



ASHBOURNE TOWN COUNCIL
Town Hall, ASHBOURNE, Derbyshire.DE6 1ES
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10th October 2018

To: The Mayor, Deputy Mayor and Members of Ashbourne Town Council

Dear Councillor,

You are summoned to attend the meeting of Ashbourne Town Council to be held at **7.00pm** on **Tuesday 16 October 2018** in the Council Chamber, Town Hall, Ashbourne.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Council Chamber.

Yours sincerely

Carole Dean
Town Clerk

***** Non-Confidential items of this meeting may be Audio Recorded *****

1) Consideration of Apologies for Absence

2) Variation of Order of Business

3) Declarations of Members Interests

Please Note: To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

4) To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

5) Public Questions and Comments – (3 Minutes per speaker a maximum 15 minutes in total)

- a. A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on matters relating to items on the agenda.
- b. If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

- 6) **To approve the Minutes of the Town Council meeting held on Tuesday 18 September 2018**
(enclosed)
- 7) **To approve the Minutes of the Planning Committee meeting held Monday 8th October 2018**
(enclosed)
- 8) **To approve the Minutes of the Finance, Town Hall and HR Committee meetings held on Monday 8th October 2018** (enclosed)
- 9) **Town Council representatives to give an update on Outside Bodies**
- 10) **Accounts for payment including purchases in the 'One Card'** (appendix 1)
- 11) **DDDC & DCC Consultation's** (emailed out) Members are also encouraged to complete the consultations as individuals
 - a) Statement of Community Involvements 2018 (ends 26 October)
 - b) Draft Conversion of Farm Buildings Design Guidance Supplementary Planning Document (ends 26 October)
 - c) Potential Council Tax hike to address long term empty homes issue (ends 31 October)
- 12) **Update re Town Hall Fascia**
- 13) **Public Works Loan Board**
 - a) Members to consider when to apply for the funding to be released
- 14) **Neighbourhood Plan - Members to note the re-submission of the NP Version 180430** (emailed out)
- 15) **Report from Cllr's Cooper; M Spencer and Mrs Spencer on Derbyshire Police Council's Evening**
- 16) **Request from The Clayrooms Team for an update re Town Hall future plans**
- 17) **DALC circulars, including Training Dates)** Council to note the following circulars received from DALC and emailed to councillor's
Circular 12/2018 and 13/2018
DALC Annual Report 2017/18 and AGM including Agenda
- 18) **Items for Information (emailed out)**
 - a. From DCC – Notes from Town and Parish Council Consultation meeting 17 September

October 2018 Payments

Appendix 1

Date exp incurred	Chq No	Department	dept code	beneficiary	Purpose of expenditure	Net	VAT	Vat non recoverable	Total	Merchant Category	> £500	Proc card
14/09/2018	1245	TOWN HALL	7106	J M BURTON	Repairs to upstairs lady toilets	135.24	0.00	0.00	135.24	Repairs & Renewals		
08/10/2018	1246	CURRENT LIABILITIES	2230	Derbyshire County Council Superannuation Fund	Pension Sept	2518.89	0.00	0.00	2518.89	Current Liabilities	Y	
08/10/2018	1247	CURRENT LIABILITIES	2231	Prudential	AVC Sept	65.00	0.00	0.00	65.00	Current Liabilities		
26/04/2018	1248	VISITOR INFORMATION	5001	OUTSTANDING MAP DISTRIBUTOR LTD 4032622	VIC - Books	45.00	0.00	0.00	45.00	Visitor Information		
31/05/2018	1248	VISITOR INFORMATION	5001	OUTSTANDING MAP DISTRIBUTOR LTD 4033454	VIC - Books	181.83	0.00	0.00	181.83	Visitor Information		
11/06/2018	1248	VISITOR INFORMATION	5001	OUTSTANDING MAP DISTRIBUTOR LTD 4033529	VIC - Books	2.52	0.00	0.00	2.52	Visitor Information		
29/08/2018	1248	VISITOR INFORMATION	5001	OUTSTANDING MAP DISTRIBUTOR LTD 4035267	VIC - Books	150.17	0.00	0.00	150.17	Visitor Information		
08/06/2018	1248	VISITOR INFORMATION	5002	OUTSTANDING MAP DISTRIBUTOR LTD 4033459	VIC - Books	-30.12	0.00	0.00	-30.12	Visitor Information		
27/09/2018	1249	VISITOR INFORMATION	5001	SPENCERS OF ASHBOURNE	VIC - Biscuits	43.68	0.00	0.00	43.68	Visitor Information		
29/09/2018	1249	VISITOR INFORMATION	5001	SPENCERS OF ASHBOURNE	VIC - Biscuits	21.00	0.00	0.00	21.00	Visitor Information		
25/09/2017	1249	VISITOR INFORMATION	5001	SPENCERS OF ASHBOURNE	VIC - Biscuits	22.75	0.00	0.00	22.75	Visitor Information		
18/09/2018	1250	VISITOR ATTRactions	7602	ASHBOURNE ARTS LTD	Lantern Making Workshops	350.00	0.00	0.00	350.00	Late Night Shopping		
20/09/2018	1251	TOWN HALL	7106	GLEN HANDLEY ELECTRICAL	Repair to Strip Light VIC	40.00	0.00	0.00	40.00	Repairs & Renewals		
12/09/2018	1252	VISITOR INFORMATION	5001	PERFECT PICTURES	Postcards	25.50	0.00	0.00	25.50	Visitor Information		
29/08/2018	1253	AUDIT	7208	PKF LITTLE/JOHN LLP	External Audit Fees	800.00	160.00	0.00	960.00	Audit	Y	
28/09/2018	1254	VISITOR INFORMATION	5001	COUNTRYSIDE BOOKS	VIC - Books & Gifts	117.79	0.00	0.00	117.79	Visitor Information		
26/09/2018	1254	VISITOR INFORMATION	5001	COUNTRYSIDE BOOKS	VIC - Books & Gifts	66.88	0.00	0.00	66.88	Visitor Information		
26/09/2018	1254	VISITOR INFORMATION	5001	COUNTRYSIDE BOOKS	VIC - Books & Gifts	-66.88	0.00	0.00	-66.88	Visitor Information		
24/09/2018	1255	VISITOR INFORMATION	5001	HAZEL HIGHAM CERAMICS	VIC - Gifts	102.20	0.00	0.00	102.20	Visitor Information		
30/09/2018	1256	ADMINISTRATION	7201	LYRECO UK LTD	Stationery	193.73	38.75	0.00	232.48	Printing & Stationery		
30/09/2018	1256	TOWN HALL	7105	LYRECO UK LTD	Cleaning Supplies	106.06	21.21	0.00	127.27	Cleaning		
27/09/2018	1257	VISITOR INFORMATION	5001	OUTSTANDING MAP DISTRIBUTORS LTF	VIC - Books & Gifts	161.74	0.00	2.94	164.68	Visitor Information		
02/10/2018	1258	PROFESSIONAL SERVICES	7800	CHANNEL DESIGN LTD	Architect Fees	150.00	0.00	0.00	150.00	Architect Fees		
28/09/2018	1259	VISITOR INFORMATION	5001	ASHBOURNE WRITERS' GROUP	VIC - Books & Gifts	24.00	0.00	0.00	24.00	Visitor Information		
12/07/2018	1260	VISITOR INFORMATION	5001	G HANNAN	VIC - Teas	124.71	0.00	0.00	124.71	Visitor Information		
30/09/2018	1261	TOWN HALL	7106	BONSERS NOTTINGHAM LTD	Town Hall Fascia Works	6139.70	1227.94	0.00	7367.64	Repairs & Renewals	Y	
28/09/2018	1262	TOWN HALL	7106	DOLPHIN LIFTS MIDLANDS LTD	Repair to Stair Lift	315.00	63.00	0.00	378.00	Repairs & Renewals		
21/09/2018	1263	LIGHTING VICTORIA SQUARE	7727	LEON	Lighting Victoria Squ	28.58	1.43	0.00	30.01	Lighting Victoria Squ		
05/10/2018		VISITOR ATTRactions	7602	DDDC	Road Closure Fee	55.00	0.00	0.00	55.00	Visitor Attractions	Y	
DIRECT DEBITS												
25/09/2018	DD	Town Hall	7751	DDDC	Non Domestic Rates	1692.00	0.00	0.00	1692.00	Non Domestic Rates	Y	
24/09/2018	DD	Current Liabilities	2210	HMRC	PAYE Underpay in May	27.72	0.00	0.00	27.72	Current Liabilities		
27/09/2018	DD	Current Liabilities	2210	HMRC	PAYE Underpay in August	5.30	0.00	0.00	5.30	Current Liabilities		
27/09/2018	DD	Current Liabilities	2210	HMRC	PAYE Sept	1311.47	0.00	0.00	1311.47	Current Liabilities	Y	
17/09/2018	DD	Current Liabilities	2210	HMRC	PAYE August	1268.91	0.00	0.00	1268.91	Current Liabilities	Y	
16/10/2018	DD	Administration	7204	Sage	Payroll Subscription September	88.50	17.70	0.00	106.20	IT Software		
11/09/2018	DD	Administration	7204	Sage	Accounts Annual	188.00	33.60	0.00	201.60	IT Software		
10/09/2018	DD	Administration	7203	Focus	Telephone & Broadband TH	62.14	12.43	0.00	74.57	Telephone		
08/08/2018	DD	Administration	7203	Focus	Telephone & BroadbandVIC	63.02	10.60	0.00	73.62	Telephone		
02/09/2018	DD	Town Hall	7102	Opus Energy	Clerks Town Hall Yard Elec Sept	23.56	1.18	0.00	24.74	Heat & Light		
02/10/2018	DD	Town Hall	7102	Opus Energy	EPRR Sept	29.73	1.49	0.00	31.22	Heat & Light		
02/10/2018	DD	Town Hall	7102	Opus Energy	Town Hall Elec Sept	331.03	66.21	0.00	397.24	Heat & Light		
02/10/2018	DD	Town Hall	7102	Crown Gas & Power	Gas Sept	138.38	27.67	0.00	166.05	Heat & Light		

