

MEETING OF: FINANCE AND AUDIT COMMITTEE

DATE: MONDAY 6 SEPTEMBER 2010

PRESENT: Chair: Cllr I Milne
Cllrs: B Hopkinson, S Flitter, G Stevens
Amanda Wilson – Finance Officer

APOLOGIES: Cllr B Tipping (another meeting)

VARIATION OF ORDER OF BUSINESS: None

DECLARATIONS OF INTEREST: None

PUBLIC SPEAKING: None

REPRESENTATION OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST: None

ITEMS DISCUSSED:

MINUTES OF THE LAST MEETING

To approve the minutes of the meeting of the Finance and Audit Committee held on Monday 5 July 2010.

The Chair to sign the minutes of the last meeting

Resolved: to approve the minutes of the meeting of the Finance and Audit Committee meeting held on Monday 2 August 2010

REVIEW OF INVOICES DUE FOR PAYMENT

To be checked against minute number and budget code

Resolved: to accept the invoices due for payment but the amount on the bottom of the 'To Be Paid' section should add up to £3215.55 and not £646.22

REVIEW OF BANK RECONCILIATION REPORT

Resolved: to defer to next meeting

REVIEW OF MONTHLY ACCOUNTS AGAINST BUDGET

To monitor the accounts monthly by means of the flexed budget report

Resolved: that due to the combination of the workings of two accounts system and the VAT the bank reconciliation report does reconcile, a list to be provided for Cllr Milne of the VAT breakdown

THE BUDGET

Discussion as to the way forward

Resolved: for Cllr Milne, Sue and Milly to device a budget plan for next year to be brought to a full council meeting

ACTION BY:

RECOMMENDATIONS TO COUNCIL:

To approve the recommendations as set out above

MEETING OPENED: 6.00pm MEETING CLOSED: 6.27pm

DATE OF NEXT MEETING: Monday 4 October 2010



Denefields Volunteer Rangers

Quarter 1 SLA Report

April – June 2010



Denefields Overview

The project continues to be delivered by Project Officer, Karen Camara.

Volunteer Ranger Activities

Weekly Volunteer Ranger activities have been delivered on the site every Thursday morning. The volunteers have helped with the maintenance and improvement of the site. Activities have included, installing a new bench adjacent to the steps, weekly litter picking, vegetation management, weeding steps, replacing the cob bench with an oak bench, weeding areas or reseeding in the meadow, managing the pond / bug hunt area, preparing for events.

Awards 4 All - Events

The Project Officer has been delivering the Awards for All Grant and has run the following events:

- Introduction to creating living willow sculpture – the participants created a willow dome by the pond and archway in the pond area – 9 people attended
- 2 x training session on traditional hurdle making – the participants created edging for the pond path – 11 people attended
- Introduction to pole lathing – 5 people attended
- Pond dip and Mini beast hunt for 22 children and 4 staff from St Josephs School, with trainers from Nottinghamshire and Derbyshire Entomological Society

Publicity has been sent out for a series of school holiday events for all ages including:

- Pond dip and mini beast hunt with face painting – free bug viewer to take home
- Evening moth trapping event with book to take home (this event has now been delivered and over 20 species of moth recorded, this data was sent to national moth survey – 13 people attended this event)
- Bird and bat box making work shop

These events are now fully booked

Events planned for end of summer/autumn are:

- Bulb planting with class from St Josephs school
- Bulb planting with children's group from Hurst Farm
- Litter pick with children's group from Hurst Farm
-

Meadow Restoration

A volunteer Botanist has resurveyed the meadow and has found an increase in species diversity and the amount of certain species. This has indicated that the restoration and cutting regime are being successful in helping to restore species diversity. The diversity of the meadow should continue to show improvement if correctly managed over the next 2-3 years. A contractor is being sought to cut the meadow in the last two weeks of September, cutting at this time of year will reduce the impact on wildlife.

Interpretation Panel

The Project Officer has overseen the erection of a stone plinth and installation of an interpretation panel on the site. The position of the plinth was approved by DDC. This was completed and unveiled however it has been vandalised with a couple of stones kicked off the top level. This has now been repaired by the contractor free of charge and he is confident the repair will stop repeated damage. The panel has information about Denefields, special features of the site and some of the wildflowers found on the site.

Matlock in Bloom

The Project Officer has provided photographs to Millie for use in the Matlock in Bloom Portfolio.

FUNDINGCircular Path

Groundwork's landscape team have drawn up a specification and costing for a circular path around Bachelors meadow. This will enable people to walk safely round the site and access the pond. The Project Officer has submitted a funding bid to The Big Lottery Community Wildlife Fund for £10,000 to fund the first phase of the path. This will be a 'Bug Trail' and have 2 interpretation panels with information about insects/invertebrates which are found in the different habitats on the site. This is aimed at increasing local peoples understanding and appreciation of wildlife and the site, it will also provide an additional educational resource for groups visiting the site. The path will allowed increased recreation use of the site. The Project Officer will seek the remaining funding from grants, to finish the circular path in a further 1-2 phases. It is proposed the volunteers will help with some of the installation work.

Ecominds Bid Update

The Project Officer submitted a bid to Ecominds to pay for work to engage adults with mental health issues. The closing date for this bid was the end of April 2010, we have been informed a response will be given in the next 6 months. The bid was originally for £3000 a year for the next three years for additional work on the Denefields Project. Ecominds have contacted Groundwork to discuss the bid and inform them that it would need to be delivered in 2 years, so it will be approximately £4500 per year for 2 years, this is yet to be clarified. Groundwork has not been informed if this bid has been successful.

Arts Council Funding

The Project Officer has been looking into funding from the Arts Council, for arts workshops and possible art installations on the site.

Summary Statistics 09/10

Total No. of voluntary participants	13
Total no. of training days provided (6hrs per day)	19.5
Total no. of volunteer days contributed by adult volunteers (6hrs per day)	32.5
Total no of activities delivered (volunteer sessions + events)	15

Regular Volunteers Information Quarter 1

(where information available)

Male volunteers	8
Female Volunteers	5
Unemployed	5
Employed	1
Retired	7
Students	0
Registered Disabled / Health problem	4
Aged 18-25	0
Aged 26-40	4
Aged 41-65	9

COSTS AND SPECIFICATIONS OF 'BUG' TRAIL SUPPLIED SEPARATELY

MATLOCK TOWN CENTRE SUPPLEMENTARY PLANNING DOCUMENT

CONSULTANT'S REPORT SUPPLIED SEPARATELY

SUGGESTIONS FOR A NEW COMMUNITY GRANT SCHEME

Community Fund guidelines: proposals

Organisations must be community based groups run by and for local people and have direct impact on local community, including sporting and health or life enhancing groups.

Grants to help with running costs, equipment, start-up costs

Grants can be between £200 and £500 in any one year. They will be based upon the financial viability and needs of the requesting organisation.

Grants will not be available if the requesting organisation duplicates existing services, or if an individual resident is the sole beneficiary.

There must be a demonstrable need for the grant, supported by the previous year's accounts, if relevant.

Applicants must submit an end of year or end of project report.

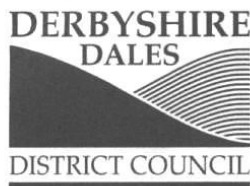
Ian Milne
20 July 2010

Extract from F & A meeting notes of 2 August 2010

COMMUNITY GRANTS

Review of the existing Community Grants scheme – documents previously supplied.

Resolved: that the Clerk produce new Community Grant forms, for submission to Council in September using the suggestions supplied by Cllr Milne but replacing help with running costs, with help with events and asking for an end of year report instead of receipts.

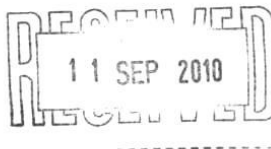


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planning@derbyshiredales.gov.uk

8th September 2010

Mrs S. Smith
Clerk to Matlock Town Council
Imperial Rooms
Imperial Road,
MATLOCK,
Derbyshire
DE4 3NL



Dear Mrs S. Smith,

LUMSDALE DRAFT CONSERVATION AREA APPRAISAL

A Draft Appraisal has been produced for Lumsdale Conservation Area. This document explores the origins and development of Lumsdale including the architectural and historic quality of the villages; the setting of the area; the landscape; the character of the buildings and their relationship with the associated spaces; the neutral and negative factors which impact on the area and finally makes recommendations for amendments to the boundary. Owners of land and buildings affected by the proposed alterations to the boundary of Lumsdale Conservation Area are being notified in writing of the proposed changes.

Derbyshire Dales District Council is also providing the opportunity for the Town Council, ward members, residents and the County Council to comment on the Draft Conservation Area Appraisal. A copy of the document (on disk) is enclosed with this letter. A six-week period of consultation begins on Thursday 9th September 2010 and ends on Thursday 21st October 2010 and representations are invited on this and the proposed revisions to the boundary.

Further copies of the Draft Lumsdale Conservation Area Appraisal and the changes to the boundary can be viewed at Planning & Development Services Reception, Town Hall, Bank Road, Matlock (Monday to Friday between 9.00am and 5.00pm). The document can also be accessed via the District Council web-site at www.derbyshiredales.gov.uk/planning/conservation/conservation_areas/lumsdale. Written representations in relation to the Draft Appraisal and to the proposed boundary changes should be submitted to Planning & Development Services, Town Hall, Bank Road, Matlock, Derbyshire DE4 3NN, by no later than 5.00pm on Thursday 21st October 2009.

cont'd.....

Dave Brooks BSc (Eng), MSc (EconDev), C.Eng, MICE, MCMI, MIED,
Head of Planning and Development Services
Town Hall, MATLOCK, Derbyshire. DE4 3NN
For general enquiries telephone 01629 761100 or visit www.derbyshiredales.gov.uk

Information communicated to the District Council may be disclosed to the public under the Freedom of Information Act 2000

2.
08.09.10
Mrs S. Smith

In addition, Conservation Officers will be available on **Wednesday 22nd September 2010** between 3.00pm and 8.00pm in the Committee Room, Town Hall, Bank Road, Matlock for advice or for further discussion on the Draft Appraisal and the proposed changes to the boundary.

I have included a poster advertising this consultation and I would be grateful if you would include this on your Notice Board.

Yours sincerely,

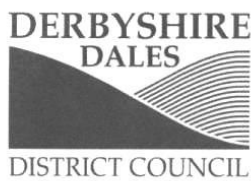


P.L. Wilson
Head of Planning Services

Enc.

Dave Brooks BSc (Eng), MSc (EconDev), C.Eng, MICE, MCMI, MIED,
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Mrs S Smith

Mrs S Smith
Clerk to Matlock Town Council
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My Ref. PDS/MB/HG/G/4(c)
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6 September 2010

Dear Mrs Smith,

On-going Review of Public Conveniences – Proposals for Matlock

I refer to my letter of 22 April 2010 regarding the above and to the subsequent attendance by myself and Peter Foley at the Imperial Rooms to discuss the matter with representatives of the Town Council.

The views of your Members on the outline proposals for a new public convenience in Matlock Town Centre were very helpful. We have now been able to consider these further and have arrived at a revised scheme. For your information, the revised internal layout is also being proposed for the new facility in Ashbourne. The revised scheme is described on the attached drawing. The main changes when compared to the outline proposals are: -

- Slightly smaller building/floor plan to reduce costs. (Now estimated as being in the order of £200,000).
- Omission of turnstiles for charging. (Charging not now to be recommended to our Members).

Ideally we would wish to see works start on the new facility before the end of the year as this would mean the main disruption to the area was during the winter months. However, this is a very tight programme. Accordingly, it is intended that a Planning Application will now be submitted for the scheme as described on the attached plan. This will of course give your Council and the public at large the opportunity to comment on these proposals as part of the formal planning process.

Continued...

Dave Brooks BSc (Eng), MSc (EconDev), C.Eng, MICE, MCMI, MIED,
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Continued...

We are likely to have to provide some compensation volume for flood storage capacity lost as a result of the new building when compared to the existing. This will need to be discussed further with the Environment Agency but we consider it likely that this can be achieved by the slight regrading of a small section of the grassed area between Broad Walk and the riverbank. This would be included in the details submitted with the Planning Application.

As indicated in my letter of 22 April 2010, whilst I am dealing with the provision of the new facilities, Peter Foley, Director of Community Services, is dealing with the overall Review. The current thoughts on the future of the other Public Conveniences in and near to the town centre remain as discussed at the subsequent meeting with your Council. The two issues are of course closely related, as we do need to make savings in the service to enable us to borrow the capital that will finance the new facilities and to reduce our overall revenue costs. Peter will be reporting to Committee at some future stage on the overall Review and will no doubt let you know of the outcome.

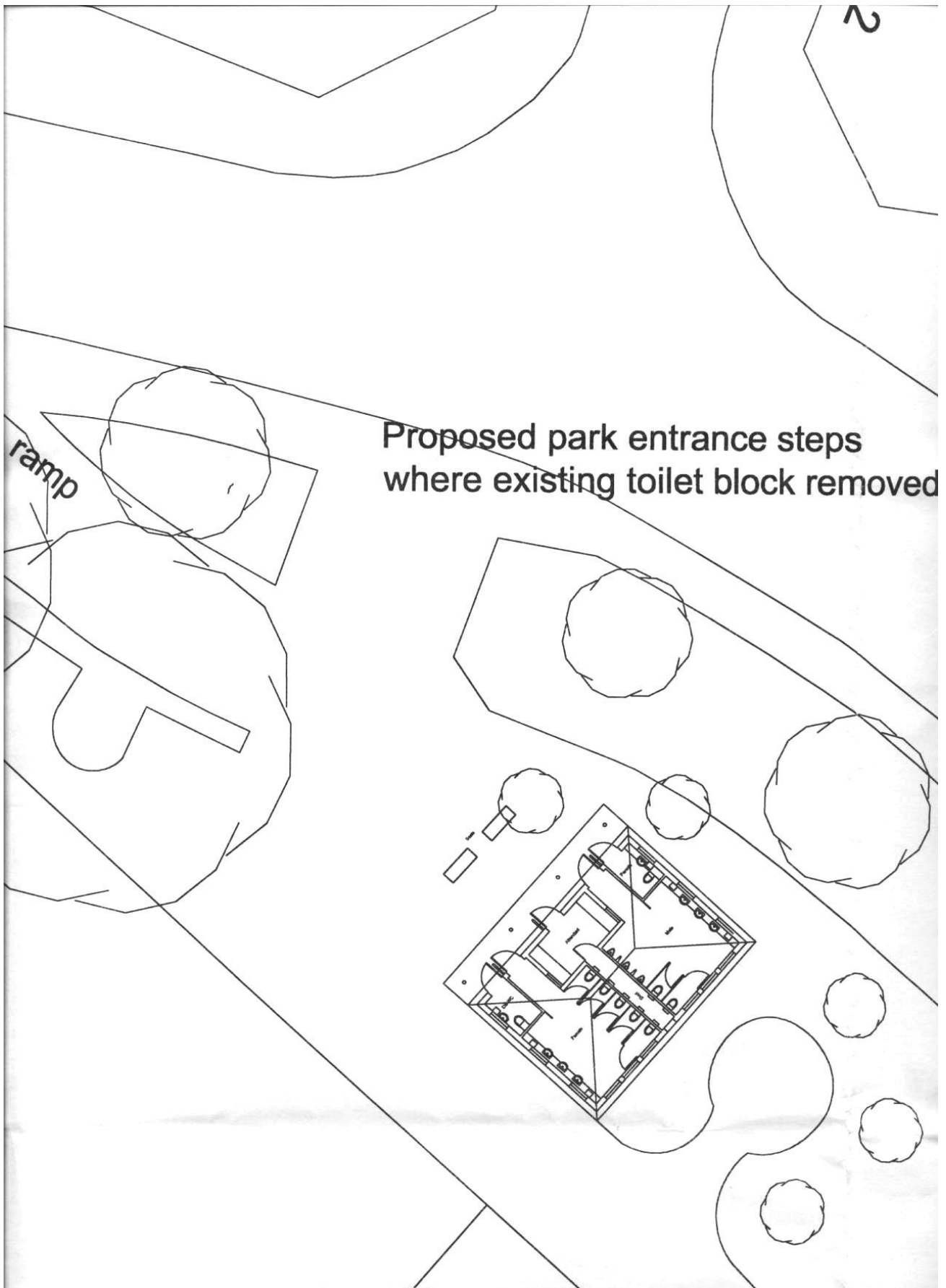
I thank you for your time and hope the above is of interest and assistance.

Yours sincerely



Dave Brooks
Director of Planning and Development Services

Copy to: Matlock All Saints and Matlock St Giles & Tansley Ward Members
Peter Foley, Director of Community Services



Proposed park entrance steps
where existing toilet block removed