



Mayor 2011-2012  
Councillor Barry Hopkinson  
01629 56822

Imperial Rooms  
Imperial Road  
Matlock  
Derbyshire DE4 3NL

Telephone 01629 583042  
Email [townclerk@matlock.gov.uk](mailto:townclerk@matlock.gov.uk)  
Website [www.matlock.gov.uk](http://www.matlock.gov.uk)



Town Clerk  
Susan Smith

Minutes of a meeting of Matlock Town Council held on Monday 6 June 2011 at 7.00 pm in the Imperial Rooms.

**Present:** Cllr B Hopkinson, in the Chair  
Councillors: Mrs S Burfoot, P Wildgoose, G Stevens, Mrs A Elliott,  
C Woodward, D Jones, S Flitter

**Also Present:** 3 members of the public

**In Attendance:** Susan Smith (Town Clerk)

#### 244/11 APOLOGIES

D Barker and S Cowley (personal commitments), B Tipping (DDDC training)  
S Flitter asked that his apologies are given for the next 3 meetings as he has personal commitments.

#### 245/11 VARIATION OF ORDER OF BUSINESS - None

#### 246/11 DECLARATIONS OF INTEREST

District Councillors G Stevens, S Flitter, Mrs A Elliott 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
G Stevens	Agenda item 12 b – CAB grant	PERSONAL	On board of trustees
S Flitter	Agenda item 15 – letters received	PERSONAL	Member of DCC, Fire Authority and DDDC
D Jones	Planning item 2 – 11/00094/FUL	PREJUDICIAL, making representations then leaving meeting	Owns adjoining land

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

#### 247/11 a) PUBLIC SPEAKING

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
B Quinlan	<ul style="list-style-type: none"> <li>Church Street drains – becoming an increasing problem outside numbers 7 and 24.</li> <li>Parking Stoney Way – 4 cars were parked on Stoney Way recently making access etc difficult.</li> </ul>	<p><i>Noted</i></p> <p><i>Noted</i></p>

	<ul style="list-style-type: none"> <li>• Dog Bin – Pic Tor a request to supply a dog bin on Pic Tor has not been taken up.</li> </ul>	<i>Noted</i>
Mr & Mrs Radley	<p>Speaking on planning item 11/00094/FUL</p> <ul style="list-style-type: none"> <li>• Oppose the planning application</li> <li>• Present plans will totally alter the architectural and archaeological character of the building</li> <li>• Prior work has not been included</li> <li>• A letter has been submitted to Council for their consideration</li> <li>• Notices have been located where others are frequently posted and so it will not have been apparent to residents that a planning application had been submitted</li> </ul>	<i>Noted – will be discussed later in the meeting.</i>

#### **b) POLICE MATTERS**

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
Cllr S Flitter	Steep Turnpike Incident: Parking of police vehicles on the junction at the brow of the hill caused near accidents and was a concern.	The Clerk to report the matters to the police.
Mrs Radley	There is a large event being organised on Cavendish Park Playing Fields shortly. Parking is a concern and it is hoped that the police have been made aware of the event.	

#### **c) REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST**

COUNCILLOR	COMMENTS MADE:
D Jones	<p>11/00094/FUL – speaking as an adjacent landowner.</p> <ul style="list-style-type: none"> <li>• Lies outside the settlement boundary</li> <li>• Will be an intrusion on the landscape, however appreciate that it is on a small scale</li> <li>• Application says site is disused and ceased agricultural use in 2004, however has still been in use until recently (sheep and chickens).</li> <li>• Walled yard area has no dimensions given and will need to be clarified</li> <li>• Recommendations regarding Nesting Birds survey does not appear to have been incorporated or taken place.</li> <li>• Landscaping – not clear as to what is proposed or whether the shown Silver Birches are appropriate in this location</li> <li>• Barn Conversion SPD exists, but isn't mentioned anywhere in the application and does not appear to have been followed.</li> </ul>

The meeting was re-opened.

**248/11 MAYOR'S ANNOUNCEMENTS**

Church on Bus	Attended a very enjoyable evening on the bus at Sainsburys Car Park
Reception held by the High Sheriff	Near Sutton on the Hill, Derby

**249/11 TO CONSIDER PLANNING APPLICATIONS RECEIVED**

Planning applications are usually delegated to the Clerk who consults ward members prior to sending representations to Derbyshire Dales District Council. Applications below are those that, after consultation, ward members felt require additional discussion by Council prior to a decision being reached.

**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	11/00243/FUL	Residential redevelopment of public house, associated outbuildings and grounds to provide 14 no. residential units and associated car parking at The Horseshoe 81 Matlock Green Matlock	<b>No objection however consideration to be given to the retention of the ancient urinal (iron grill on the wall demarks the location)</b>

**Cllr David Jones left the meeting whilst the following item was discussed**

02	11/00094/FUL	Conversion of barn to holiday accommodation at Barn Off Bent Lane Matlock	The size of the extension along with the proposed windows, doorway and extensive roof-line will change the character and integrity of the building.  <b>Refusal - due to the scale and overdevelopment of the site – a building of this size is considered to be unsuitable in this location. Access to the property is also of concern.</b>  <i>(a copy of the letter received will be sent to DDDC)</i>
----	--------------	---	---

Delegated decisions made by this Council are displayed on the noticeboard and on the website ([www.matlock.gov.uk](http://www.matlock.gov.uk))

**MINUTES****250/11 MINUTES OF THE LAST MEETING**

To approve the minutes of the meeting of Matlock Town Council held on Monday 18 April 2011. 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 18 April 2011

251/11 TO RECEIVE THE UNAPPROVED MINUTES OF THE ANNUAL TOWN MEETING HELD ON MONDAY 16 MAY 2011

Resolved to receive the unapproved minutes of the Annual Town Meeting held on Monday 16 May 2011

252/11 TO RECEIVE THE UNAPPROVED MINUTES OF THE ANNUAL MEETING HELD ON MONDAY 16 MAY 2011

Resolved to received the unapproved minutes of the Annual Meeting held on Monday 16 May 2011

253/11 TO RECEIVE THE UNAPPROVED NOTES OF THE MATLOCK IN BLOOM MEETING HELD ON WEDNESDAY 18 MAY 2011- *appendix 1*

Resolved to receive the unapproved notes of the Matlock in Bloom meeting held on Wednesday 18 May 2011

### **FINANCE**

254/11 TO APPROVE THE MONTHLY STATEMENT FOR MAY 2011: (Bank balances and Invoices due for payment) – *appendix 2*

Resolved to approve the monthly statement for May 2011 – bank balances and invoices due for payment

255/11 TO CONSIDER PAYMENT OF COMMUNITY GRANTS TO THE FOLLOWING:

GROUP OR ORGANISATION	AMOUNT REQUESTED
Derbyshire Children's Holiday Centre	An amount at the Council's discretion

*Account: Community Grants, Cost Centre 6, Code 16. Budget remaining as at 26 May 2011 = £5,466.00. Powers used: Free Resource, Local Government Act 1972, s.137*

**Resolved that the Derbyshire Children's Holiday Centre be given a grant of £100.00**

Derbyshire Dales, Amber Valley and Erewash Citizens Advice Bureau	£1,000 ( <i>amount requested for 2010-11</i> )
---	--

*Account: CAB Grant, Cost Centre 6, Code 15. Budget remaining as at 26 May 2011 = £3,000 (includes £1,500 agreed c/f from 2010-11). Powers used: Local Government Act 1972, s.142*

**Resolved that the Derbyshire Dales, Amber Valley and Erewash Citizens Advice Bureau be given a grant of £1,000.00**

*Members must ensure that they are satisfied that any expenditure awarded is for the benefit of the local area/community and that this expenditure is no larger than the benefit to the area would justify.*

256/11 RATIFICATION OF EXPENDITURE APPROVED BY THE CLERK IN CHANGING THE LOCK ON THE COMMITTEE ROOM DOOR AT THE IMPERIAL ROOMS

Total cost £103.97 plus vat

*(Account: Imperial Rooms Maintenance, Cost Centre 6, Code 12*

*Budget remaining as at 26 May 2011: £3,611.88*

*Powers used: Local Government (Miscellaneous Provision) Act 1976 s.19*

*and Local Government Act 1972 s.133 and s.144)*

**Resolved that the Clerk's action be ratified.**

**GENERAL ITEMS**

**257/11 TO CONSIDER A REQUEST RECEIVED FROM THE DERBYSHIRE CONSTABULARY FOR THE USE OF A ROOM AT THE IMPERIAL ROOMS ON TUESDAY 19<sup>TH</sup> JULY FROM 1PM TO 4PM, FREE OF CHARGE.**

The policy of the Town Council states that no room shall be hired free of charge unless for the Mayor's Charity or group meetings of those political parties which form the Council.

**Resolved that the request is denied. The existing policy of the Town Council whereby no room shall be hired free of charge unless for the Mayor's Charity or group meetings of the political parties which form the Council, still to apply. The Clerk to inform the Derbyshire Constabulary of the Council decision.**

**CLERK'S REPORT**

**258/11 TO NOTE THE CLERK'S REPORT, COMMUNITY DEVELOPMENT REPORT AND THE FOLLOWING:**

**COMMUNITY DEVELOPMENT REPORT:**

**Resolved that the Community Development report be received and the recommendations below be approved:**

- a) **Matlock Town Council continue their involvement with and support for the photography event in Hall Leys Park over the August Bank Holiday through the work of the Community Development Officer**
- b) **Matlock Town Council hold the first annual photographer of the year competition at the Bank Holiday event with a view to continuing it year on year.**
- c) **Matlock Town Council determine a policy on support for Community Groups**

*The Community Development Officer to be asked to attend the next meeting where the future operation, location, fees and charges for the Farmers' Market will be discussed. Should she not be able to attend, a comprehensive report be provided.*

**CLERK'S REPORT:**

The Clerk reported that further information had been received on the street furniture since the report had been written:

- i) The Planters, seats and entrance sign were to be installed on the 15<sup>th</sup>/16<sup>th</sup> June.
- ii) It was being explored whether 2 of the 1m2 wooden planters, currently in store, could be place on the gravel by 'Spa Villas' car park.

*It was noted that a discussion was required regarding the merits of licensing the Imperial Rooms for the sale of alcohol – This to be an agenda item for next meeting*

**Resolved that the Clerk's Report be received and the recommendations below be approved:**

- 1) That the Clerk and staff continue to work on improvements to the Imperial Rooms toilets
- 2) That the Clerk continues to seek a resolution to the problem with the Imperial Rooms drains
- 3) That quotations continue to be sought to resolve the problems with the heating and large hall kitchen worktop. When received these to be brought to Council for consideration prior to work commencing.
- 4) That the Clerk continues to work on the boundary and Land Registry issue on the allotments
- 5) That the Clerk works on reclaiming vat.
- 6) That the Clerk, Community Development Officer and other staff continue to work on the projects outlined in the report
- 7) That all policies, procedures and work plans mentioned in the report be reviewed as indicated

*It is noted that in all cases, the Clerk will work to keep expenditure to a minimum and within budget and spending limits.*

#### **Councillor B Tipping joined the meeting**

#### **FORTHCOMING MEETINGS**

WHAT	WHERE	WHEN	NOTES:
DCC – Parish & Town Council Liaison Forum	Members Room, County Hall, Matlock	Thursday 23 June 2011 6pm-8pm	Rearrangement of previously postponed meeting.

**NOTE: Cllrs D Barker and D Jones will be attending**

#### **TRAINING SESSIONS:**

Code of Conduct training: appendix 3

In the past, Derbyshire Dales District Council have arranged training for parish and town councillors on the Code of Conduct. Council members have been asked to consider whether they will require this training and if so, suggest timing, location and format.

**Resolved that the Clerk reply to the consultation, stating that some Council members (namely the new Councillors) felt that Code of Conduct training would be of value. They preferred that the sessions be held in the evening and suggested that as, in the past, the Town Hall would be ideal. If possible the content of the meeting to include advice on the new ways of working when the Standards Board ceases.**

WHAT	WHERE	WHEN	NOTES:
Local Council Advisory Service Seminar	Various venues	Various dates	One guaranteed place; additional guests £30.00 Buffet lunch included.
Items for discussion: Accident and Claims Review; Open Spaces (responsibilities); Managing Events Safely; Risk Management Process			

**Noted**

***Cllr D Jones asked for an email copy of the venues***

**DERBYSHIRE ASSOCIATION OF LOCAL COUNCILS - CIRCULARS**

Circular 21	Accounts and Audit (England) Regulations 2011; Abolition of the Audit Commission; Vat; Practitioner's Guide; Legislative Reform Order – Electronic Payments; Vacancies; Training
Circular 22	Abolition of the Default Retirement Age update; Vacancies; Training
Circular 23	East Midlands Allotments Officers' Forum; Vacancies; Training
Circular 24	NALC Legal Briefing – Future Standards of Conduct of Members of Local Authorities in England
Circular 25	Landfill Communities Fund Grants; End of Aggregates Levy Fund; Vacancies
Circular 26	Digital Switchover and help scheme; Vacancies
Circular 27	Training Circular – Training course for Chairmen and other prospective Chairmen
Circular 28	Revised first edition of 'Standing Orders for Local Councils'
Circular 29	Sport England-Protecting Playing Fields; Human Resources Consultancy; Vacancies; Training reminders
Circular 30	Election for DALC Executive Committee 2011-2015; Training reminders

**Noted****CONSULTATIONS**

CONSULTATION	DEADLINE	NOTES:
Peak District National Park Authority – Management Plan	Friday 1 July 2011	Complete on-line <a href="http://www.peakdistrict.gov.uk/nmpmconsultation">www.peakdistrict.gov.uk/nmpmconsultation</a>

**Noted****LETTERS RECEIVED**

ITEM	DATE	CORRESPONDENT	SUBJECT
01	10/3/11	DCC	Winter Service – Emergency Snow Clearing
02	24/3/11	Fairplay	Spring Newsletter
03	31/3/11	Centrica	Notice of Availability (2010 Annual Report) and Voting Form
04	28/3/11	DDDC	Introduction of charges for issuing temporary road closure notices
05	22/3/11	DCC	DCC Review of Public Transport Subsidies
06	30/3/11	Derwent Valley Mills Partnership	Promotional DVD
<i>Cllr D Jones requested a copy of the DVD which was supplied</i>			
07	1/4/11	DCC	SACRE Annual Report 2009/10
08	1/4/11	St Mary's Catholic High School, Chesterfield	Work Experience Programme
09	30/3/11	Lloyds Banking Group	Notice of AGM and 2010 Annual Report and Voting Form

10	8/4/11	DCC	Temporary Road Closure, Matlock Bridge, Crown Sq 16/4 - 20/4
11	13/4/11	WFAS	Grassed Area Opposite Plot 14
12	1/4/11	DCC	Local Government Pension Scheme – Employers' Newsletter no: 81
13	14/4/11	DCC	Footpath from Hurst Rise to the Games Area adjacent to Hurst Rise – Modification Order 2009
14	18/4/11	DCC	Temporary Road Closure, Old Hackney Lane, Darley Dale 25/4/11-16/5/11
15	18/4/11	DCC	Temporary Road Closure, Rutland St, Matlock 02/5/11 – 13/5/11
16	20/4/11	DCC	Flood Risk Assessment acknowledgement of recent response
17	3/5/11	Brian Wood –Internal Auditor	Confirmation of Internal Audit of Accounts for 2010/2011
18	3/5/11	P Leigh, Environmental Services, DCC	Correspondence regarding Statue/Fountain in Crown Square
19	16/5/11	Darley Dale Town Council	Agenda for Annual Town Meeting and Council on 19 <sup>th</sup> May 2011 at 7pm
20	16/5/11	Matlock Station Improvement Group	Notes of meeting of Tuesday 12 April 2011
21	15/5/11	Rural Action Derbyshire	Spring 2011 Newsletter
22	17/5/11	DDDC	Register of Interests and other matters
23	18/5/11	Rural Action Derbyshire	Newsletter - The Playing Field
24	24/5/11	Local Resident	Concerns over Beech Hedge maintenance at Chesterfield Road Allotments
25	26/05/11	Derbyshire Fire & Rescue Service	Outcome on review of emergency cover across the County

The meeting closed at 8.20pm

S. C. Smith.

Susan Smith  
Town Clerk

Chairman: .....

Date: .....

**Susan Smith**  
Town Clerk, Matlock Town Council

Phone: 01629 583042  
Fax: 01629 580174  
Email: enquiries@matlock.gov.uk  
Website: www.matlock.gov.uk

c/o Matlock Town Council  
Imperial Rooms  
Imperial Road  
MATLOCK  
Derbyshire DE4 3NL



## MATLOCK IN BLOOM

NOTES FROM A MEETING HELD ON MONDAY  
AT 6PM IN THE SMALL HALL OF THE IMPERIAL ROOMS.

Present: Barry Hopkinson (Chair), Tottie Holden, Sue Greatorex, Martin Burfoot, , Anne Hall, Bill Quinlan, and Paul Jennings

Apologies: Cate Hopkinson, Ann Elliott, Dorothy Rosser, Lyn Petch, Paddy Petch, Sue Burfoot and Francis Nutt

	Action:
<b>ACTION FOR MATLOCK IN BLOOM</b>	
<ul style="list-style-type: none"> <li>Encourage local businesses participation in MIB – a targeted letter has been sent to local businesses. MIB members will personally visit each business to follow-up (It was felt that it would be helpful to have a list of those business which have been approached / agreed to take Hanging Baskets this year)</li> </ul>	Committee Members
<ul style="list-style-type: none"> <li>Bulb Planting – MB and AE to provide additional information.</li> </ul>	AE,MB
<ul style="list-style-type: none"> <li>Recruitment of New Members – recruitment poster to be displayed in Imperial Rooms.</li> </ul>	PJ
<ul style="list-style-type: none"> <li>Martin Burfoot nominated and elected as Vice Chair.</li> </ul>	
<ul style="list-style-type: none"> <li>Plant Swap was very successful. Next year, event will follow amended format 10-12 plant swap, 12pm onwards.. plant sale. Article will be published in Matlock Mercury (MM) regarding the Plant Swap, copy to be included in portfolio.</li> </ul>	PJ
<ul style="list-style-type: none"> <li>AH/SG sending a letter to MM thanking all participants in Plant Swap and also announcing it to be a yearly event going forward.</li> </ul>	AH/SG
<ul style="list-style-type: none"> <li>SG will be answering the letter in MM regarding litter in Matlock</li> </ul>	SG
<ul style="list-style-type: none"> <li>Litter pick – 15th June at 7pm. Event to be registered with Keep Britain Tidy Campaign – expect approx 20+ volunteers.</li> </ul>	PJ
<ul style="list-style-type: none"> <li>Judges – Panels to be decided at next meeting</li> </ul>	

<p><b>ACTION FOR THIS YEAR'S EAST MIDLANDS IN BLOOM</b></p> <p><b>A</b></p> <ul style="list-style-type: none"> <li>• BH and other member to undertake a quick visit to Presentation Sisters to view site before EMIB judging.</li> <li>• Saint Giles may have a number of wildflowers in the spring, a photo is required to be added to this year's portfolio.</li> </ul> <p><b>B</b></p> <ul style="list-style-type: none"> <li>• Town Centre – still underway, street furniture and planters on order, awaiting delivery.</li> <li>• Schools – Local schools to be contacted regarding entry in EMiB, especially with. Letter to be sent to St Giles and All Saints regarding Digital Photo Competition and Painting Competition</li> </ul> <p><b>C</b></p> <ul style="list-style-type: none"> <li>• Local press involvement –Committee members continue to provide updates to Mercury.</li> <li>• Increase publicity – Sign to be displayed outside Imperial Rooms on week of MIB meetings and during judging period.</li> <li>• Draft “window stickers” agreed and will be sent to all MIB competition entrants.</li> </ul>	PJ
<p><b>OTHER PROJECTS</b></p> <ul style="list-style-type: none"> <li>• No further update from Kate Hirst (Matlock Army Cadets) regarding progress on flower bed project.</li> <li>• Fund raising day at All Saints confirmed for 25/6/11</li> <li>• Consideration to be given to approaching DDDC/MTC regarding the planting in front of the car park (Spa Villas) adjacent to bus station. Could limited planting be undertaken in gravelled front area, following theme of planting at bus station exit.</li> <li>• MB commented that planters do not have enough height, consideration to adding plants in the centre.</li> <li>• MB would like to recommend that MTC investigate allowing working parties to work on planters and other areas of MTC maintained land.</li> </ul>	
<p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>Date of next meeting: Monday 20 June at 6pm Small Hall Imperial Rooms</b></p>	

*Paul Jennings*  
Paul Jennings, Administration Assistant

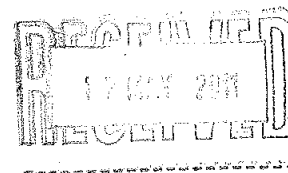
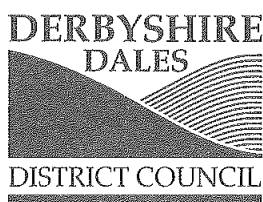


## INVOICES - as at 27 May 2011



Name	Total Due	Details	Minute Number	Order Number	Budget Account	Budget Heading	Cheque No:
<b>PAID IN ADVANCE OF MEETING (authorised by Delegated Powers):</b>							
Wm Twigg	£9.97	Preserver gate - Denefields	39/11	83	28	Outdoor Activities Cost - Open Spaces	6282
AON	£4,220.23	Insurance renewal	239/11	84	20	Administration Costs - Insurance	6295
<b>Total:</b>	<b>£4,230.20</b>						
<b>TO BE PAID:</b>							
RHQ Mercian	£15.50	Wreath for Annual Pilgrimage	85/10	95	23	Admin Costs - Mayor's Allowance	6296
Peak Support	£537.07	USB Hard Drive/Hosting	85/10 216/11	71, 72	22	Administration Costs - Office Expenses Incl Computer Contracs	6297
Matlock Design & Print	£38.50	Matlock in Bloom Banner	85/10	96	30	Outdoor Activities Cost - MIB/EMIB, plant bulbs & Trees	6298
Brian Wood	£112.50	Internal Audit 2011	215/11	97	18	Administration Costs - Audit Costs	6299
Viking Direct	£106.24	Office Supplies	85/10	98	22	Administration Costs - Office Expenses Incl Computer Contracs	6300
Johnston Publishing Ltd	£420.76	Annual Town Meeting Notice/Farmers Market Advert	85/10	99/105	27/36	Administration Costs - Town Newsletter & Publication/Outdoor Activities Costs - Famers Market	6301
Midland Printers	£128.51	Bank in the Park Leaflets	85/10	100	27	Administration Costs - Town Newsletter & Publication	6302
Mr H Furniss	£105.30	Vehicle Mileage	85/10	101	31	Outdoor Act Cost - Vehicle Costs	6303

Daisy Communications	£114.28	Computer Contacts	85/10	102	22	Administration Costs - Office Expenses Incl Computer Contracs	6304
Mr C Turton	£102.70	Vehicle Mileage	85/10	103	31	Outdoor Act Cost - Vehicle Costs	6305
William Twigg (Matlock)Ltd	£31.68	Basin Taps	85/10	104	12	Operating Costs - Imp Rms Maintenance	6306
Petty Cash	£79.60	Petty Cash					6309
<b>Total:</b>	<b>£1,792.64</b>						
<b>REGULAR PAYMENTS MADE IN PREVIOUS MONTH:</b>							
Staff Wages	£7,861.74	Monthly/Weekly wages	42/10	tbc	41	Staff Cost	Autopay
Business Partner	£379.17	Monthly Van Lease	107/10	tbc	31	Outdoor Activites Cost	Direct Debit
Inland Revenue/NI	£1,775.60	Monthly payment	42/10	tbc	42	Employers NI	6308
DCC - Pensions	£2,509.01	Monthly payment	42/10	tbc	43	Employers Pension Contribution	6307
Business Rates	£714.00	Monthly payment	85/10	tbc	13	Operating Cost	Direct Debit
Opus Telecom	£73.37	Monthly	85/10	tbc	13	Operating Cost	Direct Debit
Silktide	£60.00	Monthly payment	85/10	tbc	13	Outdoor Activites Cost	Direct Debit
Sainsburys Fuel Card	£150.01	Monthly payment	85/10	tbc	31	Outdoor Activites Cost	Direct Debit
<b>Total:</b>	<b>£13,522.90</b>						



To Clerks to Parish and Town Councils  
in the Derbyshire Dales

Please ask Sandra Lamb  
for:  
Direct Dial No 01629 761281  
Fax No 01629 761307  
Your Ref.  
My Ref.  
E-mail sandra.lamb@derbyshiredales.gov.uk

12 May 2011

Dear Clerk

### Register of Interests and other matters

Now that the election is over, most of you will have sufficient members on your parish or town council to begin business anew. The results of the election are attached.

All new Members will need to complete their Register of Financial and Other Interest form, a template copy of which was sent to you previously. As the District's Monitoring Officer, I need to hold a duplicate copy of your Council's Register. Please arrange to send copies to me at your earliest convenience. I do not require copies of the Declarations of Acceptance of Office.

In the past I have arranged training for parish and town councillors on the Code of Conduct and ethics generally. I am currently considering how best to proceed with the new councils of 2011 and would welcome your input please. Previously, the sessions have been held in locations to the north, central and southern parts of the district on a weekday evening. Unfortunately, the sessions were poorly attended.

You could assist me greatly in deciding how to proceed by answering my first question which is - Does your Council require training on the Code of Conduct? If yes, perhaps your Council has suggestions on the timing, location and format of the training, which may help it to be a more productive event.

I look forward to receiving your views in due course.

Yours sincerely

**Sandra Lamb**  
Head of Democratic Services

**David Wheatcroft D.L., B.A., C.P.F.A., A.C.I.S., F.R.S.A., M.C.M.I. Chief Executive**  
Town Hall, MATLOCK, Derbyshire. DE4 3NN  
For general enquiries telephone 01629 761100 or visit [www.derbyshiredales.gov.uk](http://www.derbyshiredales.gov.uk)

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