils 2016 Awards – Sheepwatch UK – Arnold-Baker on Local Council Administration Tenth Edition – Certificate in Local Council administration Training Sessions
09-2016 Internal Auditor List – New Fin Regs 2016 – Transparency – Courses Grave Matters – managing cemeteries and closed church yards – Towards a Better Understanding of the planning process and the role of local councils.
15. **Exclusion of The Press And The Public**
To move the following resolution – 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. **Meeting Report**
To receive the minutes of the Personnel Advisory Committee held on 14th April 2016 and reconvened on 12 May 2016 and the meeting held on 1 June 2016. (to follow)
17. **Locum Town Clerk – Extension of Fixed Term Contract**
To consider three month extension to the fixed term contract which currently ends on 30th June.
18. **Staffing Matters**
To consider recommendations from the Personnel Advisory Committee.