

MATLOCK TOWN COUNCIL

Minutes of a meeting of Matlock Town Council held on Monday 21 June 2010 at 7.00 pm in the Imperial Rooms.

Present: Cllr S Flitter, in the Chair
Councillors: Mrs S Burfoot, Mrs A Elliott (arrived 7.40pm), M Burfoot, D Barker, I Milne, G Stevens and Mrs U Lunn

Also Present: 1 member of public

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

192/10 APOLOGIES Cllrs Mrs C & B Hopkinson (Other Commitments)
Cllr B Tipping (Another Meeting)

193/10 VARIATION OF ORDER OF BUSINESS – None

194/10 DECLARATIONS OF INTEREST

District Councillors D Barker, G Stevens, S Flitter 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".

<i>COUNCILLOR</i>	<i>ITEM</i>	<i>TYPE OF INTEREST</i>	<i>NATURE OF INTEREST</i>
Cllr G Stevens	Planning items 2 & 4	PREJUDICIAL, leaving meeting	Neighbouring properties
Cllr S Burfoot	Planning item 2	PERSONAL	DDDC Member
Cllr A Elliott	Item 15	PREJUDICIAL, making representations then leaving meeting	Girl Guide Leader

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

195/10 a) PUBLIC SPEAKING

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
Bill Quinlan	<ul style="list-style-type: none"> • Denefields – Karen Camara has secured a grant for between £2000 - £5000 and he wishes the Council to continue support for the group in their work. • Hole in the road at Knowleston Place – not happy with the repair. • Parking at Knowleston Place – continues to be problems, nothing gets done. 	<i>Noted</i>

b) POLICE MATTERS

NAME:	QUESTION OR COMMENT
Cllr S Burfoot	Reported to the police on Saturday that 'boy racers' were again speeding along Derwent Way. It was vital that any incidents are reported to the police in order that they can be logged.

c) REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST – None

The meeting was re-opened.

196/10 MAYOR'S ANNOUNCEMENTS

12th June - Starkholmes Gala opening

13th June - Boy's and Girl's Brigade Service at the Methodist Church, Derby

15th June - Fairtrade Football Tournament, Cavendish Fields

19th June - Tansley Village Fete opening

21st June – Raising of flag in honour of armed services, Town Hall

PLANNING

197/10 RATIFICATION OF DELEGATED PLANNING DECISIONS – *appendix 1* - Noted

198/10 TO CONSIDER PLANNING APPLICATIONS RECEIVED

NO:	APPLICATION NO:	DESCRIPTION AND DETAILS	COMMENTS
01	10/00362/FUL	Change of use of premises from hotel (Use Class C1) to 1 no. dwellinghouse incorporating antique showroom and 1 no. holiday unit – Mr Peter Bunting – Riber Hall, Riber, Matlock	No Objection

Cllr Stevens left at 7.15pm whilst the following items were discussed.

02	10/00363/FUL	Single storey front and two storey rear extensions – Mr & Mrs Sheerin – 15 Allen Hill, Matlock	See below
<ul style="list-style-type: none">• Recommend go to committee and a site visit to take place• Upstairs window over looks neighbouring property• The overall increase in size of building			
04	10/00275/ADV	Display of non-illuminated fascia sign – Mr Nicholas Dutch – 6 Causeway Lane, Matlock	No Objections subject to matching colour scheme

Cllr Stevens returned at 7.19pm

03	PLS/SJG/TPO 12	Reduction in height of a Yew tree to 1200 – 1800mm at Dimple House, 15 Dimple Road, Matlock	No Objections Abstention Cllr M Burfoot
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05	10/00377/FUL	Erection of conservatory – Mrs Julie-Ann Suett – 41 Drabbles Road, Matlock	No Objections
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199/10 TO RECEIVE RECENT DECISIONS MADE BY DERBYSHIRE DALES DISTRICT COUNCIL – Noted

NO:	APPLICATION NO:	PROPOSED DEVELOPMENT	DECISION
01	10/00201/FUL	Single storey extension with balcony above – 62 Wellington Street, Matlock for Mr Roy Webster	Granted with Conditions
02	10/00227/FUL	Two storey link extension to garage and erection of conservatory – Bramble Cottage, Riber Road, Matlock for Mr Stephen Spencer	Granted with Conditions
03	PLS/SJG/G/A7 & 028.36	Proposed work to be carried out to a tree at All Saints' Church Hall, Smedley Street, Matlock – Flowering Cherry adjacent to the Church Hall – Reduce the Cherry tree by a maximum of 33% with all cuts made to suitable alternative live branches whenever possible. All work to be carried out to BS 3998.	No Objection
04	PLS/SJG/G/4/A7 & 029.13	Proposed work to be carried out on trees at the rear of 115 Chesterfield Road, Matlock – 1. Ten Leylandii – Reduce in height by one-third 2. Nine Lime trees – Re-pollard to previous pollard points.	No Objection

The following item was also noted:

05	10/00039/OUT	Redevelopment of site for mixed use development comprising Use Class B1 Office and Workshop Space, Use Class C2 CCRC/medical facility, Use Class C1 Hotel and Hiker's Hostel, car showrooms, cinema and internal leisure uses, ancillary Use Class A1 and A3 uses, car parking, landscaping and approximately 40 acre of managed ecological habitat for Halldale Properties Ltd at Halldale Quarry, Snitterton Road, Matlock, Derbyshire	Will be discussed at Central Area Planning Committee on 29 June 2010 Officer recommendation: To be granted with conditions
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MINUTES

200/10 MINUTES OF THE LAST MEETING

To approve the minutes of the meeting of Matlock Town Council held on Monday 7 June 2010.

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 7 June 2010
Abstention Cllr D Barker

Work in Progress

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

Page 7 179/10 Memorial to Cllr Tony Rosser

- *The Finance and Audit Committee need to discuss the way forward with regards to the Mayor's Account. There is currently no traceability.*
- *It was confirmed that the payment had been made for the bench.*

201/10 TO RECEIVE THE UNAPPROVED MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 7 JUNE 2010 – appendix 2
Resolved: to receive the unapproved minutes of the finance and audit committee meeting held on Monday 7 June 2010

202/10 TO APPROVE THE RECOMMENDATIONS OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 7 JUNE 2010
Resolved: to approve the recommendations of the finance and audit committee meeting held on Monday 7 June 2010

FINANCE

203/10 CONSIDERATION BE GIVEN TO THE PURCHASE OF ADDITIONAL STORAGE CABINETS FOR THE IMPERIAL ROOMS FOYER – see Clerk's Report 07/06/10 and appendix 3
*(Account: Imperial Rooms-general maintenance 6-1015 (111)
Budget remaining as at 09/06/2010 £4,512.97
Powers used: Local Government (Miscellaneous Provision) Act 1976 , s19, Local Government Act 1972 s144 and Local Government Act 1972, s133)*

Resolved: to purchase 2 metal cabinets from Inter County at a cost of £216.00 + vat and delivery.
The motion failed.

Resolved: to purchase 2 metal cabinets from Furniture@Work at a cost of £204 + vat and delivery. The outdoor worker be asked to fit a shelf above the cabinets at the back of the foyer alcove.
Against Cllr D Barker

204/10 TO RATIFY THE PURCHASE OF A REPLACEMENT POND PUMP FOR WATERING PLANTERS THROUGHOUT THE SUMMER AT A COST OF £87.49 including vat.
*(Account: Environment-other; 6-3004 (155)
Budget remaining as at 09/06/2010: £4,800.00
Powers used: Highways Act 1980, s96)*
Resolved: to ratify the purchase of a replacement pond pump for watering planters throughout the summer at the cost shown above.

205/10 TO RATIFY THE PRINTING OF ADDITIONAL BAND CONCERT LEAFLETS AT A COST OF £118.48
*(Account: Events in the Park: 6-4002 (172)
Budget remaining as at 09/06/2010: £2,281.52
Powers used: Local Government Act 1972,s145)*
Resolved: to ratify the printing of additional band concert leaflets at the cost shown above.

Cllr Mrs A Elliott entered the meeting at 7.40pm, declared her Prejudicial Interest in the following item and left the room after giving her support for the scheme.

206/10 CARPET BEDDING SCHEME – HALL LEYS PARK, MATLOCK

The Guides have raised £300 for the provision of this year's carpet bed in Hall Leys Park to mark their centenary. They have asked, via the Matlock in Bloom working party, whether the Town Council could match this amount in order that the scheme can go ahead this year.

(Account: Environment-other: 6-3004 (155)

Budget remaining as at 11/06/2010: £4,792.31

Powers used: Highways Act 1980, s96)

Resolved: to give £300 towards the carpet bedding scheme in Hall Leys Park

Cllr A Elliott returned at 7.43pm

207/10 DELEGATION OF DUTIES TO THE CLERK

This Council is in receipt of funding which is required to be spent on specific projects. The Clerk requests that delegated powers to purchase and spend within these funding limits is given.

Resolved: not to delegate to the Clerk at this time and to defer the item. The remaining funds need to be identified by the Finance and Audit Committee.

208/10 DELEGATED POWERS FOR FINANCE AND AUDIT COMMITTEE (*appendix 4*)
Cllr Ian Milne

- 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.

Resolved: to delegate the above to the Finance and Audit committee

ENVIRONMENT

209/10 GROUNDWORK END OF YEAR REPORT – *appendix 5*

It was acknowledged as an excellent report that outlined entirely the work of Groundwork Derby and Derbyshire on Denefields and other areas of Council maintained land. It would be helpful if the next report contains a full reference to the state of funding applications in the future.

Resolved: to note the report.

210/10 PLANTERS, TUBS AND SEATS

To consider action to take on the following:

- feedback on the condition of planters and seat in store (Cllrs Barker and M Burfoot)
- the location of the Post Office Planters (now in store).

- the location of the planters outside the Britannia Building Society, (now in store).
- the tubs outside S Fearn's and the Police Station.
- the 42, 21" hanging baskets (now in store).
- the issues with the planter outside the Co-op, Firs Parade

Resolved:

- To refurbish all planters in store when time allows.**
- To replace the 4 planters at the Britannia Building Society corner.**
- To wait to see if planters are required at the Post Office once the tree and seat have been investigated.**
- To look at the placement of other planters around town once the scheme has been completed, not replacing those outside S Fearn and the Police Station at present.**
- To obtain prices for a seat to be placed on the planter outside Co-op.**
- Look at different options for the 42 hanging baskets currently in store.**

Abstentions Cllrs U Lunn, M Burfoot & S Burfoot

The Clerk also reported that the rented planter at Matlock Green has been vandalised twice since its installation (the plants are being removed and strewn around). It will soon be too late to keep replacing bedding plants.

Action: Photographs of the damage to be taken, possibly send an article to the local press.

211/10 LAND MANAGEMENT

To consider action to take on the following:

- Advice received from our insurance company regarding the **Community Orchard**
- Work required on **Wild Thyme Community Garden** – *Groundwork Derby and Derbyshire have used the Denefields Volunteers to work on the site previously*
- The involvement of the *Friends of Wild Thyme group* in the project.

The Clerk read a letter from insurance company regarding the outcome of enquiries regarding the Community Orchard.

Resolved:

- To include a monthly inspection of the Community Orchard on the outside worker's schedule.**
- To obtain a quotation for a yearly inspection by a tree surgeon for the trees on the site.**
- To ask the Denefields volunteers to do routine maintenance work on the Wild Thyme Community Garden with the 'friends' group. Should this not be possible work would be carried out by the Council staff.**
- All finance items to be referred to the Finance and Audit Committee for consideration and their recommendations.**

GENERAL ITEMS

- 212/10 Motion: 'The Council should devise an effective procedure, as a matter of urgency, for sustainable and visually acceptable landscape maintenance of Town Council owned sites'.**
Cllr Mrs S Burfoot

Resolved: It was agreed that a written policy and procedure for all Town Council owned/leased land was required, covering all activities that was

anticipated on each area. The Projects Working Party to work on the documents prior to submitting to Council for approval. It was vital that all outside bodies write formally to the Council to obtain written permission for any work carried out on Council maintained sites.

Cllr U Lunn left at 9pm.

- 213/10 **DERBYSHIRE DALES SPORTS AWARDS 2010 – appendix 6**
DDDC have requested nominations – deadline 2 August 2010 – **Noted**

CLERK'S REPORT

- 214/10 **FORTHCOMING MEETINGS – Noted**

WHAT	WHERE	WHEN	NOTES:
Derbyshire Constabulary Annual Parish Councils' Evening	Police HQ, Butterley Hall, Ripley	Tuesday 12 October 2010, 7pm	Inform the Clerk should you wish to attend. Agenda items welcome.

- 215/10 **TRAINING SESSIONS: - Noted**

WHAT	WHERE	WHEN	NOTES:
NALC Leadership Academy	Warwick University, Coventry	13-16 July 2010	DALC Circular 32 refers. Full details on NALC website. Training Course for Councillors
Community Engagement and Governance	Two levels, 4 years part-time in total – cost £3,290 plus 2 residential schools each year at additional cost.		DALC Circular 32 refers. Foundation Degree Course for Clerks

- 216/10 **DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS – CIRCULARS – Noted**

Circular 30	Nominations for DALC President
Circular 31	Employment Tips

- 217/10 **LETTERS RECEIVED – Noted**

ITEM	DATE	CORRESPONDENT	SUBJECT
01	01/06/10	Derbyshire Dales District Council	Arts Matters Newsletter – Summer 2010
02	07/06/10	National Grid	2010 AGM Proxy Card
03	08/06/10	Derbyshire County Council	Temporary road closure – Smith Road, Matlock from 14 th June – 18 th June
04	12/06/10	Darley Dale Town Council	Agenda

CONFIDENTIAL SESSION

- 218/10 **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: that all members of the public and press be asked to leave.

219/10 TO RECEIVE A REPORT BY THE STAFF REVIEW WORKING PARTY AND TO CONSIDER ITS RECOMMENDATIONS – *document to be supplied at meeting*

Resolved that following the resignation of a member of the office team, the recommendations of the Staff Review Working Party and replacement of the position with a part-time Clerical Assistant (16 hours / week) be instigated.

The meeting closed at 9.30pm.

Susan Smith (Mrs)

Susan Smith
Town Clerk

Chairman:

Date: