

Dronfield Town Council

Town Clerk:
Joanne Mitchell



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6th May 2025

To: The Chair and Members of Dronfield Town Council

Dear Councillor,

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

MONDAY 12th MAY 2025 AT 7.30pm
IN GOSFORTH LODGE, CLIFFE PARK, DRONFIELD

Yours sincerely

J Mitchell

Joanne Mitchell
Town Clerk

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. **To elect a Chair/Mayor**
Appointment of a Chair/Mayor and acceptance of office
2. **To elect a Deputy Chair/Town Mayor**
Appointment of a Deputy Chair/Mayor and acceptance of office
3. **Apologies**
To receive apologies and reasons for absence from the meeting.
4. **To consider a variation of order of business**
To consider request to change the order of the items on the agenda.
5. **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.
6. **Public Speaking**
The period of time designated for public participation at a meeting shall not exceed fifteen minutes as per Standing Order 3(f). A member of the public shall not speak for more than three minutes as per Standing Order 3(g). In accordance with Standing Order 3(e) a question shall not require a response at the meeting nor start a debate on the question.
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.

6.1 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.

6.2 General Matters

An opportunity for members of the public to raise any matters relating to the town.

6.3 Police Matters

If a Police Officer is in attendance they will be given the opportunity to raise any relevant matters.

- 7. 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 7th April 2025 (Pages 1196 – 1211)
- 8. Items for exclusion of public**
To determine what items on the agenda, if any, should be taken with public excluded.
- 9. Planning Matters**
 - 9.1 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.
 - 9.2 Planning Decisions (Appendix 2)**
To receive the attached schedule of planning decisions submitted by North East Derbyshire District Council for information.
- 10. Chair/Mayor Role & Responsibilities**
To review the role and responsibilities of the Chair/Mayor within the Town Council.
- 11. Meeting Reports (Appendix 4)**
To receive the meeting reports and recommendations on various matters:-
 - 11.1 Events Advisory Committee held on 29th April 2025
 - 11.2 Properties Advisory Committee held on 7th May 2025 – to follow
- 12. Appointment of members to advisory committees**
To consider any amendments to the membership of the Council's advisory committees
- 13. Representatives on outside bodies**
To consider any amendments to the council representatives on outside bodies.
- 14. Formation of Working Groups**
To discuss the creation of two working groups to deal with matters relating to the Local Plan & Neighbourhood Plan review and the impact of Local Government Reorganisation and nominate councillors for each working group.
- 15. Dates of meetings for 2025 – 2026**
To confirm the dates for the forthcoming Council meetings.
- 16. Scheme of Delegation**
To review and confirm the proposed scheme of delegation.
- 17. Standing Orders**
To review and confirm the Standing Orders for the Town Council.
- 18. Financial Regulations**
To review and adopt the Financial Regulations for the Town Council.
- 19. Appointment of bank signatories**
To review the members appointed as bank signatories.
- 20. Outside Services Report (Appendix 3)**
To consider the written report submitted by the Outside Services Team Leader.
- 21. Town Clerk's Report (Appendix 5)**
To consider the written report submitted by the Town Clerk.
- 22. Financial Reports (Appendix 6)**
 - 22.1 Schedule of Payments including BACS breakdown for March 2025.
 - 22.2 Schedule of Receipts for March 2025.
 - 22.3 Income and Expenditure to 31st March 2025.
 - 22.4 Bank Reconciliation as of 31st March 2025.
- 23. 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.