



ASHBOURNE TOWN COUNCIL  
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11<sup>th</sup> May 2023

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 Thursday 18 May 2023** 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 Appoint a Chair, Deputy and Members of the Planning Committee** (terms of reference for the year 2023/24 to be agreed at the first Planning meeting).

- 7) **To Appoint a Chair, Deputy and Members of the Finance, Town Hall & HR Committee** (terms of reference for the year 2023/24 to be agreed at the first Finance meeting).
- 8) **To Appoint a Chair, Deputy and Members of the Community & Environment Committee** (terms of reference for the year 2023/24 to be agreed at the first Environment meeting).
- 9) **To consider and confirm Council Representatives for outside Organisations and agree arrangements for reporting back to Council** (existing representatives for 2022/23).

Ashbourne Arts	Cllr Pugh	Cllr Hodgson	
Ashbourne Sports & Community Partnership	Cllr Smith	Cllr I Bates	
Ashbourne Community Transport	Cllr Harris		
Ashbourne 50+ Forum	All Councillors		
Air Quality Action Plan in Ashbourne	Cllr Pugh		
Ashbourne Town Team	Cllr Pugh	Cllr Hodgson	
Christmas Committee	Cllr Pugh	Cllr Hodgson	Cllr Cooper
Local Police & Safer Neighbourhood Team	Cllr Brown	Cllr Smith	
Neighbourhood Plan Group	Cllr Pugh		
QEGS FPTA	Cllr I Bates	Cllr M Spencer	

- 10) **To make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future.**
- 11) **To confirm arrangements for Insurance Cover in respect of all insured risks.**
- 11) **Review of Council's complaints procedure** (emailed out with Agenda).
- 12) **Review of the Council's procedure for handling requests under the Freedom of Information Act 2000 and the Data Protection legislation** (emailed out with Agenda).
- 13) **Review of the Council's policy for dealing with the press/media** (emailed out with Agenda).
- 14) **Review of the Council's Code of Conduct Policy** (emailed out with Agenda).
- 15) **Members to agree the Records Retention Policy** (Members to note this is a legally required DALC Document) (emailed out with Agenda).
- 16) **Planning Applications - Members are reminded to view planning applications prior to the meeting.**

Reference	Name	Location	Details
23/00401/PDL, Prior Notification	Mr A Lee	H Lee and Son- Saw Mill, The Yard, Belle Vue Road Ashbourne	Installation of roof mounted solar panel arrays to 2no. buildings
23/00406/FUL	Martyn Wright	C W Sellors, King Street, Ashbourne	Retain detached, modular, steel-framed cabin sited in rear yard for use as a workshop
23/00450/LBALT	Mr & Mrs N Crossland-Taylor	45 St John Street, Ashbourne	Formation of new opening in wall between kitchen and dining room
T/23/00080/TCA	Edward Bentley	Flat 1 The Ivies ,49 Church Street, Ashbourne	Fell 1no. sycamore tree

- 17) Invitation from Sally Collier (Catchment Partnership Administration Officer) Trent Rivers Trust to attend Dove Catchment Partnership's upcoming event, Whole of the Dove 2023 on 8<sup>th</sup> June 2023 at Ashbourne Methodist Church – 9.30am – 4.00pm (Information previously emailed out).**
- 18) Members to agree whether Town Council staff who worked at the Coronation Event are to be paid the hours worked or to have time off in lieu (TOIL). Member to note that if the hours are to be taken as TOIL; they will be taking Tuesday 30<sup>th</sup> May and the office will be closed.**
- 19) Project Updates**
- a) Update on the Millennium Square project and Members to consider a temporary use of the space by Bear Café.
  - b) Update on the Town Hall
  - c) Update on the SIDS
- 20) 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 - Notification of Appeal Decision – Planning Application 22/01243/FUL -The appeal is allowed and planning permission is granted for a single storey rear extension forming new entrance and WC at Hill Top Barn, Derby Road, Ashbourne.