

PLANNING MATTERS for meeting before 7 June 2010

PLANNING APPLICATIONS RECEIVED: 13.05.10

NO:	APPLICATION NO:	DESCRIPTION AND DETAILS	COMMENTS:
01	PLS/SJG/G/4/Avii	Pruning of trees at 115 Chesterfield Road for Mr Clive McIntyre	No comments received
02	PLS/SJG/G/4/Avii	Felling of a Corsican Pine at 115 Chesterfield Road for Mr Clive McIntyre	No comments received
03	10/00244/FUL	Replacement of casement UPVC windows with UPVC sliding sash windows – Mr Tim Nabarro – 55 Wellington Street Matlock	No comments received
04	10/00310/FUL	Erection of detached garage/store – Mr D Webster & Miss S Else – 6 Malpas Road Matlock	No comments received

MEETING OF: FINANCE AND AUDIT COMMITTEE

DATE: MONDAY 7 JUNE 2010

PRESENT: Chair: duly elected Cllr I Milne
Cllrs: G Stevens, S Flitter, B Tipping, B Hopkinson

APOLOGIES: Cllr D Barker (prior commitment)

VARIATION OF ORDER OF BUSINESS: None

DECLARATIONS OF INTEREST: None

PUBLIC SPEAKING: None

REPRESENTATIONS 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 1 March 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 held on Monday 1 March 2010

Work in Progress

The Clerk will respond to requests from Councillors for information on work in progress

There needs to be a review of the internal audit action plan. Cllr Barker has carried out the monthly audit as required but there appears to be an overlap of procedures from time to time.

REVIEW OF BALANCES AND RESERVES – appendix 1

See revised appendix 1

SUGGESTED DELEGATION OF DUTIES TO THE FINANCE AND AUDIT COMMITTEE – Cllr I Milne

Resolved: to ask Council for delegated powers for parts of the finance procedures that do not require full council's approval.

- Invoice and salary payments: review at F&A approval at full Council
- Bank Reconciliation reports: review at F & A monthly, submit quarterly reports to full Council
- Balance Sheets: review at both F & A and Council

BUDGET MANAGEMENT

Review of the new Scribe flexed budget document. - Noted

ACTION BY:

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Item for
future
agenda

Council
agenda item

FUTURE MEETING DATES

F & A meetings will continue to be held at 6pm on the first Monday of each calendar month prior to full Council meetings (none in December 2010, January and May 2011). Additional meetings will be arranged as and when required.

RECOMMENDATIONS TO COUNCIL:

To approve the recommendations as set out above

MEETING OPENED: 6.00pm

MEETING CLOSED: 6.56pm

DATE OF NEXT MEETING: Monday 5 July 2010 at 6pm

APPENDIX 1

TREATMENT OF BALANCES	2007-08	2008-09	2009-10	Anticipated 2010-11	Proposed 2011-12	Proposed 2012-13	Proposed 2013-14
Funds in Reserve	£42,000.00	£45,000.00	£45,000.00	£45,000.00			
Seed Money (Match funding for projects)	£4,368.00	£5,000.00	£0.00	£0.00			
Elections	£1,000.00	£1,000.00	£1,000.00	£2,500.00	£2,500.00		
Imperial Rooms - office refurbishment	£20,000.00	£20,000.00	£0.00	£0.00			
Imperial Rooms - long term improvements	£108,590.94	£67,637.49	£0.00	£0.00			
Contingency	£30,000.00	£20,000.00	£66,611.91	£34,802.91			
Rolling replacement of Christmas Lights	£0.00	£0.00	£0.00	£0.00			
Un-budgeted expense (funding c/f 09-10)	--	--	--	£5,000.00			
Carry Forward	£205,958.94	£158,637.49	£112,611.91	£87,302.91	£90,000.00	£105,000.00	£120,000.00
<i>Profit/Loss</i>	<i>£24,261.59</i>	<i>-£47,321.45</i>	<i>-£46,025.58</i>	<i>-£25,309.00</i>			

Quotations for storage cabinets in foyer alcove

Supplier		Number required	Each	TOTAL
Furniture @ work	wooden	3 x	£58.00	£174.00
	metal	2 x	£102.00	£204.00
Viking direct	wooden	3 x	£94.99	£284.97
	metal	2 x	£149.00	£298.00
Inter County	wooden	3 x	£93.00	£279.00
	metal	2 x	£108.00	£216.00

Prices do not include VAT. The VAT can be reclaimed.

Metal cabinets will not fill the entire width of the alcove, wooden fit better.

All are 2 door, 1 shelf. Metal cabinets are lockable. Wooden cabinets could be padlocked.

PROPOSED DELEGATED POWERS – FINANCE AND AUDIT COMMITTEE

That the following powers are delegated to the Finance and Audit Committee:

- Detailed monthly review of invoices due for payment, to be checked against minute number and budget code, the outcome to be reported to next full council meeting for **Council's approval**.
- Agree and adopt monthly bank reconciliation report and report to next full council meeting.
- Monitor accounts monthly by means of flexed budget report and report to next full council meeting.



Denefields Volunteer Rangers

End of Year Report 2009/10



Project Delivery Overview

The Volunteer Rangers in Matlock were established in November 2006 by Groundwork Derby and Derbyshire, working in partnership with Matlock Town Council through a Service Level Agreement.

The project focuses on Denefields, two ancient hay meadows owned by Derbyshire Dales District Council, leased to, and managed by, Matlock Town Council. The Volunteer Rangers sometimes work on other sites e.g. The Tump; nearby allotments; and 'Wild Thyme' a local community garden.

The project was modelled on a Volunteer Ranger Scheme set up by Groundwork in 2004/5 in High Peak, where Volunteer Rangers improve many different sites in the Public Realm each year. Since November 2008 the Rangers have been supported by Karen Camara, Project Officer, Groundwork Derby & Derbyshire, line Managed by Rachel Billings, Community & Environment Team Manger. Since 2006/7 Groundwork has secured two Breathing Places grants which have funded a wide range of site improvements on Denefields, delivered by successive Project Officers.

Project Officer Karen Camara has delivered the project throughout the period of this report: April 09 – April 2010. The Denefield Volunteer Rangers have met every Thursday to carry out management tasks outlined in the site management plan and to make improvements. They have also worked at Bailey's Tump, Wild Thyme Community Garden and Chesterfield Road Allotments.

Volunteers have been referred from agencies such as Derbyshire Dales Council for Voluntary Service (DDCVS), the Job Centre, Connexions, Derby University, Derbyshire County Council (DCC) Supported Employment and the local Mental Health Team.

A series of events has been delivered over the past 12 months funded by Breathing Places. They have been attended by local residents, pupils from St Josephs School, Children from DDCVS Kids Club and Matlock Army Cadets. The events have aimed to get people using the site more, appreciating its wildlife, reducing littering and dog fouling and improving the site

The main focus of improvements to the site this year was the restoration of the hay meadows. A lot of work has been carried out to increase plant diversity in the meadows, and to restore the original species mix of the site. This has been done by mowing and raking of the site by hand. This helps to reduce nutrient levels. High nutrient levels would promote the growth of grasses which would compete with the wildflowers that we want to encourage. The Probation Service – 'Community Pay Back' helped with the hard work of raking the site. The restoration has also included planting wildflower plugs, strip seeding and spreading green hay. Green hay was sourced from a suitable donor site in Ashbourne with the same species mix as Denefields. The results look promising and a volunteer Botanist will return to re-survey the meadow this summer to see if the work has been successful. It is likely to take 2-3 years to get a good recovery of the species mix.

The Project Officer has met with local Police about anti social behaviour and has spoken to Derbyshire Dales District Council about dog fouling issues.

A Volunteer social event was held before Christmas.

The Project Officer has met with Dave Goodridge from Chesterfield Road Allotment Association to discuss the wildlife area at the allotments and an application to Awards for All. The Allotment Association was provided with bird boxes made by the volunteers.

The Project Officer applied to the Free Trees Scheme for hedging trees, unfortunately the scheme was over subscribed.

The Project Officer has provided photographs to Matlock Town Council for use in the Matlock in Bloom Portfolio for summer 2010.

Funding

In 2008 the Groundwork Project Officer, Karen Camara completed a funding bid to Breathing Places Phase 4, as a result Matlock Town Council received a grant for £1,975. The grant paid for a series of events at Denefields over the Summer of 2009. The events were delivered by the Groundwork Project Officer and a report was sent to Breathing Places.

In Winter 2009 The Project Officer completed a grant application to Awards for All to pay for a 12 month event programme. Subsequently MTC was awarded £5,182 to pay for the delivery of the events and Project Officer time on these events. The Project Officer will deliver these events over the next 12 months.

The Project Officer has applied to the DCC Working Together Fund for £2000 to pay for volunteer activities and Project Officer time on activities including installing a bin, a bench, a volunteer celebration and bulb planting. Unfortunately this bid was unsuccessful.

The Project Officer has completed a bid to Ecominds to pay for work to engage adults with mental health issues. The bid was submitted by the deadline at the end of April 2010 and the outcome is awaited.

Summary Statistics Financial Year 2009/10

Total No. of voluntary participants	250
Total no. of volunteer days contributed by children (6hrs per day)	49
Total no. of volunteer days contributed by adult volunteers (6hrs per day)	154
Total no. of volunteer days contributed Children and Adults	203
Total no. of hours work contributed by volunteers	1218
Total no of activities delivered (volunteer sessions + events)	50

Regular Volunteers Information 09/10

(where information was available)

Male volunteers	15
Female Volunteers	7
Unemployed	9
Employed	2
Retired	8
Students	
Registered Disabled / Health problem	6
Aged 18-25	3
Aged 26-40	6
Aged 41-65	13

Breathing Places Events in 09/10

- Litter pick with children from DDCVS at events they attended.
- Litter pick with Army Cadets, this was reported in the Matlock Mercury – attended by 10 cadets and 7 adults
- Workshop on making bird and bat boxes with Army Cadets, these were installed on site and taken home. 10 young people attended and 3 adult helpers.
- 2 day Hay Meadow Restoration Training Event – restoring the lower section of Batchelor’s meadow – planting plug plants, sowing seeds and spreading green hay. The aim of which is to restore the diversity of the meadows, so benefiting wildlife. 21 people attended the training and helped with restoration work.
- Pond dipping and minibeast hunt with a class from St Josephs School and Nottingham and Derbyshire Entomological Society. The site is close by so was accessible on foot for the 22 Children and 2 teachers who attended the event, which tied in with the children’s national curriculum studies.
- Minibeast Hunt and pond dipping for under 5 year olds and parents. This was held in the summer holidays. 7 Children and 6 Adults attended.
- Den and tipi making – this event was to encourage young people to play outdoors and enjoy the site. 5 children attended from DDCVS.
- Workshop making bird and bat boxes with 9 children from DDCVS, the children took the bird boxes home to encourage wildlife in their gardens.
- Growing vegetables and flowers in pots, and decorating the pots, this was for 7 children from DDCVS to help them to get interested in growing and being outdoors.

Awards for All – Event

- Litter pick with 8 children and 2 Adults from DDCVS, including education about recycling. This was reported in Matlock Mercury.

List of Management Tasks Completed by Deneield Volunteer Rangers in the financial year 2009/10

Spring / Summer 09

- Mulched around new trees, cleared out tree guards
- Several litter picks and big clearance of shrubby areas, removing 300+ glass bottles and broken glass
- Creating compost area at bottom of site
- Landscaping pond and planting pond plants
- Create path to pond from gate
- Cutting back vegetation from seating areas and painting benches
- Cutting back around bug hunt area, in preparation for school visit
- Tidy entrance ways, cut back shrubs, sweep and weed
- Sweep pathways
- Several days of raking up hay after cutting. This is an essential part of restoring plant diversity in the meadows
- Making bird and bat box kits for children to assemble at events
- Survey of meadows carried out by volunteer botanist
- Prune willow fedge around pond (A fedge is a willow fence/hedge constructed from woven willows which take root).
- Planting wildflower plugs in meadows
- Strip seeding in meadow
- Spreading green hay in meadows
- Pruning and litter picking at of Wild Thyme Community Garden

- Plant flowering shrubs around the pond to benefit butterflies
- A large amount of work clearing a long standing dump site

Autumn/Winter 2009/10

- Cutting back bramble which is encroaching into meadow areas, competing with the wildflower habitat that we are encouraging.
- Cutting back along steps and pathways
- Tidy up of entrance ways
- Litter picks and clearance of overgrown areas
- Tidy up of wildlife area at Chesterfield Road Allotments
- Provision of bird and bat boxes to allotments
- Cutting back around Hawthorn hedge and of brambles at Baileys Tump
- Pruned laid hedge on boundary with Denefields Sheltered Housing.
- Pruned hedgerow along cobbled path, applied to Free Tree Scheme for Hawthorn to plant and help restore hedgerow. Application unsuccessful as scheme oversubscribed.
- Built 2 new benches next to the pond area
- Built a bug hunt compost bin
- Created a mosaic sign which will be displayed at the top entrance
- Arranged replacement of failed Cob bench with an Oak bench at the top of the steps, to be installed in April by College of Peak with no additional charge.
- Install bird boxes
- Weed steps
- Weekly Litter picking and recycling of rubbish
- Locating hypodermic needles and notifying the District Council to remove them.
- Sweeping pathways
- Weed strip seed areas in meadow and spread hay in March 2010

Plans for 2010 to 2011

Site Management and Improvement

- Andrew Brown Jackson will start work on a stone plinth to house an interpretation panel at the end of April.
- Poster design competition – children from DDCVS will design ‘no dog fouling’ poster which will be displayed in Council notice board
- Tackle issue of dog fouling, littering and drug use by closer working with District Council and by increasing public awareness of the health hazards of faeces, and fines for not ‘clearing up after your dog’.
- Run weekly volunteer activities
- Identify funding sources for a new circular pathway around the bottom field and from the top of the steps to link with the existing path. Apply for funding
- Arrange cutting and raking of meadows
- Re-survey meadow plants
- Carry out breeding bird survey
- Carry out butterfly survey
- Create a display for Council notice board at top entrance to site – giving information on wildlife found on Denefields
- Sow more seed in the meadow and weed around plug plants to help them to establish.

Deliver Events Funded by Awards for All Grant

- Pole Lathing Training
- Hurdle Making Training – using hurdles around the pond
- Living Willow Sculptures Training – creating sculptures on the site
- Bird and bat box workshop
- Mini-beast adventure for families in summer holidays
- Moth trapping with Nottinghamshire and Derbyshire Entomological Society in the summer holidays
- Big Tidy up by Army Cadets and DDCVS
- Bulb planting by Army Cadets at top entrance way
- Bulb Planting with children from St Joesph’s School

- Pond dipping and mini-beast hunt with class from St Josephs School

Project Delivery

- Provide photographic evidence and details of activities carried out by volunteer to Matlock Town Council for Matlock in Bloom Portfolio
- Identify funding sources
- Complete funding bids

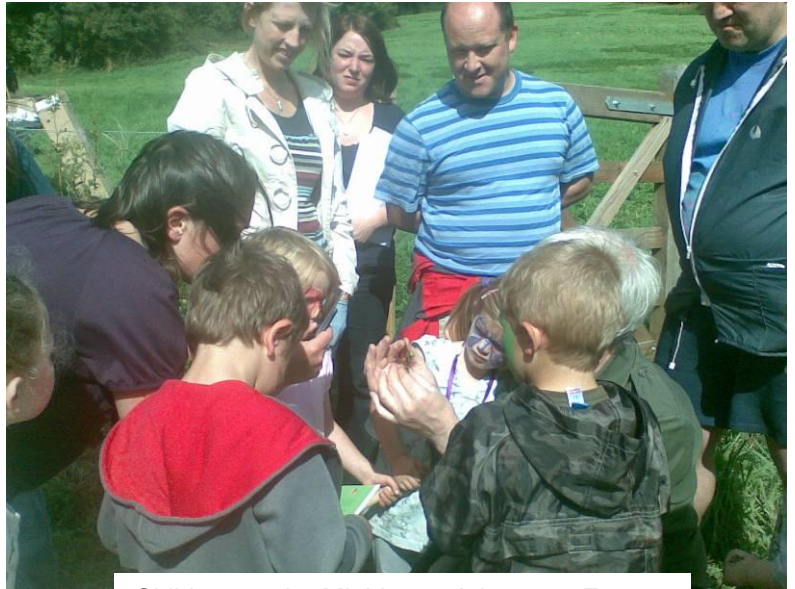
Photographs of the Volunteers in Action



Volunteers making new bench by pond



Just some of the glass bottles collected by volunteers and recycled



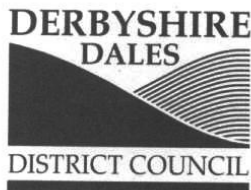
Children on the Mini-beast Adventure Event



Army cadets making bird boxes at a workshop



Volunteers helping with hay meadow restoration



04 JUN 2010

Please ask for:	Les Warren
Direct Dial No	01629 761382
Fax No	01629 761165
Your Ref.	
My Ref.	CMS/LDW/
E-mail	les.warren@derbyshiredales.gov.uk

27 May 2010

Dear Colleague

DERBYSHIRE DALES SPORTS AWARDS 2010

Following the success of the last four years Sports Awards, I am pleased to write to you to give you details of this year's event. This is an opportunity to celebrate the achievements of people across Derbyshire Dales who have made a significant contribution to sport in a variety of ways whether as a player, a coach or a volunteer. We would like to find these people and reward them for their contribution to sport across the District.

We have decided to introduce a new award in 2010 following feedback from last year – The Unsung Hero – Service to Sport Award will be open to people who have made an outstanding voluntary contribution to sport as an administrator or official over a minimum of five years.

I have attached all the information in relation to the Derbyshire Dales Sports Awards 2010. We are asking for nominations for each of the categories by 20 August 2010. The panel will then select the winners and runners up who will be invited to attend an Awards Ceremony in October 2010. Information regarding the Sports Awards Presentation evening will be circulated closer to the time.

You are able to put forward more than one nomination or put forward a nomination for more than one category. Please feel free to copy the nomination form and pass on to others.

Further information and copies of the nomination forms are available on the Council's website www.derbyshiredales.gov.uk or by contacting the Sports Development section on 01629 761225.

Peter Foley, MBA, MCIEH, Director of Community Services

Town Hall, MATLOCK, Derbyshire. DE4 3NN

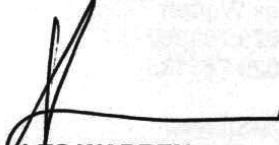
For general enquiries telephone 01629 761100 or visit www.derbyshiredales.gov.uk

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

I would like to thank you for taking the time to nominate people for these very worthwhile awards and look forward to receiving your entries.

Last year we were fortunate to receive over 70 nominations, and would like to better that this year, with your help.

Yours sincerely



LES WARREN
LEISURE OFFICER