

## ASHBOURNE TOWN COUNCIL

### Minutes of the Meeting of Ashbourne Town Council held on Tuesday 17 October 2017 in the Council Chamber, Town Hall, Ashbourne.

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**Present:** Cllrs: A. Bates; Mrs D Brown; Mrs S Bull; S. Clayton; A. Golding; Mrs J Harris; N. Harris; D Moon; Mrs S Spencer

In attendance: Carole Dean; Town Clerk; Samantha Higton; Assistant Clerk  
Sandra Lamb; Monitoring Officer DDDC; Reverend Duncan Ballard

**C/17/1737 To consider accepting apologies for absence:**

It was agreed to note apologies from Cllr's I Bates; Mrs C Cooper; Mrs A Smith and M. Spencer

**C/17/1738 Variation of Order of Business**

None.

**C/17/1739 Declaration of Members Interests**

The Clerk declared a Personal Interest in Item 20 on the Agenda, and stated that she would be leaving the room at that point.

Cllr Golding stated that he too had a Personal Interest; he added that he felt with the exception of Cllr N Harris all other Members should also make a declaration of interest.

Sandra Lamb said that there was a personal interest and it may give rise to bias and advised withdrawal for discussion to take place; she also said that it was for Members to determine whether they had an interest in an item and for them to make their own Declarations.

Cllr Golding stated that he wanted to be in the meeting at that point and would be making a statement.

Sandra Lamb suggested a private discussion with Cllr Golding outside of the meeting.

**C/17/1740 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest**

None.

**C/17/1741 Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)**

No Members of the public wished to speak.

**Police Matters**

No police representative was in attendance.

**District Councillor comments**

Cllr Bull said she had nothing to report.

Cllr Golding and Sandra Lamb left the meeting at 7.07pm

**C/17/1742 To Approve and sign the Minutes of the Town Council Meeting held on Tuesday 19 September 2017 to be signed by the Chair at the meeting**

It was Proposed by Cllr Mrs Spencer seconded by Cllr Bull and RESOLVED that the Minutes of the Town Council meeting held on Tuesday 19 September 2017 be signed by the Chair.

The Clerk advised that Cllr Golding had previously requested that the meeting be audio recorded. Cllr Brown stated that this meeting would not be audio recorded as the Policy had just been agreed in these Minutes. She re-iterated this as Cllr Golding and Sandra Lamb re-entered the meeting at 7.12pm.

**C/17/1743 To Approve the Minutes of the Planning Committee Meetings held on Monday 18 September 2017**

It was Proposed by Cllr Mrs Spencer seconded by Cllr Mrs Harris and RESOLVED that the Minutes of the Planning Committee meetings held Monday 18 September 2017 be signed by the Chair of the Committee.

**C/17/1744 To Approve the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 25 September 2017**

It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED that the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 25 September 2017 be signed by the Chair of the Committee.

**C/17/1745 Accounts for payment including purchased on 'One Card'**

It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED that the payments be made.

**C/17/1746 Budget Report 1<sup>st</sup> Quarter**

Cllr Bull queried the expenditure versus the income for the VIC; The Clerk advised that this was due to the sale of tickets from Ashbourne Arts.

Cllr Golding stated that he thought it had been agreed to the VIC separately and also that it include any under-spend.

The Clerk advised that this was the 1<sup>st</sup> Quarter Budget and it was too early to predict any under-spend.

Cllr Golding stated that when speaking with the architect at the Council meeting the previous week; they had stated that work was unlikely to start on the Town Hall until the following year; which would be in the next financial year therefore any potential under-spend should be clearly identifiable. Cllr Golding asked if there was any further S137 money to be spent as there was a potential under-spend there. The Clerk advised that all S137 payments had been made for this financial year.

Cllr Brown said that she felt any under-spends would be going to the Town Hall budget.

It was proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED that the Budget Report be agreed.

**C/17/1747 Budget Request Forms for 2018/19 to be returned to the Clerk by Friday 3<sup>rd</sup> November 2017**

Members agreed to note the date for the forms to be returned to the Clerk.

Cllr Golding said that he would like to see discussion on budgets for the next two or three years; possibly a corporate plan.

Cllr Brown said that all request should be put on the forms, and last year herself and the Clerk had worked on three separate budgets including a 'wish list' that included all requests from Members. Cllr Brown added that the budget was carefully planned; however, if Members had something specific it should be put on the form. Cllr Golding said that he thought Members should work on themes rather than specific projects.

**C/17/1748 Members to consider and decide which Architect to appoint, following the meetings, to provide professional services in relation to the refurbishment works to the Town Hall fascia**

Cllr Bull said that she had not been able to attend the Council meeting on the Thursday however, there was a significant difference in the quotations provided.

Cllr Brown questioned whether the brief had been misinterpreted by the companies; due to the difference in quotes.

Cllr Bull suggested asking the two companies who had not been invited to tender if they would be willing to do so. Cllr Golding stated that he agreed with Cllr Bull however he questioned whether this was procedurally possible.

It was proposed by Cllr Brown seconded by Cllr Mrs Harris and RESOLVED that a decision not be made on appointing an architect, and the two other companies be invited to attend a meeting.

#### **C/17/1749 Feedback following the Open Meeting on Tuesday 26<sup>th</sup> September**

Cllr Mrs Harris said that the meeting had been poorly attended; and many of those who did attend did not know that the Town Hall could be hired or about the clubs that used it that they could join. She added that there had been a number of suggestions from people who wanted to see the Town Hall used for other events; many of which had previously been considered by the Council.

Cllr Bull thanked Cllr Mrs Harris for collating the information and suggested invited those who attended to come to a Town Hall Regeneration and Refurbishment Committee (R&R Committee) to discuss their suggestions.

Cllr Mrs Harris said that she felt the meeting had been very awkward; and those present had been asking about financial information which she did not have with her. Cllr Brown said that any person or group wanting financial information should contact the Clerk as she could explain the matter in more detail. Cllr Golding stated that he had asked the Clerk for the financial figures as it was not confidential; The Clerk replied that as the RFO she felt she could better explain the figures; and any person or group could ask for the information.

It was Proposed by Cllr Bull seconded by Cllr Golding and RESOLVED to invite those who had attended the open meeting to attend the next R&R Committee meeting.

#### **C/17/1750 Update from Town Council NP Members re DDDC's screening of the Ashbourne Neighbourhood Plan (March 2017)**

Cllr's Bull and Mrs Harris said that they had been unable to attend any recent NP Meetings.

Cllr Golding said that he had attended although not as the Town Council representative he was willing to give an update.

Cllr Golding said that the NP had been sent to DDDC in March; however due to the Local Plan there had been a six-month delay in the formal screening. Cllr Golding added the NP was on the Town Council website; and it was now ready to go to 'Rule 14'; he added that after this it would go back to DDDC and then referendum which would be paid for by DDDC.

The Clerk advised that the request for funding had been added to the Environment Agenda for Monday 23<sup>rd</sup> October for consideration.

#### **Town Council Members to identify the next stages of the NP**

This was dealt with under the above Minute.

#### **C/17/1751 Members to consider whether to accept the offer of formal adoption of Public Open Spaces; which includes SUDS surface water balancing facility and equipped play area offered by Redrow East Midlands re Development at Leys Farm, Wyaston Road, Ashbourne**

Cllr Brown questioned why this was being offered to the Town Council when household who purchased properties were charged.

Cllr Mrs Spencer said that Members of the Planning Committee had looked through the information the night before, and questioned that whilst they were offering the formal adoption it would cost the Town Council in the future for the maintenance of the facilities.

Cllr Clayton stated that the balancing pond already causes issues with flooding and Proposed that the Town Council did not accept the offer. This was seconded by Cllr Mrs Spencer and RESOLVED.

**C/17/1752 Annual Review - Members to review their 'Register of Disclosable Pecuniary Interests' (copy on the Town Council Website).**

**It is Members responsibility to update and declare any Disclosable Pecuniary Interests. (Failure to declare a Disclosable Pecuniary Interest is a Criminal Offence) (Legal Topic Note 80 attached)**

The Clerk advised that it was Members to keep their 'Register of Disclosable Pecuniary Interests' updated and if necessary complete a new form; the Clerk advised that anyone wishing to update their form should come to the office to complete it as it also had to be sent to DDDC.

**C/17/1753 Derbyshire Association of Local Councils, (including Training Dates)**

Council to note the following circulars received from DALC and e-mailed to Councillors-

**11/2017 Annual Report 2016/17 AGM Agenda - Meeting 11<sup>th</sup> October 2017; and Minutes from 2016**

Members agreed to note the information.

**C/17/1754 Items for Information** If you require a hard copy of the information circulated by e-mail –please contact the Clerk prior to the meeting.

a) From DDDC Area Community Forums October/November

Members agreed to note the information. Cllr Bull asked that as many Members as possible attend.

b) From 50+ Forum – AGM & Open Forum Friday 10<sup>th</sup> November

Members agreed to note the information.

c) From ACE Youth Trust - AGM Initiation Monday 6<sup>th</sup> November

Members agreed to note the information.

**C/17/1755 To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following item**

It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED that Members of the Press and Public be excluded.

It was proposed by Cllr Brown seconded by Cllr Bull and RESOLVED that Standing Orders be suspended to allow Sandra Lamb to stay in the meeting and comment on the agenda item.

The Clerk left the meeting at 8.15pm.

**C/17/1756 Summary of the complaint from an employee of the Council (attached) (Councillors only)**

It was Proposed by Cllr Brown seconded by Cllr Bull and RESOLVED to agree to and implement the actions set out in paragraph 14 and 15 of the final report from Derbyshire County Council. A statement was read out from the Councillor involved, the Councillor left the room at 8.35pm. Cllr Bull said that two protocols of understanding should be drawn up between Officers and Members and Members and Members, a review of the roles of the Officers and adoption of a Grievance Policy. Cllr Brown said that the whole procedure took too long to conclude.

Sandra Lamb stated that the role of an officer could be a 'lonely one' for smaller Town and Parish Council's and it was not easy when a complaint is made; she added that she felt the Town Council may be missing a grievance procedure and suggested putting one in place. Sandra Lamb apologies for the length of time the complaint had taken to conclude.

The Officer and the Cllr returned to the meeting at 8.45pm

The Chair thanked Sandra Lamb for her attendance; Sandra Lamb left the meeting at 8.45pm

It was Proposed by Cllr Brown seconded by Cllr Bull to reinstate Standing Orders.

**C/17/1757 Members to consider the draft forecasting models and to consider the proposals for the management of the Town Hall**

Members discussed the proposals and Cllr Golding suggested that the Town Council defer the appointment of an Architect and that the Council look to Grant Funding for the repairs to the Town Hall. He also stated that the Refurbishment and Regeneration Committee should close down as most of the items are discussed at Full Council. It was suggested that the other two Architects be invited to present their proposals to the Council. It was Proposed by Cllr Bull seconded by Cllr Brown and RESOLVED to give the Clerk delegated power to arrange the meetings.

The meeting closed at 9.05pm

Chairman.....

Date.....