**MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL**

**HELD AT CIVIC HALL, ON MONDAY 5th DECEMBER 2022**

# **Present:**Councillors S. Burkitt, A. Dale, L. Deighton, M. Hanrahan, M. Ireland, W. Jones, R. Spooner, R. Welton, P. Wright, P. Parkin. M. Foster, K. Tait and A. Powell.

**In Attendance:** J. Mitchell (Town Clerk) and M. Keys (Assistant Clerk), PC Matthews and three PCSOs plus three members of the public.

1. **Apologies**

Apologies were received from Councillors M. Emmens, A. Foster, R. Hall, V. Kirk. Councillor T. Collins and R. Gilmore were not in attendance.

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

There were no variations to the order of business.

1. **Declarations of Interest**

There were no declarations of interest.

1. **Public Speaking**

4.1 Planning Matters

None

4.2 General Matters

Two members of the public spoke about the bus shelters that had been vandalised on Gosforth Drive. One member of the public spoke about road safety issues around Stonelow Junior School at school drop off and pick-up times.

4.3 Police Matters

Members received a written and verbal report from the Police.

**191/22-23 RESOLVED**

To note the Police report.

1. **Council Minutes**

Members received and considered the Minutes of the Ordinary Meeting of the Council held on 7th November 2022.

**192/22-23 RESOLVED**

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

1. **Items for exclusion of public**

Agenda Item 13 – the meeting report and recommendations on various matters from the Personnel Advisory Committee was already identified on the agenda as requiring the exclusion of the public.

1. **Planning**

Cllr Mark Foster and Cllr Alan Powell abstained from voting on planning matters due to their seats on the District Council planning committee.

7.1 Planning Matters

**193/22-23 RESOLVED**

To write a letter of objection to planning application 22/01036/OL based on concerns over the effect on traffic around the Wreakes Lane area.

**194/22-23 RESOLVED**

To write a letter raising concerns regarding planning application 22/01068/FL based on the size of the development and proposed properties.

**195/22-23 RESOLVED**

The schedule of planning applications are noted.

7.2 Planning Decisions

**196/22-23 RESOLVED**

The schedule of planning decisions are noted.

1. **Outside Services Report**

Members were presented with the Outside Services Report.

The following tasks have been carried out during November 2022.

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. The play areas are also given a visual inspection and anything that requires attention is entered into the play area sheets on return to workshop.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday. The footpaths and roadways have been cleared form leaves; this task has been done once a week to keep the area clear of leaves.

Grass Cutting – All Dronfield Town Council land around the Town had its last cut at the beginning of the month, we attempted to cut all areas before the wet weather set in.

Cliffe Park Fascia’s – The soffits and fascia have been replaced on the changing rooms with new black facias boards.

Sindlefingen – The basketball court has been resurfaced. We have 20 trees that are to be planted around Sindlefingen Park, the trees will be planted Tuesday 29th and Wednesday 30th November.

Library Gardens – During the week while installing the Christmas lights at Library gardens, Procheck installed a new fuse board, the old one required upgrading and tested all cabling around the library garden area.

Remembrance Sunday – Outside Services staff set up the PA system and laid a covering over the grassed area for the Remembrance Sunday Service to take place.

Bus Shelters – Over the last month we have had some damage done to some more bus shelters. The new bus shelter installed on Gosforth Drive near the flyover had the remaining two glass panels smashed and the shelter opposite also had two panels of glass smashed. Outside Services had to remove all broken glass and save any beading for the replacement glass. In addition to this one of the bus shelters on Gosforth Lane had one panel smashed.

Isuzu 4x4 – The Isuzu was taken into the dealership for the electrics to be looked at as there was a fault, it was repaired and back on the road within 3 days.

Roller Shutter Doors – All roller shutter doors have been serviced.

Banners – Install banners around the town advertising the Christmas Light Switch-on.

Christmas Lights – Outside Services pulled in a new power cable at Library Gardens and attached to the existing wire which comes from the fuse board to the tree, where we have the electric feed for the lights. This was to give us some extra sockets for more lights being installed. Procheck then terminated both ends - new outlet in tree and other end into fuse board.

The icicles around Library gardens were installed. We had 8 new sets of icicles that were put up and replaced some of the old lights which were faulty.

The Christmas trees were picked on Monday 21st November, we had a 24ft tree for Library gardens, a 22ft tree for Sindelfingen and 8 x 12ft trees for other areas around the Town.

Whilst we had picked up all trees, we started to install the 12ft ones as we were waiting for a telehandler to help install the large trees which was arranged for the Tuesday and thanks to Joe Littlewood for arranging and helping with the telehandler to install both large trees. We continued to install the 12ft trees although the weather was awful with rain most of the week, Outside Services staff managed to get all the trees installed and decorated and ready for the Lights Switch-on. The 12ft trees this year had chestnut fencing erected around them.

The area in the Library Gardens was set up by Outside Services staff which included fencing off the area in front of the steps, erecting a gazebo and making a stage for the PA system, erecting lighting and seating for the band and set up the PA system. We also fenced off the parking spaces in front of the Civic Hall for the fair ground rides. Outside Services dropped of all the barriers and road closure signs for the High Street and erected a lighting tower at end of high street along with a generator to power the lights. Once the event was over at 8pm we then dissembled and packed everything away and picked up all fencing.

Tasks actioned around Dronfield

Notices installed onto lighting columns stating road closures for Remembrance Sunday.

Cutting back hedge at Hilltop play area.

Repair wooden fencing at Church Street car park as a car must have hit the fencing and dislodged some of it.

Fence of footpath at Dyche Lane and quote received for relaying path with tarmac.

Cut up old fitness equipment and weighed in for scrap.

Clearing up glass from shelters on Gosforth Drive and Gosforth Lane.

Removed graffiti from the benches and fencing at Dronfield Woodhouse play area.

Removed all 165 poppies from the lighting columns around the Town.

Play Areas

Birches Fold – installed the rolling barrel with new bushes and new bar.

Cliffe Park – the zipwire, basket swing and junior climbing frame is out of action due to requiring repairs by Creative play which are booked in for week commencing 5th December.

Hilltop – cut back all hedge to rear of play area.

Moonpenny Way - nothing to report

Sindelfingen Park - removed all the bollards from around inverted V equipment

Stonelow – site visit with Tom Burke to assess how to get new equipment into play area.

Lundy Rd – cut back protruding handle

Marsh Ave – new spring for gate has been installed

Cemetery Rd – nothing to report

Dronfield Woodhouse – repaired graffiti from the bench and fencing

Tennis courts

Dronfield Woodhouse

Coal Aston

Cliffe Park

Bowling Greens

Winter maintenance is being carried out.

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.

Cllr Tait enquired about whether signage had yet been put on the works vehicles.

**197/22-23 RESOLVED**

The Outside Services report is noted.

1. **Meeting Reports**

9.1 Budget Advisory Committee

Members received a copy of the minutes from the Budget Advisory Committee meeting held on 14th November 2022 and considered the recommendations to council.

**198/22-23 RESOLVED**

To increase the stationery budget to £5,000 and delegate the power to spend up to that budget to the Town Clerk in consultation with the Chair of the Budget Advisory Committee/Deputy Leader.

**199/22-23 RESOLVED**

To increase the ear-marked reserve for elections to £29,000 and take the increase from the rolling capital fund.

**200/22-23 RESOLVED**

To reduce the ear-marked reserve for CCTV to £10,000 and reallocate the remaining £40,000 with £5,000 to parks, £15,000 to tree maintenance and to create a new ear-marked reserve for replacement vehicles and allocate the remaining £20,000 - see appendix A for the proposed balances on each reserve category.

**201/22-23 RESOLVED**

To accept the proposal of the RFO that any cash taken at the office is then used to top up the petty cash balances and any surplus cash will then be banked.

**202/22-23 RESOLVED**

To close two dormant bank accounts and transfer the balances into the current account and then into the CCLA Fund.

**203/22-23 RESOLVED**

To note the minutes of the Budget Advisory Committee Meeting held on 14th November 2022.

9.2 Environmental Advisory Committee

Members received a copy of the minutes from the Environmental Advisory Committee meeting held on 14th November 2022 and considered the recommendations to council.

**204/22-23 RESOLVED**

To send a letter to the headteachers of all the infant, junior and primary schools within Dronfield, seeking their voluntary participation in the extension of the No Idle Zone scheme.

**205/22-23 RESOLVED**

To accept the quote of £1,480 for the planting and maintaining of the Wildflower Meadows in Sindelfingen Park.

**206/22-23 RESOLVED**

To note the minutes of the Environmental Advisory Committee Meeting held on 14th November 2022.

9.3 Road Safety Advisory Committee

Members received a copy of the minutes from the Road Safety Advisory Committee meeting held on 21st November 2022 and considered the recommendations to council.

**207/22-23 RESOLVED**

To accept the adjusted quote of £7,306.25 for the Speed Indicator Devices.

**208/22-23 RESOLVED**

To note the minutes of the Road Safety Advisory Committee Meeting held on 21st November 2022.

9.4 Properties Advisory Committee

Members received a copy of the minutes from the Properties Advisory Committee meeting held on 21st November 2022 and considered the recommendations to council.

**209/22-23 RESOLVED**

To accept the quote of £400 to install a CCTV monitor within the office.

**210/22-23 RESOLVED**

To accept the quote of £55 to purchase a microwave for the office.

**211/22-23 RESOLVED**

To go ahead with the quote of £17.50 per shelter for an enhanced clean, once a year and £10.00 per shelter for a standard clean on a quarterly basis for the remainder of the year.

**212/22-23 RESOLVED**

To note the minutes of the Properties Advisory Committee Meeting held on 21st November 2022.

9.5 Events Advisory Committee

Members received a copy of the minutes from the Events Advisory Committee meeting held on 22nd November 2022 and considered the recommendations to council.

The Events Committee thanked all office staff and Outside Services for their hard work at the Christmas Event.

**213/22-23 RESOLVED**

To defer the decision to approve a budget of £500 for the Kings Coronation events, to the next Budget Advisory Committee Meeting.

**214/22-23 RESOLVED**

To defer the decision to keep a separate budget for each event and request the following budgets in 2023/2024; Christmas – £6,000, Gala – £6,000, Remembrance Sunday – £1,000, Coronation - £500, to the next Budget Advisory Committee Meeting.

**215/22-23 RESOLVED**

To book the Unicorn pony rides which will cost £3 per ride and contact Dronfield Music Tuition about providing the live music again for a cost of £600.

**216/22-23 RESOLVED**

To note the minutes of the Events Advisory Committee Meeting held on 22nd November 2022.

9.6 Parks and Rec Advisory Committee

Members received a copy of the minutes from the Parks and Rec Advisory Committee meeting held on 2nd December 2022 and considered the recommendations to council.

Cllr M. Foster thanked Cllr K. Tait and the staff for the work they had put in on the SPF application and presentation.

Cllr M. Foster thanked Cllr A. Dale for his support of the SPF application as Leader of North East Derbyshire District Council.

**217/22-23 RESOLVED**

That the winning design of Stonelow Play Area Competition be made into two signs – one for each entrance into Stonelow Park.

**218/22-23 RESOLVED**

To award the tender for the refurbishment of Sindelfingen Park to Kompan, due to them receiving the highest percentage score, subject to receiving the SPF funding.

**219/22-23 RESOLVED**

To note the minutes of the Parks & Recreation Advisory Committee Meeting held on 2nd December 2022.

1. **Town Clerks Report**

Members considered the written report submitted by the Town Clerk.

**Items for Decision**

Sindelfingen Anniversary Visit 9th to 11th December 2022 – to confirm which councillor will be attending Sindelfingen to represent the Town Council at the anniversary event.

**Items for Information**

**DCC** - Emergency Road closure and suspension of one-way order - Brown Lane, Coal Aston, 28th November 2022 to 7th December 2022 to facilitate urgent retaining wall repair works (sent electronically)

**Dronfield Town Twinning Federation** – report to Dronfield Town Council.

**Correspondence Received**

**NEDDC** - tickets are still available for the Chair’s Charity Christmas 70’s Themed Disco on Friday 2nd December 2022.

**Derbyshire Fire & Rescue Service Our Plan 2023-2026 and Budget 2023-2026 Consultation -** This consultation runs for six weeks from Friday 2 December 2022 until Friday 13 January 2023 and can be accessed by visiting the website address below;

<https://www.derbys-fire.gov.uk/community/have-your-say/consultations>

**DALC** – December Newsletter

**220/22-23 RESOLVED**

That Cllr William Jones and consort will attend Sindelfingen to represent the Town Council at the anniversary event.

**221/22-23 RESOLVED**

That the Town Clerks report is noted.

1. **Financial Reports**

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

**222/22-23 RESOLVED**

That payments of £62,719.01 for October 2022 are approved.

**223/22-23 RESOLVED**

To note the schedule of receipts for October 2022.

**224/22-23 RESOLVED**

To note the bank reconciliations for the period ending October 2022.

**225/22-23 RESOLVED**

To note the income and expenditure for the period October 2022.

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

**226/22-23 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.

1. **Meeting Report**

Members received a copy of the minutes from the Personnel Advisory Committee Meeting held on 5th December 2022.

**227/22-23 RESOLVED**

To approve the recommendations to council on various matters from the Personnel Advisory Committee Meeting held on 5th December 2022 as detailed in the minutes.

**228/22-23 RESOLVED**

To note the minutes of the Personnel Advisory Committee Meeting held on 5th December 2022.

Meeting closed at 8:45pm

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

DRONFIELD TOWN COUNCIL - PLANNING APPLICATIONS

**SUBMITTED TO COUNCIL ON MONDAY 5th DECEMBER 2022**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Reference** | **Applicant** | **Location** | **Details** |
| **1** | **22/00897/FLH** | Callum Guest | 54 Derwent Close Dronfield S18 2FQ | Construction of two storey side extension (Amended Plans) |
| **2** | **22/00970/RM** | Mr and Mrs Marshall | 85 Northern Common Dronfield Woodhouse Dronfield S18 8XJ | Section 73 Application to remove condition 3 (permitted development rights for extensions, outbuildings and means of enclosure which would otherwise not require planning permission) pursuant to application 19/00679/FL |
| **3** | **22/01021/FLH** | Ms E Cooke | 7 Fletcher Avenue Dronfield S18 1RW | Proposed single storey rear extension and single storey front extension. |
| **4** | **22/01025/TPO** | Mr Kevin Bonsall | 17 Langdale Drive Dronfield S18 2FS | Application to reduce crown to 1no Sycamore tree within TPO 98(G1) |
| **5** | **22/01026/TPO** | Mr Paul Lucas | 19 Langdale Drive Dronfield S18 2FS | Application to prune 2no Sycamore tree T1 and T2 within TPO 98(G1) |
| **6** | **22/01036/OL** | Mr Keith Nutter | Trent Titanium Ltd Wreakes Lane Dronfield S18 1LY | Application for the proposed demolition of existing buildings and erection of a Class E foodstore together with car parking, access, servicing, and other associated works (Major Development) |
| **7** | **22/01144/FLH** | Mr And Mrs Bond | 163 Longcroft Road Dronfield Woodhouse Dronfield S18 8XW | Erection of single storey rear extension, cladding alterations to front, rear dormers and new windows |
| **8** | **22/01151/FLH** | Kerry Appleyard | 22 Holmley Lane Dronfield S18 2HR | Application for first floor extension with pitched roof (resubmission plans of 22/00878/FLH) |
| **9** | **22/01058/DISCON** | Miss Cate Harris | Land To The East Of 25 Beechwood Road Dronfield | Discharge of Condition No. 5 (tree replacement scheme) pursuant of 22/00388/TPO. |
| **10** | **22/01059/FL** | Mr Luke Denton | 2 - 4 Summerwood Lane Dronfield S18 1PB | Application for construction of 2 storey 5 bed dwelling with associated parking and landscaping |
| **11** | **22/01062/FLH** | Mr Christopher Naylor | 29 Falcon Road Dronfield S18 2ED | Two storey Side extension. |
| **12** | **22/01063/FLHPD** | Mr Ben Cantrell | 116 Stonelow Road Dronfield S18 2EP | Application under the Neighbour Notification Scheme for Single storey Rear extension. |
| **13** | **22/01068/FL** | Mr Abul Khayere | 135 Cemetery Road Dronfield S18 1XX | Application for the demolition of former public house and erection of two detached dwellings. (Public Right of Way) |
| **14** | **22/01069/FL** | Mr M Darl | 26 Chesterfield Road Dronfield S18 2XB | Application to replace Existing Rear Store and New Shop Front (Conservation Area) |
| **15** | **22/01072/FLH** | Taylor-Cook | 58 Green Lane Dronfield S18 2LN | Application to demolish conservatory and replace with a part single storey and part two storey rear extension, addition of new porch, alteration of fenestration and external landscaping works to boundary |
| **16** | **22/01086/FLH** | Mr Hague | 11 Holmley Bank Dronfield S18 2HP | Application for ground floor extension to rear of7house in place of existing conservatory |
| **17** | **22/01092/TPO** | Mr. R. Burgin | 22 Gardom Close Dronfield Woodhouse Dronfield S18 8ZH | Application to fell 1 No. Elm Tree (T4) covered by NEDDC Tree Preservation Order 103 PT 3 |
| **18** | **22/01095/FLH** | Mr Stephen Aldersley | 52 Gomersal Lane Dronfield S18 1RU | Proposed garage to front of property |
| **19** | **22/01101/AD** | Mr M Darl | 26 Chesterfield Road Dronfield S18 2XB | Application for advertisement consent for shop name above shop front (Conservation Area) |

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