

ASHBOURNE TOWN COUNCIL

Minutes of the Meeting of Ashbourne Town Council held on Tuesday 21 November 2017 in the Council Chamber, Town Hall, Ashbourne.

Present: Cllrs: A. Bates; I Bates; Mrs S Bull; S. Clayton; Mrs C Cooper; A. Golding; Mrs J Harris; N. Harris; Mrs A Smith; M. Spencer and Mrs S Spencer

In attendance: Carole Dean; Town Clerk; Samantha Higton; Assistant Clerk
Reverend Duncan Ballard

Cllr Bull stated that the meeting was being recorded; all Members voted in favour.

C/17/1778 To consider accepting apologies for absence:

It was agreed to note apologies from Cllr's Mrs D Brown; D Moon and County Cllr Steve Bull

C/17/1779 Variation of Order of Business

The Clerk asked that an additional item be added to the agenda due to urgent time scales; From Derbyshire County Council (A515 Buxton to County Boundary and Adjacent Roads) (30mph, 40mph, 50mph and Derestricted Speed Limit) Road Traffic Regulation Order 2017 (Z3153/002).

It was Proposed by Cllr Smith seconded by Cllr Mrs Spencer and RESOLVED that the item be added to the agenda as Item 14a Minutes C/17/1792

C/17/1780 Declaration of Members Interests

None received.

C/17/1781 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

None received.

C/17/1782 Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)

No Members of the public wished to speak.

Cllr Bull said that she was unsure whether to take part in the vote on Agenda Item 20; Minute C/17/1798.

Police Matters

No police representative was in attendance.

District Councillor comments

Cllr Bull said that there had been a Community & Environment Meeting at the District Council where members had voted to continue with a self-erect Thursday Market on Shrovetide Walk; however, this will be seasonal from April to September 2018 if there is not a 70% take up; the Thursday Market may close altogether. Cllr Bull added that the Saturday Market will also be moving to Shrovetide Walk from April 2018.. Cllr Bull added that she has questioned the Market Charter and the town being a Market Town; and had been advised that legal advice was being sought.

Cllr Golding questioned what the District Council were doing to improve the Markets; he added that encouragement needed to be given to encourage take up.

Cllr Bull said that she was doing her best to fight the Town Council's corner.

C/17/1783 To Approve and sign the Minutes of the Town Council Meetings held on Wednesday 11th, Thursday 12th, Tuesday 17th October, Monday 13th, Tuesday 14th November 2017 to be signed by the Chair at the meeting

It was Proposed by Cllr Mrs Spencer seconded by Cllr Mrs Harris and RESOLVED that the Minutes of the Town Council meetings held on Wednesday 11th, Thursday 12th and Tuesday 17th October, Monday 13th, Tuesday 14th November 2017 be signed by the Chair.

C/17/1784 To Approve the Minutes of the Planning Committee Meetings held on Monday 16th October 2017 to be signed by the Chair at the meeting

It was Proposed by Cllr Mrs Spencer seconded by Cllr Mrs Harris and RESOLVED that the Minutes of the Planning Committee meetings held Monday 16th October 2017 be signed by the Chair of the Committee.

C/17/1785 To Approve the Minutes of the Environment Committee Meeting held on Monday 23rd October 2017 to be signed by the Chair at the meeting

It was Proposed by Cllr A Bates seconded by Cllr Mrs Harris and RESOLVED that the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 23rd October 2017 be signed by the Chair of the Committee.

C/17/1786 To Approve the Minutes of the Finance Town Hall & HR Committee Meeting held on Monday 13th November 2017 to be signed by the Chair of the Committee at the meeting

It was Proposed by Cllr M Spencer seconded by Cllr Mrs Spencer and RESOLVED that the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 13th November 2017 be signed by the Chair of the Committee.

C/17/1787 Accounts for payment including purchased on 'One Card'

It was Proposed by Cllr A Bates seconded by Cllr Smith and RESOLVED that the payments be made.

C/17/1788 To confirm the Final plans for Christmas Light Switch-On and Late-Night Shopping – Members to agree who will be marshalling the event

The Clerk gave members a draft itinerary for the event; Cllr's Clayton; N Harris and Golding stated that they were not available to assist at the event.

Members made a few minor changes to the suggestions made. Cllr Bull reminded Members that this was a Town Council event and as many Members as possible should attend to assist.

The Clerk stated that she was concerned with the amount of people likely to attend and that as the roads weren't closed she had concerns for safety. It was Proposed by Cllr Bull seconded by Cllr Mrs Spencer and RESOLVED to arrange for barriers to put at the edge of the market place for safety reasons.

Members were reminded to wear hi-viz vests and lanyards at the event.

The Clerk advised that the license had not been received as yet, and she hoped it would include the licence for the Christmas Tree's or they could possibly be an additional cost. Cllr Bull said that she would be raising the issues with the District Council; she added that the events were not only for the people of the town but all of the Derbyshire Dales.

Late Night Shopping

The Clerk gave members a draft itinerary for the event; Cllr Golding stated that he was not available to assist at the event.

Cllr's Bull, Clayton and Smith confirmed that they would be carrying lanterns with the Cllr Brown on behalf of the Town Council.

The Clerk advised that she was preparing a press release which would include a general letter of thanks to all groups, businesses, retailers and individuals who have assisted with the Christmas events.

C/17/1789 Members amendments following the Review of Town Council Policies – Protection of Children at Events; Sickness Absence Management; VIC Retail; Financial Regulations and Standing Orders (This item has been deferred from the September Meeting)

It was proposed by Cllr Mrs Spencer seconded by Cllr Cooper and RESOLVED that the following Policies be agreed; Protection of Children at Events; Sickness Absence Management and VIC Retail. The Clerk advised that The Financial Regulations and Standing Orders needed updating due to a change in banking procedure and possible on-line banking.

C/17/1790 Request by Dove Valley Fine Arts to put a drop-down fixed screen in the Ballroom

It was proposed by Cllr Mrs Spencer seconded by Cllr M Spencer and RESOLVED to arrange to meet with Dove Valley Fine Arts to discuss in detail their request and the cost implications.

C/17/1791 From DCC – Road Traffic Regulation Order – A52 from Staffordshire County Boundary to Derby City Boundary

Cllr Golding stated that he did not understand why the Town Council were being consulted as the letter appeared to read as a 'technicality'.

Cllr Bull Proposed that a reply be sent stated that the Town Council did not understand why they had been asked to consult on the matter; and whether there was the opportunity to amend the speed limit; This was seconded by Cllr Smith and RESOLVED.

Rev Ballard left the meeting at 8.10pm

C/17/1792 From Derbyshire County Council (A515 Buxton to County Boundary and Adjacent Roads) (30mph, 40mph, 50mph and Derestricted Speed Limit) Road Traffic Regulation Order 2017 (Z3153/002)

Cllr Golding said that this appeared to include the town centre; and suggested that DCC seriously consider reducing the speed limit to below 30mph and suggested it be 20mph. Cllr Golding added that this was also what County Cllr Simon Spencer had been proposing.

It was Proposed by Cllr Golding seconded by Cllr Mrs Bull and RESOLVED and respond to the consultation asking if this gave the opportunity to reduce the speed limit.

C/17/1793 Clerk update re Data Protection and Freedom of Information (Government) Policies changing to General Data Protection Regulation (GDPR)

The Clerk advised that herself and the Assistant Clerk had recently attending a training course through DALC on this.

Cllr Bull stated that all District Councillors had received training on the changes and that this included personal emails and correspondence; she suggested asking DALC to provide a training course on the matter for Members.

Cllr Mrs Spencer said that she thought Members were getting individual town council emails; The Clerk stated that this needed to be chased up.

Cllr Spencer said that she thought Members should have a 'tablet' each and this should be included in the budget.

It was proposed by Cllr Bull seconded by Cllr Smith and RESOLVED that the Clerk arrange training for Members, and consideration of 'tablets' be added to the Finance Agenda.

C/17/1794 Update Re Bradley Wood

a) Dead Elm Tree

The Clerk advised that the tree had been removed.

b) Update re request for a plaque in Bradley Wood

The Assistant Clerk advised that the Environment Committee had suggested that the family may wish to plant a tree to replace the Elm Tree rather than a plaque. The family had agreed, and then asked if it was possible to have a bench. Cllr I Bates suggested inviting someone from the family to attend the next Environment Committee Meeting.

c) Cllr Clayton – Suitable Location for bench

The Assistant Clerk advised that that the Environment Committee had agreed that a bench could be sited in Bradley wood, and Cllr Clayton would identify the location. Cllr Clayton gave Members photographs of the location. The Assistant Clerk advised that there had not been a formal request had not been received. Cllr Mrs Harris said that the request would be sent through. It was proposed by Cllr A Bates seconded by Cllr Mrs Harris and RESOLVED that the bench could be located in the area identified by Cllr Clayton.

C/17/1795 Derbyshire Association of Local Councils, (including Training Dates)

Council to note the following circulars received from DALC and e-mailed to Councillors-
12/2017 and 13/2017

Members agreed to note the information.

C/17/1796 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 NHS Derbyshire Community Health Services re St Oswald’s Hospital

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

The digital recording of the meeting was stopped at 8.30pm.

C/17/1797 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 Mrs Spencer seconded by Cllr Cooper and RESOLVED that Members of the Press and Public be excluded.

C/17/1798 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

(Copy of comparisons attached produced by Cllr N Harris)

It was Proposed by Cllr A Bates seconded by Cllr Clayton and RESOLVED that an architect be appointed subject to references. Cllr’s I Bates; Bull; Cooper and Smith abstained from voting.

C/17/1799 Members to consider a request for a Book of Condolences

It was Proposed by Cllr Mrs Spencer seconded by Cllr Cooper and RESOLVED that the request for a Book of Condolences be agreed.

The meeting closed at 9.00pm

Chairman.....

Date.....

Appendix 1

Date exp incurred	Chq No	Department	dept code	beneficiary	Purpose of expenditure	Net	VAT	Vat non recoverable	Total	Merchant Category	> £500
13/11/2017	992	Current Liabilities	2230	Derbyshire County Council	Pensions Oct	2306.23		0	2306.23	Current Liabilities	Y
13/11/2017	993	Current Liabilities	2231	Prudential	AVC - Oct	65.00	0	0	65.00	Current Liabilities	
13/11/2017	994	Petty Cash	1230	Petty Cash	Petty Cash	40.00	0	0	40.00	Petty Cash	
13/11/2017	995	Civic Service	7051	Linda Perry Smith	Civic Service Singer	100.00	0	0	100.00	Civic Service	
08/08/2017	996	Visitor Information	7751	Correct Cash Registers	Till Rolls	38.50	7.70	0	46.20	Visitor Information	
20/09/2017	997	Visitor Attractions	7602	Mr J Davies	Star Wars Characters Switch On	450.00	0	0	450.00	Visitor Attractions	
10/10/2017	998	Visitor Information	7751	B for Books	VIC - Books	44.65	0	0	44.65	Visitor Information	
16/10/2017	998	Visitor Information	7751	B for Books	VIC - Books	41.44	0	0	41.44	Visitor Information	
28/10/2017	998	Visitor Information	7751	B for Books	VIC - Books	18.88	0	0	18.88	Visitor Information	
11/11/2017	998	Visitor Information	7751	B for Books	VIC - Books	23.88	0	0	23.88	Visitor Information	
07/10/2017	999	Administration	7201	Avian Press	Printing	144.46	28.89	0	173.35	Printing & Stationery	
12/10/2017	1000	Administration	7201	Ashbourne Secretarial and Printing Services	A2 Laminated Signs	15.00	0	0	15.00	Printing & Stationery	
12/10/2017	1001	Visitor Information	7751	Karen Frenkel Landscape Photography	VIC - Greeting Cards	68.40	0	0	68.40	Visitor Information	
04/10/2017	1002	Town Hall	7105	Mark Foulikes	Window Cleaner	60.00	0	0	60.00	Cleaning	
16/10/2017	1003	Town Hall	7106	Quick Test	MicroPAT Calibration	45.00	9	0	54.00	Repairs & Renewals	
10/10/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd- 1400/17	VIC - Alton Towers	25.50	0	0	25.50	Visitor Attractions	
16/10/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd - 1448/17	VIC - Alton Towers	25.50	0	0	25.50	Visitor Attractions	
26/10/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd - 1517/17	VIC - Alton Towers	51.00	0	0	51.00	Visitor Attractions	
16/10/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd - 1481/17	VIC - Alton Towers	51.00	0	0	51.00	Visitor Attractions	
16/10/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd - 1502/17	VIC - Alton Towers	102.00	0	0	102.00	Visitor Attractions	
02/11/2017	1004	Visitor Information	7751	Alton Towers Resort Operations Ltd - 1532/17	VIC - Alton Towers	25.50	0	0	25.50	Visitor Attractions	
12/10/2017	1005	Visitor Information	7751	Derbyshire County Council	VIC - Wayfarer	75.90	0	0	75.90	Visitor Attractions	
16/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032195	VIC - Books	57.72	0	0	57.72	Visitor Information	

03/11/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 4029875	VIC - Books	70.41	0	0	70.41	Visitor Information
18/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 4029874	VIC - Books	139.75	0	0	139.75	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032125	VIC - Books	48.56	0	0.73	49.29	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032126	VIC - Books	42.28	0	1.05	43.33	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032127	VIC - Books	100.54	0	0	100.54	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032128	VIC - Books	29.84	0	0	29.84	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032129	VIC - Books	22.69	0	1.15	23.84	Visitor Information
11/10/2017	1006	Visitor Information	7751	Outstanding Map Distributors Ltd (formerly Mayfield)- 3032130	VIC - Books	55.50	0	1.05	56.55	Visitor Information
30/08/2017	1007	Visitor Information	7751	Oakwood Books	VIC - Books	66.50	0	0	66.50	Visitor Information
19/10/2017	1008	Administration	7205	Dove Computer Solutions	Keyboard	17.50	3.5	0	21.00	Computer Equipment
19/10/2017	1009	Visitor Attractions	7603	Protech Electrical Ltd	Repair to Christmas Lights for 2017 Installation	360.00	72	0	432.00	Christmas Lights
20/10/2017	1010	Town Hall	7102	Wright & Holmes	Repair to Bench Seat o/s EPRR	224.30	44.86	0	269.16	Repairs & Renewals
27/10/2017	1011	Neighbourhood Plan	7740	Darren Archer	Reimbursement for Public Notice	344.06	0	0	344.06	Neighbourhood Plan
30/10/2017	1012	Visitor Information	7751	Jennifer Speed	VIC - Weavings Apr - Jul 2017	139.92	0	0	139.92	Visitor Information

20/10/2017	1013	Visitor information	7751	Countryside Books	VIC - Books	49.67	0	0	49.67	Visitor Information	
25/10/2017	1014	Visitor information	7751	Spencers of Ashbourne Ltd	VIC - Biscuits	21.00	0	0	21.00	Visitor Information	
08/11/2017	1014	Visitor Information	7751	Spencers of Ashbourne Ltd	VIC - Biscuits	36.40	0	0	36.40	Visitor Information	
21/09/2017	1015	Visitor Attractions	7602	Plantscape Ltd	Solar Christmas Trees - Lamp Post Testing	48.00	9.6	0	57.60	Visitor Attractions	
09/11/2017	1015	Visitor Attractions	7603	Plantscape Ltd	Solar Christmas Trees	1280.00	256	0	1536.00	Visitor Attractions	Y
27/10/2017	1016	Neighbourhood Plan	7740	John Leicester	Reimbursement for Printing Costs	321.42	0	0	321.42	Neighbourhood Plan	
31/10/2017	1017	Visitor Information	7751	East Midlands Chamber	Visit Peak District & Derbyshire Annual Tourism Conference	30.00	6	0	36.00	Visitor Information	
31/10/2017	1018	Visitor Information	7751	Ashbourne Treasures	VIC - Ticket & Book Sales	1927.30	0	0	1927.30	Visitor Information	Y
16/10/2017	1019	Employee Costs	7402	Carole Dean	DALC Training - Mileage	12.60	0	0	12.60	Employee Costs	
31/10/2017	1020	Visitor Information	7751	Lyreco UK Ltd	VIC - Ink Cartridges	121.47	24.29	0	145.76	Visitor Information	
31/10/2017	1020	Town Hall	7105	Lyreco UK Ltd	Cleaning Materials	91.35	18.27	0	109.62	Cleaning	
30/06/2017	1021	Visitor Information	7751	High Peak Theatre Trust Limited	VIC - Tickets	36.00	0	0	36.00	Visitor Information	
06/11/2017	1022	Visitor Information	7751	Drynose dog Desings	VIC - Gifts	110.50	0	0	110.50	Visitor Information	
06/11/2017	1023	Visitor Information	7751	Society of London Theatre	VIC - Gift Cards	37.60	0	0	37.60	Visitor information	
31/10/2017	1024	Visitor Attractions	7303	High Peak Radio Ltd	Fireworks Advert	156.00	31.2	0	187.20	Advertising	
31/10/2017	1024	Visitor Attractions	7303	High Peak Radio Ltd	Fireworks Advert Production Charge	20.00	4	0	24.00	Advertising	
31/10/2017	1024	Visitor Attractions	7303	High Peak Radio Ltd	Christmas Light Switch On	270.00	54	0	324.00	Advertising	
31/10/2017	1024	Visitor Attractions	7303	High Peak Radio Ltd	Christmas Light Switch On Production Charge	20.00	4	0	24.00	Advertising	
17/09/2017	1025	Civic Service	7051	N Stubbs	Buffet for Civic Service	325.00	0	0	325.00	Civic Service	
07/11/2017	1026	Visitor Attractions	7601	BHPSS Limited	Security for Fireworks	132.00	26.4	0	158.40	Fireworks	
08/11/2017	1027	Visitor Attractions	7601	Jubilee Fireworks Ltd	Fireworks	4000.00	800	0	4800.00	Fireworks	Y

