



Imperial Rooms
Imperial Road
Matlock
Derbyshire DE4 3NL



Mayor 2011-2012
Councillor Barry Hopkinson
01629 583562

Telephone 01629 583042
Email townclerk@matlock.gov.uk
Website www.matlock.gov.uk

Town Clerk
Susan Smith

Minutes of a meeting of Matlock Town Council held on Monday 21 November 2011 at 7.00 pm in the Imperial Rooms.

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

Also Present: 5 Members of the public
Liz Partington, Emergency Planning, Derbyshire County Council

In Attendance: Susan Smith (Town Clerk)
Catherine Rawas (Community Development Officer)

391/11 APOLOGIES

Cllrs: P Wildgoose (work commitment), S Cowley (personal commitment)

392/11 VARIATION OF ORDER OF BUSINESS

It was agreed to take agenda items in the following order:

4 a, b, c and d	<i>Public Participation</i>
24	<i>Community Resilience</i>
17	<i>Community Development Report</i>
18	<i>Matlock WiFi</i>
20	<i>Chesterfield Road Allotments</i>
5	<i>Mayor's Announcements</i>

393/11 DECLARATIONS OF INTEREST

COUNCILLOR	ITEM	TYPE OF INTEREST	NATURE OF INTEREST
G Stevens S Burfoot B Hopkinson D Barker	Agenda item 15 – Matlock Eaubonne Twinning Asscn	PERSONAL	Member of group (Dispensation given)
A Elliott	Agenda item 20 – Chesterfield Road Allotments	PERSONAL	On the board of Dales Housing
S Flitter	Agenda item 24 – Community Resilience	PERSONAL	DCC member
	Agenda item 27 – Derbyshire Fire and Rescue Budget Consultation	PREJUDICIAL, LEAVING MEETING	Member of Fire Authority and on the Budget Committee

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

394/11 a) PUBLIC SPEAKING

NAME:	QUESTION OR COMMENT	ACTION TAKEN:
V Wheeldon & I Yarnell	Chesterfield Road Allotments, Trees restricting light to plot	<i>The condition of the trees is to be discussed under agenda item 20 – a response will be given at that time.</i>
A MacPherson	Chesterfield Road Allotments, Trees adjacent to property require attention	-ditto-
F Mak	Chesterfield Road Allotments – It appears that people at the same address have individual plots on the site, surely, considering the long waiting list, this isn't fair.	<i>The waiting list is to be discussed under agenda item 20 – a response will be given at that time.</i>

b) POLICE MATTERS – None**c) REPRESENTATIONS OR EVIDENCE FROM MEMBERS DECLARING A PREJUDICIAL INTEREST – None****d) VISITING SPEAKER**

Liz Partington from Emergency Planning, Derbyshire County Council spoke about the Community Response Plan and the new Community Resilience document that had been issued.

The meeting was re-opened.

395/11 COMMUNITY RESILIENCE – document supplied separately

Derbyshire County Council has supplied a condensed version of the Community Response Plan for completion.

Resolved that the Community Resilience document supplied be submitted to Derbyshire County Council. It should be ensured that someone is available to deputise for the Clerk should she be unavailable.

396/11 COMMUNITY DEVELOPMENT REPORT

Catherine Rawas, Community Development Officer, gave a verbal report to Council:

Food Court (Christmas Weekend)

It had been decided this year, not to invite a 'continental' market, to attend the weekend but to organise a local food court. 6 of the Farmers' Market traders were attending and there would be 1 new trader who it was hoped would join the regular monthly Farmers' Market.

Farmers' Market

The recent Farmers' Market saw 3 of the new Gazebos used outside. It was a busy market and the traders appeared pleased with its new feel. It is the intention to have this more visible presence at future markets.

The Council had been asked by the organisers of the Ice Skating event on Hall Leys Park to move the market across on the Saturday morning. 2 days notice had been given. As more time would have been required to contact traders, organise risk evaluation etc the offer was declined on this occasion.

Matlock Partnership

The two directors had indicated that they wished to resign and whilst the Partnership was an independent entity, it was felt that the Council would not wish to see it dissolve. Action had been taken to identify a 'caretaker director' who it was understood would be signing shortly.

Matlock WiFi

The location of the WiFi router for Hall Leys Park is still posing problems. Various options have been explored but advice was sought from Council as to the way forward.

Resolved that Council endorse the decision made not to move the Farmers' Market but hope to be able to support requests such as this in the future should adequate time be given. The Community Development report was noted.

397/11 MATLOCK WIFI

The Council to consider the location of the WiFi router for Hall Leys Park

Resolved that the discussion with regards to the location of the WiFi router in the park is left until January or February with a view to implimentation in the Spring. The use of the new Toilet Block be explored.

398/11 CHESTERFIELD ROAD ALLOTMENTS – appendix 6

The Clerk reported on current issues:

- a) **Car Park – action to be taken with regards to an illegally parked, untaxed vehicle on Town Council land**
Resolved that Derbyshire Dales District Council be approached as it was understood that they had the appropriate power to remove abandoned vehicles. DVLC could find the registered keeper if required.
- b) **Dry stone walls – action to be taken with regards to required repairs to dry stone walls at several locations on the site**
Resolved that Cllrs B Hopkinson and D Barker assess their condition and report back (a member of the Dry Stone Walling Association also be invited to attend and advise if thought relevant)
- c) **Trees, Victoria Court Boundary – action to be taken with regards to the trees on the boundary which overshadow 3 plots, restricting cultivation of the plots.**
Resolved that the Clerk write to Jackie Allen (CEO, Dales Housing) asking that consideration be given to doing the work to the trees
- d) **Trees, Springfield Rise Boundary – action to be taken with regards to 3 tree which are very close to a property in Springfield Rise**
Resolved that Cllrs B Hopkinson and D Barker look at the trees in question and that quotations be sought for the work suggested. Quotations for the work to be done should be submitted to Council in the usual manner.
- e) **Wildlife Plot and adjacent boundary – action to be taken with regards to the condition and appearance of the bottom boundary of the Wildlife Plot when viewed from a neighbouring property**
Resolved that Cllrs B Hopkinson and D Barker visit the resident, seeking a solution.

- f) **Bee Keeping** – *action to be taken should a request be received with regards to keeping bees on the site*

Resolved that the Clerk seek the views of the Wellfield Allotment Association, should the proposal be acceptable, guidelines and a policy should be submitted for Council discussion prior to implementation.

399/11 MAYOR'S ANNOUNCEMENTS

11/11/11 Remembrance Service, Park Head, Matlock

13/11/11 Remembrance Services at Pic Tor, Starkholmes and Matlock Town Centre

14/11/11 Remembrance Service at Castle View School

400/11 TO NOTE DELEGATED PLANNING APPLICATIONS AND THEIR RESPONSES – (*appendix 1*) Resolved to note the above

401/11 TO RECEIVE RECENT DECISIONS AND LETTERS RECEIVED ON PLANNING MATTERS RECEIVED FROM DERBYSHIRE DALES DISTRICT COUNCIL– *appendix 2*

A list of decision recently made by Derbyshire Dales District Council on which the Council has been consulted is displayed on the noticeboard at the Imperial Rooms and on the website (www.matlock.gov.uk)

Resolved to note the above

402/11 MINUTES OF THE LAST MEETING

To approve the minutes of the meeting of Matlock Town Council held on Monday 7 November 2011

Resolved that the minutes of the meeting of Matlock Town Council held on Monday 7 November 2011 be approved. The chair to sign the minutes of the meeting.

Work in Progress

384/11 – Works to Wishingstone Way Trees

The staff to inform Cllr Tipping when a date has been received for the work.

387/11 – Winter Services

The Clerk informed members that the Town Council owned grit bins had now received their first fill. 2 of the bins were not at their usual locations and would be filled next time should they be in position.

390/11 – Town Leaflet

Cllr Stevens informed the meeting that Matlock had been the first of the Towns to receive a Town leaflet (Matlock Parks), however it was acknowledged that this leaflet was not a mini guide as had been stated.

403/11 TO RECEIVE THE UNAPPROVED MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 7 NOVEMBER 2011 – *appendix 3*

Resolved to receive the unapproved minutes of the Finance and Audit committee meeting held on Monday 7 November 2011

404/11 TO APPROVE THE RECOMMENDATIONS OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD ON MONDAY 7 NOVEMBER 2011 (*excluding consideration of the budget*)

Resolved to approve the recommendations of the Finance and Audit Committee meeting held on Monday 7 November 2011 (*excluding consideration of the budget*)

405/11 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK WHO ATTENDED TRAINING ON NEIGHBOURHOOD PLANNING ON WEDNESDAY 9 NOVEMBER 2011 (*appendix 5 and separate document*)

The Clerk explained the outcome of the training session as outlined in her report and stated that there would be a further training session in the spring.

The report was NOTED.

406/11 VICTORIAN MATLOCK CHRISTMAS WEEKEND (2, 3, 4 DECEMBER 2011)

Cllr Geoff Stevens, Chair of the Joint Christmas Committee outlined arrangements for the forthcoming event.

The report was NOTED.

407/11 TO CONSIDER PAYMENT OF COMMUNITY GRANTS TO THE FOLLOWING:

GROUP OR ORGANISATION	AMOUNT REQUESTED
Relate – Chesterfield	£500.00
Resolved that a grant of £500.00 be given to Relate, Chesterfield (<i>SF abstained</i>)	
Matlock Eaubonne Twinning Asscn	£500.00
Resolved that a grant of £500 be given to the Matlock Eaubonne Twinning Association (<i>SF and CW abstained</i>)	
Matlock Fairtrade Group	£150.00
Resolved that a grant of £150.00 be given to the Matlock Fairtrade Group	

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.

(Account: Cost Centre 6, Code 16 Budget remaining as at 14 November 2011: £4,716.00

Powers used: 'Free Resource' – Local Government Act 1972, S.137)

408/11 BUDGET 2012-13 – appendix 4

Council to consider budget proposals for the forthcoming financial year.

Resolved:

- That the precept to be requested from Derbyshire Dales District Council is £264,036.00, an increase of 2% for the financial year 2012-13.**
- That a press release be distributed in the Spring, explaining that whilst the precept is increasing by 2% there will be no increase in the cost to a Band D property.** (*Provided that this can be ascertained when the final Tax Base figures are available in January*)
- That the proposed budget, as indicated, be approved. A review will take place in the next financial year once year-end figures are available.**

409/11 WORK TO WILD THYME AND HILLSIDE GARDENS

Cllr D Barker

To consider enhancement work to the above gardens prior to the Spring.

Resolved:

- That the paths at Wild Thyme be refurbished. The Clerk to report expenditure to a future meeting.**
- That the hedge at Hillside be cut back at a suitable time – February/March (once the berries had been removed by birds, but before the nesting season)**
- That once the Matlock in Bloom Committee had proposals for the Hillside site, they be submitted to the Council for discussion prior to any work**

Cllr D Jones left the meeting at 9.15pm**410/11 OLD MATLOCK DRAFT CONSERVATION AREA APPRAISAL – appendix 7**

To consider a response, if any, to the consultation

- a) *The stone in Knowleston Place gardens is said in the appraisal to be a memorial to John Knowles, however it records that John Knowles gave gas light to Matlock Green and used to stand where the bus shelter is now.*
- b) *The houses in Stoney Way were not built in the 1950's they are pre-war.*
- c) *It is stated that Pic Tor can be seen from Matlock and the surrounding area however it is not visible because of trees.*

Resolved that the above, minor points, are submitted to Derbyshire Dales District Council in response to their consultation.

411/11 DELEGATION OF FINANCE TO THE CLERK AND MEMBER TREASURER/ MAYOR DUE TO THERE BEING NO FINANCE MEETINGS UNTIL 6 FEBRUARY 2012

Resolved that the Clerk and Member Treasurer / Mayor be delegated to authorise finance in the absence of meetings.

412/11 POST OFFICE TREE/SEAT – document supplied separately

To consider the way forward following documents received from Derbyshire County Council.

The Council had been asked by Derbyshire County Council to consider 2 documents containing conditions which the Council would have to accept should the licence be granted. If the Council could/did not wish to accept these conditions, DCC would prefer to know at this stage in order to avoid any unnecessary work. There were no problems with the circular seat, just with the tree.

Resolved:

- a) **That the Council inform Derbyshire County Council not to continue with the licence in its current form.**
- b) **That Matlock Civic Association are informed and the item discussed at the next meeting of the Community Working Party.**

413/11 LITTER BIN – STARKHOLMES

To consider provision of a litter bin at the bus shelter, Starkholmes

Resolved that this Council provide a small litter bin inside the White Tor Road bus shelter. The resident will empty the bin. Should the bin not be emptied by the residents, it will be removed.

414/11 OLYMPIC TORCH RELAY 2012 – appendix 8

- a) To consider whether this Council wishes to sign the non-disclosure agreement with LOCOG in order to obtain further information regarding the Torch Relay
- b) To consider whether this Council wishes to be involved in planning of activities or promotion. Restrictions will apply.

Resolved:

- a) **The Council signs the non-disclosure agreement with LOCOG**
- b) **The Council is involved in the planning of activities and promotion within Matlock.**

Cllr S Flitter left the meeting at 9.30pm

415/11 DERBYSHIRE FIRE AND RESCUE SERVICE – BUDGET CONSULTATION

The Service is currently going through a period of unprecedented change. The government’s spending review has resulted in a forecasted reduction of 25% in funding from April 2011-15. The Council to consider whether they wish to take part in the budget consultation.

Resolved that the Council takes part in the Consultation. The Mayor and Clerk to work on the response.

416/11 REVIEW OF POLLING DISTRICTS, PLACES AND STATIONS 2011

Resolved that in view of further information received (via DDDC Council Members) this Council welcomes the principle of the re-determined polling districts but requires further detail. Houses in Upland Drive need to be in Darley Dale and not Matlock.

417/11 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 in view of the confidential nature of the business to be transacted, members of the press and public be asked to leave the meeting.

418/11 THE FOLLOWING ITEMS WILL BE CONSIDERED UNDER CONFIDENTIAL SESSION – documents supplied separately

1	Section 106 – information received from Derbyshire Dales District Council
Resolved that the proposal be accepted, however it should be noted that the Council would prefer 10 planters not 8 as mentioned.	
2	Planters on Derwent Way – consideration of tenders received
Resolved that the tender provided by Premier 1 be accepted.	

The meeting closed at 9.45pm

S. C. Smith.

Susan Smith
Town Clerk

Chairman:

Date:

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DELEGATED PLANNING:**PLANNING APPLICATIONS RECEIVED:**

01	T/11/00084/TPO	Works to trees subject to a Tree Preservation Order at 21 Highfield Drive, Matlock	Barrie Tipping Please respond by 24/10/11
BT: No objection			

02	11/00753/FUL	Erection of balcony at The Coach House Chesterfield Road Matlock	Sue Burfoot & Peter Wildgoose Please respond by 7/11/11
SB: No Comment PW: No Comment			
03	11/00780/FUL	Two storey extension and alterations at 6 Upland Drive Matlock	David Barker & David Jones Please respond by 7/11/11
DB: No Comment DJ: No Comment			
04	11/00742/OUT	Residential development (outline) at Land Off Moorcroft Chesterfield Road	Geoff Stevens & Ann Elliot Moved to full council
<p>Full Council: Objection</p> <p>Building on greenbelt – the development is not in the settlement framework boundary of Matlock.</p> <p>Overdevelopment of the site - number properties on this site is deemed to be far too excessive and will not be in keeping with properties already there.</p> <p>Several letters of representation have been received and it is understood that Derbyshire Dales District Council have copies. All their points are relevant and, as usual, should be taken into consideration.</p>			
05	11/00782/FUL	Ground floor extension at 21 Henry Avenue Matlock	Sue Burfoot & Peter Wildgoose Please respond by 7/11/11
SB: No Comment PW: No Comment			

06	11/00769/FUL	Erection of dwelling, 112 Dale Road, Matlock, Derbyshire, DE4 3PP	David Barker and David Jones Please respond by 14/11/11
	DB: DJ:		
07	11/00779/FUL	Change of use from retail (Use Class A1) to offices (Use Class B1), Unit 2 Ritz building, Matlock, Derbyshire, DE4 3AR	Barry Hopkinson Please respond by 14/11/11
	BH: No Objection		
08	11/00763/FUL	Change of use of premises from industrial to children's' indoor play centre, 26 Firs Parade, Matlock Derbyshire DE4 3AS	Sue Burfoot and Peter Wildgoose Please respond by 14/11/11
	SB: No Objection PW:		

LETTERS RECEIVED ON PLANNING MATTERS

(amended plans, site visits, appeals)

GENERAL:

NO:	CORRESPONDENT	SUBJECT	NOTES
01	DDDC	11/00700/REM - Erection of 5 dwellings - approval of reserved matters to outline permission 08/ 00590/OUT Land North of Lowe Electronics Chesterfield Rd	Amended Plans
02	DDDC	11/ 00714/FUL - Two Storey rear extension, Littlemoor Farm, Littlemoor Lane, Riber, Matlock	Amended Plans
03	DDDC	11/00669/FUL - Erection of detached double garage and conversion and extension of existing garage to ancillary living accommodation, Papendrecht, Smedley Street, Matlock	Amended Plans
04	DDDC	11/00763/FUL - Change of use of premises from industrial to children's' indoor play centre, 26 Firs Parade, Matlock Derbyshire DE4 3AS	Amended Plans

SITE VISITS:

NO:	CORRESPONDENT	SUBJECT	NOTES
01	DDDC	11/00654/FUL - Single storey rear extension at 22 Highfield Drive Matlock	Site Visit 1/11/11

**TO RECEIVE RECENT DECISIONS MADE BY DERBYSHIRE DALES DISTRICT:
Prior to meeting on 21 November 2011**

NO:	APPLICATION NO:	PROPOSED DEVELOPMENT	DECISION
01	11/00580/FUL	Reinstatement of existing pond at Pond East Of Beech House Lumsdale	Granted with Conditions
02	11/00622/FUL	Conversion of redundant farm buildings and shop to form 2 holiday units Hearthstone Farm Riber	Granted with Conditions
03	11/00664/FUL	Single storey extension at 6 Pond Cottages Upper Lumsdale Matlock	Granted with Conditions
04	T/11/00078/TCA	Works to trees in the Conservation Area of Lumsdale at 2 The Terrace, Upper Lumsdale, Matlock	No Objections
05	11/00534/FUL	Conversion from offices to three, 3-bedroom dwellings and one 5-bedroom dwelling with associated parking and single storey rear extension, 112-118 Dale Road, Matlock	Granted with Conditions
06	11/00533/FUL	Change of use of first floor to 4 no. apartments at 2 Dale Road	Granted with Conditions
07	11/00762/DEM	Demolition Prior Notification Demolition of Swimming Baths at Matlock Lido	Prior approval not required
08	11/00700/REM	Erection of 5 dwellings – approval of reserved matters to outline permission 08/00590/OUT, Land North of Lowe Electronics, Chesterfield Road, Matlock	Granted with Conditions
09	11/00669/FUL	Erection of detached double garage and conversion and extension of existing garage to ancillary living accommodation, Papendrecht, Smedley Street, Matlock	Granted with Conditions
10	11/00712/FUL	Erection of two dwellings (modifications to previously approved scheme 08/00129/FUL) at Rushley House 34 Edge Road	Refused
11	11/00714/FUL	Two Storey rear extension, Littlemoor Farm, Littlemoor Lane, Riber, Matlock	Granted with Conditions



Mayor 2011-2012
Councillor Barry Hopkinson
01629 56822

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Town Clerk
Susan Smith

MEETING OF: FINANCE AND AUDIT

DATE: MONDAY 7 NOVEMBER 2011

PRESENT: Chair: Cllr David Barker
Cllrs: David Jones

APOLOGIES: Cllrs Scott Cowley (Prior Commitments)
Barrie Tipping (Personal Commitments)

VARIATION OF ORDER OF BUSINESS: None

DECLARATIONS OF INTEREST: None

PUBLIC SPEAKING: 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 August 2011.

The Chair to sign the minutes of the last meeting

Resolved: to approve the minutes of the Finance and Audit meeting held on Monday 1 August 2011

REVIEW OF INVOICES DUE FOR PAYMENT – *as supplied with Council minutes*

To be checked against minute number and budget code

Resolved: to approve the invoices due for payment

REVIEW OF BANK RECONCILIATION REPORT - *as supplied by email, hard copy will be supplied at meeting*

Resolved: to approve the bank reconciliation report

REVIEW OF MONTHLY ACCOUNTS AGAINST BUDGET – *as supplied by email, hard copy will be supplied at meeting*

Resolved: to approve the monthly accounts against budget

BUDGET 2012-13 – *budget documents appended*

Resolved:

- a) to increase the precept by 2%, a statement to be released stating that there will be no increase to tax band D property's with the precept increase
- b) to move grit from cost centre 29 street furniture & maintenance to cost centre 33 other environmental expenses

- c) amendments to the budget worksheet for 2012/13 to be taken to the full council meeting on Monday 21st November for their consideration.
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RECOMMENDATIONS TO COUNCIL:

That the above recommendations be approved

MEETING OPENED: 6.00pm **MEETING CLOSED:** 6.50pm

DATE OF NEXT MEETING: 6 February 2012

MATLOCK TOWN COUNCIL - BUDGET						
	<i>Budget 2011-12</i>	<i>ANTICIPATED</i>			<i>Notes</i>	<i>PROPOSED Budget 2012-13</i>
		<i>Fixed 2011-12</i>	<i>Variable 2011-12</i>	<i>Total 2011-12</i>		
INCOME						
1 PRECEPT						
1 Precept	258,859		258,859	258,859		264,036
2 COMMUNITY RECEIPTS						
2 Imperial Rooms Sales	43,000		41,000	41,000		40,000
3 Town Trail book sales	500		0	0		0
Total COMMUNITY RECEIPTS	43,500	0	41,000	41,000		40,000
3 ADMINISTRATION RECEIPTS						
4 Bank Interest & Shares	500		380	380		350
5 Miscellaneous Income	0		500	500		500
6 External Funding	0	565		565		565
Total ADMINISTRATION RECEIPTS	500	565	880	1,445		1,415
4 OUTDOOR ACTIVITIES RECEIPTS						
7 Allotment Rents	1,179		1,233	1,233	Includes promised increase	1,260
8 Floral Displays & Hanging Baskets	1,285		2,300	2,300		2,300
9 Farmers' Market sales	2,500		1,700	1,700	Average of 8 attendees at each market	1,600
Total OUTDOOR RECEIPTS	4,964	0	5,233	5,233		5,160
5 EVENTS						
10 Christmas Weekend	20,500		20,500	20,500	This years' budget	25,500
Total EVENTS RECEIPTS	20,500	0	20,500	20,500		25,500
Gross INCOME	328,323	565	326,472	327,037		336,111

		Budget 2011-12	ANTICIPATED			Notes	PROPOSED
			Fixed 2011-12	Variable 2011-12	Total 2011-12		Budget 2012-13
EXPENDITURE							
6	OPERATING COSTS & GRANTS						
11	Imperial Rooms Business rate	7,000	7,150		7,150		7,500
12	Imperial Rooms Maintenance	4,600	750	2,250	3,000		3,050
13	Imperial Rooms Services	12,000	9,200	2,800	12,000		12,500
14	Entertainment Licenses	650	650		650		660
15	Citizens Advice Bureau grant	1,500		1,500	1,500		1,500
16	Community Grants	6,000		6,000	6,000		6,000
17	CCTV	2,000	2,000		2,000		2,000
	Total: OPERATING COSTS & GRANTS	33,750	19,750	12,550	32,300		33,210
7	ADMINISTRATION COSTS						
18	Audit costs	1,500	1,200		1,200		1,500
19	Annual Subscriptions	1,500	1,400		1,400		1,500
20	Insurance	4,500	4,500		4,500		5,000
21	Bank Charges	1,000		750	750		750
22	Office Expenses including computer contracts	10,450	6,850	3,600	10,450	Additional funding required for new/refurbished website (£5,000)	16,450
23	Mayors Allowance	775	775		775		775
24	Conferences/Training	2,000		2,000	2,000		2,000
25	Elections	10,000	7,600		7,600		0
26	Miscellaneous expenses	350		350	350		350
27	Publications and Publicity	4,000		4,000	4,000	Re-named - to include Town Newsletter, Walks Leaflets and other publicity costs	6,000
	Total ADMINISTRATION COSTS	36,075	22,325	10,700	33,025		34,325
8	OUTDOOR ACTIVITIES COSTS						
28	Open Spaces	1,200	250	950	1,200	Refurbishment of Hillside Garden	2,000

Total EXTERNAL FUNDING COSTS						
Gross EXPENDITURE	327,939	243,475	78,250	321,725		334,785
PROFIT / LOSS	384			5,312		1,326

PRECEPT REQUIREMENT:	2011/12	2012/13	2013/14	2014/15
Estimated total net expenditure	-258,475	-262,710		
Add for: (a) Contingencies	76,981	63,020		
(b) Working Balance	40,000	40,000		
	-141,494	-159,690	0	0
Less:				
Expected balances in hand at 31 March	123,520	124,846		
Earmarked Reserves	6,155	20,500		
	117,365	104,346	0	0
TOTAL PRECEPT REQUIRED:	-258,859	264,036	0	0

2011/12 2012/13 2013/14 2014/15 Total over 4 years

EARMARKED RESERVES

Expenditure in year:

Election Costs	0			
CAB Grant	1,000			
Crown Square Street Furniture	4,655			
Tree Maintenance programme	0			
Allotments (Repairs/set up costs)	0			
Imperial Rooms - long term contingency	0			
Office systems upgrade	0			
Outdoor Machinery replacement	0			
Christmas Tree Lights replacement	0			
Street Furniture replacement	0			
Total	5,655	0	0	0

Requirement:

Election Costs	0	2,500	5,000	7,500	10,000
CAB Grant	1,500	0	0	0	1,500
Crown Square Street Furniture	4,655	0	0	0	4,655
Tree Maintenance programme	0	1,000	2,000	3,000	4,000
Allotments (Repairs/set up costs)	0	7,500	15,000	22,500	30,000
Imperial Rooms - long term contingency	0	2,000	4,000	6,000	8,000
Office systems upgrade	0	1,500	3,000	4,500	6,000
Outdoor Machinery replacement	0	2,500	5,000	7,500	10,000
Christmas Tree Lights replacement	0	1,500	3,000	4,500	6,000
Street Furniture replacement	0	2,500	5,000	7,500	10,000

Total	6,155	21,000	42,000	63,000	90,155
<i>c/f</i>	<i>500</i>				

TOTAL EARMARKED RESERVES REQUIRED

0	20,500		
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GENERAL RESERVES

Working Balance

(A sum carried forward to provide funds for making payments should there be a delay in receipt of the precept)

40,000	40,000		
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Contingencies

(Events which may occur but for which there is no certainty)

76,981	63,020		
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GENERAL RESERVES TOTAL

116,981	103,020		
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(Current advice is that these reserves should lie within the range of 3 to 12 months gross expenditure)

OVERALL TOTAL IN RESERVE:

(Total balances at end of previous year)

123,136	123,520		
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Annual Review required



Mayor 2011-2012
Councillor Barry Hopkinson
01629 583562

Imperial Rooms
Imperial Road
Matlock
Derbyshire DE4 3NL

Telephone 01629 583042
Email townclerk@matlock.gov.uk
Website www.matlock.gov.uk



Town Clerk
Susan Smith

NOT CONFIDENTIAL – For Public Release

Meeting: 21 November 2011

Report by: *Town Clerk*

NEIGHBOURHOOD PLANNING TRAINING

1. PURPOSE OF REPORT

To inform the Council of forthcoming changes in the planning structure for Town and Parish Councils following training.

A further session will take place in Spring of next year, once the Localism Bill has been adopted and further information on Neighbourhood Planning is available.

2. INFORMATION AND ANALYSIS

- Neighbourhood Plans are not mandatory; they are pro growth and cannot be used against.
- The Localism Bill will provide a new right for communities to draw up a Neighbourhood Plan.
- It must be in line with national planning policy and strategic policies of the Local Plan (Core Strategy).
- Local Authorities (DDDC) are required to provide technical advice and support.
- There will be a statutory requirement for pre-application consultation on very large schemes.
- Community Infrastructure Levy (came into force 6 April 2010 - dependent on an up-to-date development plan)
All but the smallest building projects will make a contribution towards additional infrastructure that is needed as a result of their development and by working with neighbourhoods, the local authority (DDDC) will decide what infrastructure they require. This will ensure that where a neighbourhood bears the brunt of a new development, it receives sufficient money to help it manage those impacts.
- Neighbourhood plans take precedent over the Local Plan (Core Strategy) but must be in conformity with it.

3. OFFICER COMMENT

Additional information will be available as the Localism Bill progresses, however the key principles contained within it will remain.

Further information:

www.planningportal.gov.uk

www.communities.gov.uk

www.rtpi.org.uk

www.cpre.org.uk

www.planninghelp.org.uk

www.derbyshiredales.gov.uk

www.acre.org.uk

4. FINANCIAL CONSIDERATIONS

None at present

5. RECOMMENDATION

To note the report

Signed:

S. C. Smith.

Town Clerk

Dated:

11 January 2012



Mayor 2011-2012
Councillor Barry Hopkinson
01629 583562

Imperial Rooms
Imperial Road
Matlock
Derbyshire DE4 3NL

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Town Clerk
Susan Smith

NOT CONFIDENTIAL – For Public Release

Meeting: 21 November 2011

Report by: Susan Smith, Town Clerk

ALLOTMENTS

1. PURPOSE OF REPORT

To inform Council members of matters occurring on the site since the last report was made in July. Action points from the last report are attached for reference.

2. OFFICER COMMENT

CAR PARK

A vehicle has been parked for some time on the allotment car park. It is untaxed. The Police have been contacted and have informed us that whilst it belongs to some-one locally, it is not connected to the properties nearby. The registered owner has been approached and informed of the situation and has been advised to remove it as soon as possible, but due to the land being owned by the Town Council (private) the police can take no further action.

What action does the Council wish to take?

BOUNDARIES

The Land registry application is still pending as the Clerk has not had time to process this. It has not yet been confirmed with Derbyshire County Council as to whether they 'own' the retaining wall along the Wellfield footpath.

DRY STONE WALLS

Following a letter to Dales Housing regarding ownership of the dry-stone walls, a reply has been received which states that Dales Housing have no responsibility for the allotment boundary walls as work on them has been carried out in the past by Matlock Town Council.

It is understood that in the past a break was made in the wall in question (either by someone wishing to gain access or by the wall falling, it is uncertain as to which) and the Town Council acknowledged this route into the site by placing a sign and gravel path adjacent.

Urgent work needs to take place a several places around the site to address the fallen walls. Whilst minor breaks can be remedied 'in house' many of the walls in question are substantial and would possibly require rebuilding.

What action does the Council wish to take?

TREES

Victoria Court Boundary

Having been asked by the Council to contact the Arboricultural Officer at DDDC about what could be done to the trees overshadowing plots 1 (a&b) and 8, the following reply has been received:

‘although the allotments off Chesterfield Road are within the Matlock Bank Conservation Area, the trees at the Dales Housing properties off Springfield Rise are neither protected by a Tree Preservation Order nor situated within a Conservation Area.

Therefore, the future maintenance of these trees is essentially a neighbour issue to be resolved between the Town Council and Dales Housing.’

Dales Housing has been asked on several occasions to do work to the trees by both the Allotment Society and the Town Council but no action has been taken by them.

The allotment plots in question are becoming increasingly unworkable due to overshadowing of the trees.

What action does the Council wish to take?

Springfield Rise Boundary (on ‘plot 15’) (photos 1 and 2 attached)

A gentleman from Springfield Rise has raised concerns regarding an Ash Tree and 2 Sycamores which are in need of attention. They had some work done to them a few years ago and are now in danger of hitting the roof of the flats when it is windy.

What action does the Council wish to take on this matter?

‘BULLACES’ AREA

A recent working party on this area of the allotment site has taken place. The overall appearance is much improved. If the area is to be kept as being of value to wildlife, it will need adequate management in order that it does not become a nuisance to the residents adjacent.

It is suggested that the Groundwork Project Officer be asked to include this on the volunteer work programme.

WILDLIFE PLOT

The Groundwork Project Officer ran a working party on the wildlife area along with the Bullaces clearance (above). The area was tidied and an attempt made to clear an area adjacent to our boundary which was unkempt (*see photo 3*)

The work on this area was restricted by a dismantled greenhouse and glass, the owner of which has now been identified and steps are being taken for its removal.

Removal of the rubbish on the boundary is to take place, using both Town Council staff and the Groundwork volunteers shortly, placing any rubbish that cannot be recycled or composted in a skip which the Council provides each autumn for the allotment tenants.

MEMORIAL BENCH

The Tony Gray Memorial Bench has now been installed – *photo 4*

BEE KEEPING

The Council have been asked by an allotment tenant whether it would be permissible to keep bees on the site. Our current tenancy agreement states

‘The Tenant hereby agrees with the Council not to keep any animals or livestock of any kind other than chickens and rabbits on the allotment garden without the consent in writing of the Council. Such consent not to be unreasonably withheld’

The tenant has not yet written formally to the Council.

Should the Council give permission for the keeping of bees on the site, it would be necessary to amend the tenancy agreement for all allotment holders and write a policy to inform 'future beekeepers' of the Council rules regarding the keeping of bees on the site. A comprehensive policy has been found on-line for use if required.

What does the Council wish to inform the tenant?

WAITING LIST EVALUATION AND 'GARDEN' PLOTS

Recently the Town Council has been contacted, not only by residents wishing to have an allotment plot, but by those that have large gardens who wish to 'lend' them to people on our waiting list. There are such garden sharing schemes run across the country by various organisation, but none that we know of locally.

Whilst the Town Council could not share their waiting list with the Society (data protection), a letter has been written by them which explains a little about their associate membership scheme and offers to help put people in contact with each other.

This letter will be distributed to all those on our waiting list, along with a letter from the Council informing them of their current position on the list and giving them the option of withdrawing or remaining on it whichever is their preference. We currently have 58 people on the list, some of which will have probably moved from the area.

ALLOTMENTS REPORT

A gentleman contacted us in the summer wishing to obtain information about the provision of allotments for his Open University report. Not only did he contact the Council, but DDDC, WFAS, Transition Matlock and others. Cllr Hopkinson and the Clerk met with him and we are now in receipt of the outcome of the Matlock portion of his report - *appended*.

3. FINANCIAL CONSIDERATIONS

Dry stone walling

Work to the boundary dry stone walls is very expensive. Town Council staff can make minor repairs, but the major works that some of the walls require is outside of their scope. It may also be possible to provide/obtain funding for training of volunteers to work upon the walls with the benefits being twofold: the Council gets much of the work done and Volunteers receive skills training, assisting them in employment.

Tree work

It has become very apparent recently that the Council will require funds for works to trees all through the Town, not just on the allotments, as many that have been planted in the past (the Free Tree Scheme etc) are now reaching maturity.

Funding the work

The Council has limited funds for such work and needs to budget annually, earmarking funds as necessary, for use in future years.

Signed:

S. C. Smith.
Town Clerk

Dated:

11 January 2012

Allotments in Matlock Report for Participants -

I have extracted what I think might be helpful from my Open University report. I have done this as the OU report is long and contains a lot of jargon. Do get back to me if you want any further information.

Thank you for your help with my project.

What follows is my particular version of what you and others contributed. If I have misrepresented your views, please let me know. This report is not being published and nor is the version sent to the Open University.

This report is in three parts:- What I've learnt, Statistics, References.

What I've learnt

Figures are not clear

- it is not clear what area in hectares is devoted to allotments, as a plot is not a standard 250 sq m at any of the 4 sites, so it is hard to measure provision against a standard amount as hectares/household;
- waiting lists are not reviewed so people may be on more than one list and people are on them who may no longer be able to take, or want, allotments; indication that approx one third of the list is 'genuine' ie approx 70 waiting in Matlock for approx 80 allotment plots (of varying size);
- waiting lists may have people on them who have little clarity on what having an allotment will mean; this can mean they will fail to cultivate creating management problems and wasting both a plot and administrative time;
- figures on number of vacant plots (assumed to be zero) and turnover are hard to get as they are not held by any one organisation; this makes it difficult to advise prospective gardeners where to register and how long they might wait;

Unresolved issues on whether demand is real

- see issue about waiting lists above: do they represent demand?
- work on the Core Strategy, the planning framework for Derbyshire Dales, does acknowledge unmet demand;
- standards being proposed for the Core Strategy Districts (High Peak, Derbyshire Dales, Peak Park) appear to match current provision, despite consulting work suggesting Derbyshire Dales needs 389 more plots;
- long waiting lists may be suppressing demand; figures showing fewer people registering recently can mean either demand is dropping or people are not bothering as it will take too long;
- allotments are not promoted by the Councils which would help determine suppressed demand;

Blockers to progress

- waiting lists are not reviewed: too few resources to check them;
- there is a perception that there is no suitable land: too few resources to search for suitable land; no agreed criteria for what to look for;

- allotments have to be subsidised but are not a priority as they cater for a low percentage of the population; but there is no agreement on what an unsubsidised rent would cover, and what its level might be;

- new allotments capital costs cannot be recovered; the only figure we have to go on is the £2,000/plot from 'Where to Grow'; the author of this figure (Dr Richard Wiltshire) acknowledges its unreliability. There is the issue of the opportunity cost of using developable land for allotments - the Council forgoes Council Tax on whatever is developed there, plus, if it owns the land, a capital receipt. This suggests searches for land are limited to outside the Town Plan envelope or otherwise undevelopable land, so any rent for it is at agricultural levels, and may be recovered.

- belief that once land is allocated as allotments it can never be used for anything else; this may put off landowners offering land, but how true is this?

- promotion of allotments is not done because there are none available; but promotion, as well as helping to determine demand, can include ideas for a path to an allotment via growing in one's own garden, garden share, helping at an allotment, and other community based schemes, where new gardeners can learn if it is for them and decide better if they do want to register;

- devolution of most allotment management to parishes or allotment associations means it is hard for a prospective gardener to know where to go; in some cases you need to live in the same parish to register, in others 'nearby'. It is not clear whether pooling information about allotments across the district will help.

Statistics

Table a

Numbers	<i>Sites</i>	<i>Plots</i>	<i>Vacant Plots</i>	<i>People Waiting</i>	<i>Plots/1000 population</i>	<i>Plots/# waiting</i>	<i>Average wait years</i>
<i>National*</i>	7,000	245,000	25,131	14,000	5	18	1
<i>E Midlands region*</i>	655	30,100	4,085	407	6.9	74	
<i>Derbyshire (Excl Derby City)*</i>	68	1,800	115	92		20	
<i>Matlock^</i>	4	90	0	200	8.2	0.5	7

Table b Rents

<i>Provider</i>	<i>Rent £/plot/annum</i>
DDDC	4
Matlock TC	21
Starkholmes AA	32
Sycamore	40
National for District Councils*	27

* from 2006 study Crouch D 2006, an estimated 50% of returns from all sources of allotments.

^ current Matlock figures from my investigations

Table c Economic (ie non subsidised) Rent.

Material from MTC and Starkholmes suggests that to cover day to day running costs, rents need to be of the order of £35 to £40/plot/annum. This covers all external costs (eg Insurance, Water rates, NSALG membership, Rent of site (assumed to be at a low, agricultural level), rubbish clearance) and internal costs (Staff labour with on-costs). ARI does not think it possible to advise what is a non subsidised rent as this will vary from site to site.

If capital costs are included then it becomes more complex. The DCLG figure of £2,000 (Wiltshire 2010 p12) to create a new plot is, in the ARI opinion, not a reliable figure, and it is very site specific. Where the land is treated as agricultural with no other development potential, then you can calculate the cost of recovering the set up costs (including fencing, plot preparation, putting in a water supply, road access and small parking area, communal storage/hut) by agreeing to pay off any capital costs over an agreed period, say 20 years. This will still increase rents by up to £100/annum, taking rents to a much higher level than currently found - approx £85 to £140/plot/annum.

If the land is treated as having development potential then it would not be possible to recover the opportunity costs foregone by stopping development through allotment rents. The lost Council Tax and lost interest on a capital receipt could represent rents of £1,000/plot/annum.

Table d Kirby Transition Town Movement national (England) annual survey (Campbell M &I 2009-2011), adjusted for no returns by myself. These are of statutory allotments managed by Local Authorities only. 89 out of 323 LAs did not return data.

	Sites	Plots	Waiting	Plots/ #waiting	% increase in plots	% increase people waiting
Totals 2011	3,939	162,666	93,008	1.7	0.4	4.0
Totals 2010	3,926	161,994	92,689	1.7		
Change	+13	+ 672	+ 319			

Table e Who manages allotments?

%	<i>National</i>	<i>E Midlands</i>	<i>Matlock</i>
<i>Local Authorities</i>	40	36	7
<i>Allotment Assocs</i>	10	20	18
<i>Town/Parishes</i>	20	32	64
<i>Other</i>	10	12	11

Table f Poor Statistics

Taking the 40% LA figure from Table e as what the Kirby Transition movement survey measure, and adding in 60% for other suppliers, would give totals of

	<i>Sites</i>	<i>Plots</i>
Totals 2011	10,000	406,665

which do not compare well with the 2006 totals from the first table a. Another indicator of poor statistics.

Table g Figures on demand.

The requirement on local authorities to consider their open space requirements (set out in Planning Policy Guidance 17 (PPG17) resulted in a survey commissioned by DDDC, High Peaks Council, and the Peak Park authority, in 2009, which considered allotments. The report by Knight Kavanagh Page 2009 p9 and p 25, 26 suggest demand is not being met, mentions Matlock, and suggests DDDC needs to create 389 new plots.

The draft Core Strategy report, to which the Knight Kavanagh Page report contributes, is discussed below under 'Standards'.

Table h Waiting List statistics - Hurds Hollow and Wellfield, Matlock

Letting data from Wellfield

<i>Year</i>	<i>Number let</i>	<i>Average waiting time (months)</i>
2007	6	14.5
2008	11	17.4
2009	3	21.9
2010	6	32.1
2011*	1	38.4

Number registering per year, Wellfield

<i>Year</i>	<i>Number registering</i>
2008	19
2009	18
2010	10
2011*	5

Number registering per year, Hurds Hollow

<i>Year</i>	<i>Number registering</i>
1996	1
2000	6
2001	2
2002	1
2003	6
2004	4
2005	12
2006	11
2007	13
2008	17
2009	12
2010	3
2011*	1

*To end July

Table i Standards and PPG17

Standard allocation as hectare (ha¹)/household is proposed by DCLG as representing the fact that rarely does a household have more than one allotment. Matlock has approx 1.5 - 2 ha (hard to get this right as actual plots are not necessarily 250 sq m each). The PPG17 report says Derbyshire Dales DC has 3.88 ha: Matlock having 2 ha of this seems unlikely. Matlock has 4500 or so households - so current provision is 0.3 to 0.4 ha/1000 households.

The Draft Peak Core Strategy (undated) gives as a standard 0.17 ha/1000 population (Table 9, p73), ie approx what we have in Matlock (0.17 x 10,700 pop = 1.8 ha). Or 3.94 sqm/dwelling. Taking this as equivalent to households, that gives approx 1.8 ha too (3.94 x 4500/10,000).

It could be suggested the standards are being set at what is currently provided. To be definitive, we'd need to measure land areas allocated to allotments, and agree which figures to use for population and households in Matlock.

But, demand may not reflect the standard.

Participants

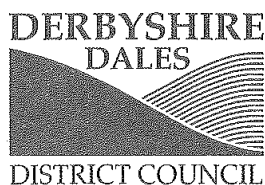
Matlock Town Council
 Derbyshire Dales District Council
 Transition Matlock
 Little Green Space
 Wellfield Allotments Society
 Starkholmes Allotments Association
 Allotments Regeneration Initiative

¹ 1 ha = 10,000 sq m = 40 plots of 250 sq m

References (in alphabetic order)

Barclay C (2011) <i>Allotments SN/SC/887</i> www.parliament.uk/briefing-papers/SN00887.pdf House of Commons Library, London	7 pages of background for MPs after the raising of the possible abolition of the protection of and duty to provide allotments
Crouch D Professor, <i>Allotments in England Report of Survey 2006</i> , University of Derby, Unpublished report of the Department of Communities and Local Government	Long unedited report. You can find it on the web by searching on the title. It is hard going because of its unedited state.
Campbell M & I 2009-2011 <i>Kirby Transition Movement Annual Survey in conjunction with the National Society of Allotment and Leisure Gardeners</i> : http://www.transitiontownwestkirby.org.uk/allotment_surveys.htm accessed August 2011	The only current and regular survey of allotments, but, they only get data via FoIs for Councils - it misses all but 6 of Matlock's allotments. There are also issues about Councils not making returns.
DCLG (May 2011) <i>New powers for the green fingered to protect allotments</i> DCLG http://www.communities.gov.uk/news/newsroom/1897172 accessed July 2011	Response to the belief that the Coalition might be about to abolish statutory protection
DCLG (June 2011) <i>Summary of the review of statutory duties placed on local government</i> http://www.communities.gov.uk/documents/localgovernment/pdf/1934356.pdf DCLG June 2011	Interesting in that the highest number of responses was about allotments. There may not be a large % of the population using them or wanting them, but they definitely want to hang on to them
Draft Peak Core Strategy (undated) <i>Derbyshire Dales and High Peak Joint Core Strategy Draft Plan</i> http://www.derbyshiredales.gov.uk/planning_and_building_control/planning_policy/local_development_framework/core_strategy/default.asp Derbyshire Dales District Council, Town Hall, Matlock, Derbyshire DE4 3NN and High Peak Borough Council, Municipal Buildings, Glossop, Derbyshire SK13 8AF (undated)	The new Planning Framework is under construction and this has a section on Allotments - search the document (which is long) for allotments to pick up the relevant bits

<p>Knight Kavanagh Page 2009 <i>Peak sub-region PPG17 open space, sport & recreation study standards paper</i> http://www.derbyshiredales.gov.uk/Images/Peak%20Sub%20Region%20Open%20Space%20Study%20-%20Standards%20Report_tcm19-135143.pdf.</p>	<p>This was the report of the consultants engaged by the District Councils to research open space. PPG17 is Planning Policy Guidance 17 from the government which is about open space. They were specific about unmet demand, suggesting Derbyshire Dales needed to add 389 plots (p26). Searching this long report for ‘allotments’ gets you to the relevant bits</p>
<p>Wiltshire Dr Richard, Burn Deborah (2009) <i>Growing in the Community</i> Local Government Association on behalf of DCLG, London</p>	<p>The government’s advice on how to run allotments. This is not free, £15 to relevant groups from Local Government Association or if downloaded; £25 (I think) if you get a printed copy. This is full of good ideas but assumes resources are not an issue.</p>
<p>Wiltshire Dr Richard (2010) <i>A Place to Grow</i> Local Government Association on behalf of DCLG, London</p>	<p>A free paper which can be downloaded on what to do about the shortage of allotments. It is this paper (p12) that the £2,000 per plot capital cost is quoted.</p>
<p>Allotments Regeneration Initiative http://www.farmgarden.org.uk/ari/ David Kenyon ARI Mentor for the East Midlands Allotments Regeneration Initiative (ARI) Tel: 0845 478 6352 Email: dkenyon.ari@gmail.com</p>	<p>Allotment Regeneration Initiative (ARI) web site where there is more detailed advice on getting new allotments, with case histories. Each region has a mentor to help. The detailed advice on (non) cultivation and waiting lists is clear but assumes resources are available to manage these situations.</p>



18th October 2011

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

Dear Mrs S. Smith,

OLD MATLOCK DRAFT CONSERVATION AREA APPRAISAL

Derbyshire Dales District Council has recently produced a draft Character Appraisal for Old Matlock Conservation Area. This document explores the origins and development of Old Matlock including the architectural and historic quality of the village; 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, the general condition and finally reviews the boundary. However, there are no proposed amendments to the boundary

Derbyshire Dales District Council is also providing the opportunity for Matlock Town Council, ward members, residents and the County Council to comment on the Draft Conservation Area Appraisal. A copy of the document is enclosed with this letter. A six-week period of consultation begins on Thursday 20th October and ends on Thursday 1st December 2011 and representations are invited on this.


Further copies of the Draft Old Matlock Conservation Area Appraisal 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/OldMatlockConservationArea. Written representations in relation to the Draft Appraisal should be submitted to Planning & Development Services, Town Hall, Bank Road, Matlock, Derbyshire DE4 3NN, by no later than 5.00pm on Thursday 1st December 2011.

In addition, Conservation Officers from Derbyshire Dales District Council will be available on Wednesday 2nd November 2011 between 4.00pm and 8.00pm in the Council Chamber of the Town Hall, Bank Road, Matlock, for advice or for further discussion on the Draft Appraisal.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P.L. Wilson'.

 P.L. Wilson
 Head of Planning Services

Enc.

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



INVESTORS
 IN PEOPLE



Please ask for:

Direct Dial No:

Fax No:

Your Ref:

My Ref:

E-mail:

Mrs. T. Shaw/Dr M. Askey

01629 761250/761360

01629 761163

PLS-TS/G/4/E20

planning@derbyshiredales.gov.uk

Olympic Torch Relay 2012

You may have heard that the Olympic Torch Relay is coming to Derbyshire Dales on Friday 29 June next year. A lot of work has gone into attracting the Torch Relay to the district and we hope between us all to make the most of the relay by celebrating the event and showcasing our services locally and beyond.

So far LOCOG have announced the communities on the route which are Matlock, Darley Dale, Bakewell and Ashbourne. It will also head off to Buxton in between Bakewell and Ashbourne. During it's travel through these communities it will be in what is called torchbearer mode which involves a person bearing a torch for around 300m before lighting another torch held by the next bearer, and so on. At other times, and between communities it will be in convoy mode.

More information on the route and what this means can be found by following the link http://www.derbyshiredales.gov.uk/our_website/news_and_press_releases/2011/November/news_items/dales_on_the_olympics_map.asp Dear which leads to our recent media release and by clicking on the LOCOG site <http://www.london2012.com/olympic-torch-relay>

We are at this stage unable to provide further information to partners on timing and the exact street level route as LOCOG has asked that this remain confidential. However if your Town Council wishes to sign the Non-Disclosure Agreement (NDA) with LOCOG then we will be able to share the information directly with you. I can send you a copy of this agreement if you wish to complete it and return to me. I will then send a copy to LOCOG. However even then the information can only be shared with your own members and not with the public or other stakeholders.

More information will be made available by LOCOG as we get closer to the event and we will pass this on to you when it is available.

Derbyshire Dales District Council has been asked to help coordinate the activities on the route through the district and support the celebration of the Torch Relay and to help this process we have put together a group which includes School Sports Partnerships, Village Games Coordinators, Peak District National Park and CVS and this group will be putting some ideas together to help the celebrations. I am writing to each of the Town Councils on the route to ask if you would like to be involved in the planning of activities or by promoting the event and getting as many people to cheer as the torch bearers go by. There are a number of ways to get involved, from putting up welcoming banners on the route which can be purchased from LOCOG, or by designing bedding for the Torch Relay or Olympic themes, see www.gameslookbook.com for more details .

We would like to hear from you about what your Council would like to do. I do however need to tell you that there are a great number of restrictions on what can be done, mostly to protect the official sponsors, so please check first before going ahead. Some of the ideas which are being suggested include the organising of Olympicnics, human statues on the route, dance workshops and sports clubs showcasing their activities. Schools are being encouraged to design their own torch, their own flag and to orchestrate a performance piece

The nominations for torch bearers has now been completed and people will learn if they will carry the torch or not in the next couple of months. We have nominated a number of young people who are talented athletes and Olympic hopefuls as well as people who have inspired young people to achieve and succeed and we hope to see these people carrying the torch next year.

I hope that this is helpful and that your Council will help to support the Olympic Torch Relay on 29 June 2012

Please contact me if you would like to discuss this email or would like more information

Thank you for you help

Les Warren, Leisure Officer
Derbyshire Dales District Council