

MATLOCK TOWN COUNCIL

Minutes of a meeting of Matlock Town Council held on Monday 20 July 2009 at 7.00 pm in the Imperial Rooms.

Present: Cllr G Stevens in the Chair
 Councillors: B Hopkinson, Mrs S Burfoot, Mrs A Elliott, Mrs C Hopkinson, M Burfoot, S Flitter, I Milne, D Barker, B Tipping, Mrs U Lunn

Also Present: 1 member of public
 PC John Bewley and PCSO Karl Millward

In Attendance: Susan Smith (Town Clerk)
 Amanda Wilson (Clerical Assistant)

232/09 APOLOGIES Cllr Ann Elliott (arriving late)

233/09 VARIATION OF ORDER OF BUSINESS - None

234/09 DECLARATIONS OF INTEREST

District Councillors D Barker, G Stevens, S Flitter, B Hopkinson, Mrs C Hopkinson and Mrs S Burfoot individually made the following declaration:
 "I will participate on the basis that this is a preliminary view only. At the District Council I will consider the matter afresh, taking account of all evidence available at that time".

COUNCILLOR	ITEM	TYPE OF INTEREST	NATURE OF INTEREST
Cllr Mrs S Burfoot	Item 14 – Wild Thyme Garden	PERSONAL	Know members of group
Cllr M Burfoot	Item 14 – Wild Thyme Garden	PREJUDICIAL, making representations then leaving meeting	Member of the group
Cllr D Barker	Item 14 – Wild Thyme Garden	PERSONAL	Know members of group

The meeting was adjourned to allow members of the public to speak.

235/09 a) PUBLIC SPEAKING

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
Bill Quinlan	<p>Parking at Knowleston Place</p> <p>Have the Council any further information on the dog fouling on Hall Leys Park?</p> <p>There are 2 railings missing on the Knowleston Place to Pic Tor path. Have the lifeguard rings been checked recently?</p>	<p><i>Police to discuss with Mr Quinlan outside the meeting</i></p> <p><i>No further information has been received.</i></p> <p><i>Both issues will be reported to DDDC by the Clerk</i></p>

	Hole in pavement at Knowleston Place is getting deeper.	<i>It has previously been reported by this Council. Cllr Flitter to follow up.</i>
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b) POLICE MATTERS

PC John Bewley reported on police activities regarding Operation Connecticut (*appendix 1*) and took questions from members.

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
Cllr I Milne	Use of mobile phones whilst driving	Police always take action should anyone be seen using a mobile phone whilst driving.
Cllr Cate Hopkinson	Hurst Farm – young children (6-7 yrs old) on bicycles riding down the middle of the road – accident waiting to happen.	Safer Neighbourhood Team have planned a week of action on Hurst Farm that will target such problems. Hurst Farm now has a priority profile.
Cllr Martin Burfoot	Neighbourhood Watch Schemes – what is the current situation?	Groups that exist are not particularly active at present, however want to support more and will be looking to work with these when priorities allow.

c) REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST

COUNCILLOR	COMMENTS MADE:
Cllr Martin Burfoot	Wild Thyme – dismayed that no decision has yet been made to take on the land by the Town Council, a letter was written to the Council in February 09. Information was supplied to Council members by Cllr Burfoot.

The meeting was re-opened.

236/09 MAYOR'S ANNOUNCEMENTS

Tuesday 7th July – Opened Costa Coffee

Saturday 11th July – Attended the Matlock in Bloom garden event at Dimple Cottage

237/09 TO CONSIDER PLANNING APPLICATIONS RECEIVED:

Resolved: that the under-mentioned comments on the following applications should be submitted to the District Council

NO:	APPLICATION NO:	DESCRIPTION AND DETAILS	COMMENTS
01	PLS/SJG/G/4/Avii	Pruning and felling of trees at High Tor, Matlock	No Objections
02	PLS/SJG/G/4/Avii	Pruning and felling of trees at 58 Jackson Road, Matlock	No Objections

03	09/00395/FUL	Ground/first floor extension and erection of replacement garage with study/game room above – Mr & Mrs A J Blackburn – 2 Sycamore Road, Matlock	No Objections
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Cllr Ann Elliott joined the meeting at 7.39

238/09 TO CONSIDER LETTERS RECEIVED ON PLANNING MATTERS
(amended plans, site visits, appeals)

AMENDED PLANS: - Noted

NO:	CORRESPONDENT	SUBJECT	NOTES
01	Derbyshire Dales District Council	09/00357/FUL Installation of shop front to include repositioned customer entrance and roller shutter and air conditioning system – 1 Firs Parade, Matlock – Iceland Foods Ltd	Revised Plans

MINUTES

239/09 MINUTES OF THE LAST MEETING

To approve the minutes of the meeting of Matlock Town Council held on Monday 6 July 2009.

The Chair to sign the minutes of the last meeting

Resolved: to approve the minutes of the meeting of Matlock Town Council held on Monday 6 July 2009 Abstention Cllr Barrie Tipping

Work in Progress

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

Page 2, Public Speaking - Traffic on Starkholmes

Cllrs Flitter and Milne have met with the Cabinet Member of DCC on site and were disappointed with his response as little information had been supplied to him. After the meeting, Cllr Milne had followed up the meeting by emailing the points raised to DCC. He had since received a response stating that all comments would be passed to the committee that is looking at the situation and that funds would be available. No timescales were given.

Page 6 – Work in Progress

The Clerk reported on a response received from DCC re various issues that had been raised previously.

Page 7 - 223/09 Memorial to Tony Rosser

Cash donations have been collected and given to Dorothy Rosser by residents of Starkholmes.

Resolved that Cllr Burfoot continue to work with Dorothy Rosser in order to combine funds of the Town Council with those of the Starkholmes residents in a single scheme.

Page 9 231/09 – Loop System

It was explained that the loop system had been installed and virement of the funds would be discussed at the next Finance and Audit Committee meeting.

A notice would be displayed in each room identifying that a loop was in place should one be required.

- 240/09 TO RECEIVE THE NOTES OF THE MATLOCK IN BLOOM MEETING HELD ON MONDAY 6 JULY 2009 (*appendix 2*)
Resolved: to receive the notes of the Matlock in Bloom meeting held on Monday 6 July 2009
- 241/09 TO RECEIVE THE UNAPPROVED MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 6 JULY 2009 (*appendix 3*)
Resolved: to receive the unapproved minutes of the finance and audit committee meeting held on Monday 6 July 2009, however a note be made that a reference to virement of funds be included in the Committee minutes.
- 242/09 TO APPROVE THE RECOMMENDATIONS OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 6 JULY 2009
Resolved: to approve the recommendations of the finance and audit committee meeting held on Monday 6 July 2009

Extract from Finance and Audit Committee Meeting – 6 July 2009

REVIEW OF RESERVES AND BALANCES

Resolved: that the treatment of balances should be as follows:

Funds in Reserve	£ 45,000.00
Seed Money (Match Funding for projects)	£ 5,000.00
Elections	£ 1,000.00
Imperial Rooms – office refurbishment	£ 20,000.00
Imperial Rooms – long term improvements	£ 67,637.49
Contingency	£ 20,000.00
	£158,637.49

BUDGET CONTROL (*Referred by Full Council, minute number 275/08(c)*)

Members of the committee would like to see budget requirements of Lead Members being submitted to the Finance and Audit Committee prior to them making their budget recommendations to full Council. In regard to the spending limit for Lead Councillors the committee thought that Lead Members should use the authority of the Clerk to spend to a limit of £250.00 in any one transaction as specified in Standing Orders (Financial Regulations 3.4) and should not have their own spending powers.

(Financial Regulation 3.4 states:

The Clerk may incur expenditure on behalf of the Council, which is necessary to carry out any repair, replacement or other work, which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £250. The Clerk shall report the action to the Council as soon as practicable thereafter.)

RISK ASSESSMENT

a) **FINANCE CONTROL**

Resolved: to continue to use the current system for control of cash income.

b) **BUDGET**

Members confirmed that the Council had prepared an annual budget in support of its precept and that it was considered adequate.

CONSIDERATION OF A NEW FINANCIAL ACCOUNTING SYSTEM

Resolved: that the matter be discussed by Full Council. As well as quotations, the Clerk to supply the existing costs of the current system in order that an informed decision could be reached.

Abstention Cllrs M Burfoot, I Milne & B Tipping

GENERAL ITEMS

- 243/09 LETTER OF COMPLAINT RECEIVED RE CAR PARKING AT THE IMPERIAL ROOMS, MATLOCK**
To consider action to be taken.
Resolved: to write to the complainant explaining the existing Council policy with regards to their supply of car parking spaces and to support the Town Clerk in this response.

- 244/09 WILD THYME COMMUNITY GARDEN – That the Council resolves, urgently, to take over the future management of the Wild Thyme Community Garden, as well as the implementation of the Conservation Grant offer from Derbyshire Dales District Council - Cllr S Burfoot**

There being no seconder to the proposal, the motion fell.

Resolved: That this Council approve in principle taking on the management of the site. The Projects Working Party to continue working on the project, reporting back to the next Council meeting, specifically:

- a) **Obtaining a written response from DDDC for the transfer of the management of the site to the Town Council.**
- b) **Obtaining a written response as to whether the Conservation Grant deadline, which is understood to be October 09, can be extended.**
- c) **Any financial implications for the Council**
- d) **Plans for future maintenance of the site**
- e) **Insurance implications**

CLERK'S REPORT

- 245/09 CONSULTATIONS – Noted**

Councillors are authorised by Council to respond to consultation documents, working in conjunction with the Clerk. (minute 821/05)

CONSULTATION	DEADLINE	NOTES:
East Midlands Regional Assembly – Regional Plan Partial Review: Options Consultation	Tuesday 6 October 2009	Consultation document in electronic format. A link or disc can be obtained from the office.

- 246/09 LETTERS RECEIVED – Noted**

ITEM	DATE	CORRESPONDENT	SUBJECT
01	07/07/09	Mr John Winnard	Internal Audit of Accounts 2009

Cllr Milne expressed concerns over the current financial situation. Members explained that when setting the precept in previous years they had planned to spend outside their income and agreed that this could not continue now that the balances had been depleted. Cllr Milne was now a member of Finance and Audit Committee and will be working with them to improve the system.

02	08/07/09	Judith Woolley – Representative of Heanor & District 50+	Complaint – Imperial Rooms Car Parking
03	13/07/09	Darley Dale Town Council	Agenda for meeting Thursday 16 th July

CONFIDENTIAL SESSION

247/09 CONFIDENTIAL MOTION

In view of the confidential nature of the business to be transacted members of the press and public be asked to leave the meeting.

Resolved: to close the meeting to press and members of the public

248/09 IMPERIAL ROOMS – OFFICE/KITCHEN IMPROVEMENTS

a) Consideration of 3 quotations for the office/kitchen improvements

Resolved: to write to the contractors thanking them for the quote, however at this time we are not in a position to proceed.

b) Consideration of quotation received to upgrade the computer system

Resolved: that the Clerk and Cllr Milne work on an overall scheme to improve the office accommodation including updating of the computer system using the existing building layout.

(Account: Earmarked funds Budget remaining as at 10/07/09: £20,000.00

Powers: Local Government (Miscellaneous Provisions) Act 1976 s.19 - Local Government Act 1972 s.144 and Local Government Act 1972, s.133)

249/09 IMPERIAL ROOMS – SIGNS ON FRONT OF BUILDING

To consider quotations received.

(Account: 6-1015 Imperial Rooms, General Maintenance Budget remaining as at 10/07/09: £1,656.42

Powers: Local Government (Miscellaneous Provisions) Act 1976 s.19 - Local Government Act 1972 s.144 and Local Government Act 1972, s.133)

Resolved: to accept the quote from Richard Eades

Abstention Cllr Lunn

The meeting closed at 9.40pm

Susan Smith (Mrs)

Susan Smith

Town Clerk

Chairman:

Date: