

Minutes of the Meeting of the Properties Advisory Committee
Held in the Council Chamber, Civic Hall on 21st July 2023

Present: Cllr G. Baxter, Cllr S. Burkitt, Cllr M. Foster, Cllr A. Dale (Chair) and Cllr P. Jones

In attendance: J. Mitchell (Town Clerk) M. Keys (Assistant Clerk)

1. Apologies

There were no apologies.

2. Declaration of Interests

Cllr M. Foster declared an interest in Item 6 as a member of the Leabrook Valley Volunteers Management Committee.

3. To approve the minutes of the last meeting

It was RESOLVED to approve the minutes of the meeting held on 22nd June 2023 as a true and accurate record of the meeting.

4. Items for exclusion of the public

No other items required the exclusion of the public, other than those already identified on the agenda.

5. Coal Aston Football Pitch

Members reviewed the requirements and actions for the Coal Aston football pitch drainage grant from the FA.

It was RESOLVED to obtain quotes for a feasibility study and specification of works and for the creation of plans/drawings/specifications and schedule of work which are required to apply for the FA funding.

6. Leabrook Valley Volunteers

Members reviewed a request from Leabrook Valley Volunteers, for materials required for repairs to an existing pathway behind Dronfield Junior School.

Cllr M. Foster abstained from the discussion and voting on this item.

It was RESOLVED to recommend to council to pay for half funding of the drainage and aggregate materials to repair the footpath, with Councillor Alex Dale offering to pay for the other half with grant funding from Derbyshire County Council.

7. Tree requests

Members reviewed a resident request for a reduction of a tree at Dronfield Woodhouse Recreation ground and reviewed a resident request to fell some trees on Birches Lane, Coal Aston.

It was RESOLVED to defer both requests until the September Properties Committee meeting and for Cllr M Foster to visit the site at Birches Lane and for Cllr A Dale to visit the site at Dronfield Woodhouse.

8. Conditions of Letting

Members reviewed the Conditions of Letting for the Civic Hall and Gosforth Lodge.

It was RESOLVED to approve the updated Conditions of Letting for the Civic Hall.

It was RESOLVED to approve the updated Conditions of Letting for Gosforth Lodge pending the removal of the deposit section and clarification of the weight limit of the seating.

9. Civic Hall Bookings 2024

Members received an update regarding the booking enquiries received for 2024.

It was RESOLVED to prioritise booking enquiries from Dronfield residents if there were any clashes in dates.

10. Review of fees

Members reviewed the fees for the hire of the Civic Hall, Gosforth Lodge, football and cricket pitches.

It was RESOLVED to defer the review of fees until the September Properties Committee meeting.

11. Stage Lift

Members reviewed the required maintenance for the stage lift.

It was RESOLVED to obtain a quote for the new load and safety nut from the contracted lift maintenance company.

12. Cliffe Park Fencing

Members reviewed the quotes to replace the fencing along the front of Cliffe Park.

It was RESOLVED to obtain comparison quotes for 4ft fencing for the next Properties Committee meeting along with clarification of the type of wood used, treatment used and if post protection is installed at the base.

13. Policy Reviews

Members reviewed the Child Protection & Vulnerable Adult Policy and the Vehicle Reversing Policy.

It was RESOLVED to recommend to council to adopt the Safeguarding Adults, Children and Young People Policy.

It was RESOLVED cross check the Vehicle Reversing Policy against the NEDDC reversing policy and identify any differences and bring back to the next Properties committee meeting.

14. Exclusion of the Press and Public

To resolve that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 section 1 paragraph 2 & the Local Government (Access to Information) Act (due to the sensitive commercial nature of the issues being discussed.)

15. Dronfield Woodhouse Sports and Social Club (DWSSC)

Cllr Dale gave feedback on the meeting held with representatives of DWSSC.

It was RESOLVED to send a reminder to DWSSC of the submission deadline for the required information for the Great Fire of Dronfield.

It was RESOLVED to recommend to council to delegate the decision regarding the Great Fire Of Dronfield to the Town Clerk in consultation with the Chair of the Properties Advisory Committee and Leader of the Council.

It was RESOLVED to gain legal advice.

16. Stonelow Licence Agreement

Members reviewed the Licence Agreements for the use of the bottom pitch at Stonelow and the feedback received from both clubs.

It was RESOLVED to allow the license for Coal Aston Cricket Club to start from the 2nd weekend in April and run until 2nd weekend in September.

It was RESOLVED to make the license applicable for a seven day period for Coal Aston Cricket Club, during their license period.

It was RESOLVED to permit Coal Aston Cricket Club to manage bookings for the Sunday cricket teams that play, but to also include a clause that reserves the right for the Town Council to let the pitch to other teams when required.

It was RESOLVED to grant a five year license to both the Coal Aston Cricket Club and Dronfield Town Football Club, with an annual review.

It was RESOLVED to make it clear in both licenses that grounds maintenance is to be carried out on the whole area, during the respective licence periods and not just the pitches.

It was RESOLVED to that each club is provide access for the other to maintain pitches, if required.

It was RESOLVED to grant the license to the Dronfield Town Football Club on the basis that no training or matches take place on the bottom pitch outside their license period.

It was RESOLVED to update the license agreements with the amendments outlined above.

It was RESOLVED to invite representatives from Coal Aston Cricket Club and Dronfield Town Football Club to the September Properties meeting to sign the License Agreements.

17. Date of next meeting

It was RESOLVED that the date of the next Properties Advisory Committee meeting be Thursday 14th September at 10:30am.

Meeting closed at 13:58pm