



ASHBOURNE TOWN COUNCIL  
Town Hall, ASHBOURNE, Derbyshire, DE6 1ES  
Tel: 01335 342291  
E-mail:- [enquiries@ashbournetowncouncil.gov.uk](mailto:enquiries@ashbournetowncouncil.gov.uk)  
[www.ashbournetowncouncil.gov.uk](http://www.ashbournetowncouncil.gov.uk)

5<sup>th</sup> September 2023

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

Dear Councillor,

You are summoned to attend the meeting of the Finance, Town Hall & HR Committee of Ashbourne Town Council to be held at **7.45pm** on **Monday 11 September 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

- 1) Consideration of apologies for absence**
- 2) Variation of order of business**
- 3) Declaration of Members Interests**

This is 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 any matters.
- 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.

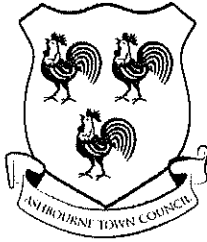
- 6) Finance**

- a) Bank Balances

- 7) To consider applications for funding received. Members to check that they qualify for funding under the Policy. Members to note that the application are available to view from the website (see link) [www.ashbournetowncouncil.gov.uk/login?referer=%2Fmembers-area](http://www.ashbournetowncouncil.gov.uk/login?referer=%2Fmembers-area) (Councillors only; members will need their password previously emailed out)**

- 8) Clerk - Update regarding the Vacancy in the Historical Centre.  
Clerk's report attached (Appendix A)
- 9) Members to agree the agenda item and wording for the Confidential Extra ordinary Council meeting on Monday 18 September regarding the Town Hall.
- 10) Clerk's Report – Predicted spend on Millennium Square (Appendix B).
- 11) Cllr Cooper – Brief update on the remaining funding of £1,600.00 given to ASCP and how they will expand the project. The funding was originally for £2,000.00 for the purchase of laptops, then for 'tea, talk,tec'.
- 12) Cllr Mrs Brown – Consideration of purchasing an antique carved double sided bust, made from Derbyshire Gritstone, believed to be the original carving for 'The Blackamoor's Head' (The Black's Head', now the 'Green Man' public house on Church Street, Ashbourne.  
This item is being sold at Auction :  
<https://www.leightonhallauctions.com/catalogue/lot/2B00DA60E4E29ADCE07492DD35ADE441/40021F23C2C490EAB40964F2D5668C6F/local-interest-ashbourne-derbyshire-an-antique-carved-do/>  
If Agreed, Members to advise who will attend the auction (and bid); they must register before the event, and to confirm the maximum amount to bid.
- 13) Chair to sign the Minutes (Previously approved and ratified).

NON CONFIDENTIAL REPORT



**ASHBOURNE TOWN COUNCIL  
FINANCE COMMITTEE**

**11<sup>th</sup> September 2023**

**Report of the Town Clerk – Update on the Historical Centre  
Assistant Recruitment**

**SUMMARY**

Members to advise on the Historical Assistant Recruitment.

**CLERK RECOMMENDATION**

Members to set up a task and finish group to work out the hours required to cover the staff absences in additional to the two days and the best way to fill the vacancy.

**INFORMATION AND ANALYSIS**

The vacancy was advertised on the Town Council Facebook page, the website and in the notice board. There were four applicants. The advert asked for 10 hours per week 5 on a Thursday and 5 on a Saturday. The applicants were informed that cover would also be required in times of absence due to annual leave and sickness for the Historical Centre Officer.

As the cover for absences can vary throughout the year the majority of the candidates could not cover the additional days. I discussed this with the Chair of Finance and it was advised to delay the interviews until a solution could be sourced to meet the vacancy criteria. All candidates were advised of this.

There is an option to cover this:

Interview the candidates for the two days only and provide cover by the internal candidate for holidays, this cover would be for 4 days as the Thursday and Saturday would be covered by the successful applicant.

Consideration must be given to the Officer covering the absences of the Assistant's leave entitlement, this will result in the accumulation of time owing or additional payment for the extra hours.

In my experience I have found it extremely difficult to recruit to cover unknown days and suggest that a task and finish group is set up to work through the options.

NON CONFIDENTIAL REPORT

### **FINANCIAL CONSIDERATIONS**

There could be an additional financial requirement should Members agree to pay for absence cover rather than staff take time off in lieu.

### **HUMAN RESOURCES, EQUALITIES, ENVIRONMENTAL CONSIDERATIONS.**

Have been considered as part of this report.

### **LEGAL CONSIDERATIONS**

The Working Time regulations 1998, employees and workers have the right to rest have been considered as part of this report.

### **SUPPORTING DOCUMENTATION**

None

NON CONFIDENTIAL REPORT

**ASHBOURNE TOWN COUNCIL  
FINANCE COMMITTEE**11<sup>th</sup> September 2023**Report of the Town Clerk – Predicted spend on the Millennium  
Square Project outside of the LUF Bid****SUMMARY**

To inform Members of the predicted spend on the Millennium Square Project, this spend is associated with the clearing of the area and the professional fees associated with the project.

**CLERK RECOMMENDATION**

That Members note the information
-----------------------------------

**INFORMATION AND ANALYSIS**

The clearing of the area did not form part of the bid as Amos Group offered to clear the area in exchange for the use of the land as part of the "Bear" development, however this did not happen. Ashbourne Town Council agreed to the appointment of a contractor to demolish the hut minute C/23/3552(b) at a cost of £9,400 plus VAT.

Prior to demolition work Members agreed to the removal of the clock, this was taken out by Smith's of Derby and is being stored at their workshop in readiness for restoration prior to it being placed back in situ at a cost of £2,887 for the removal and £15,977 for storage and restoration. The cost associated for the road closure was not required as the Town Council completed this procedure within the DDDC road closure when they did some work on the gantry across the road.

Prior to the removal of the clock and the demolition of the hut the electricity supply had to be disconnected at a cost of £1126.81, there will be an additional cost to reconnect the supply and to provide the electricity to power the clock and the Christmas Lights.

There is also an element in the costs for the professional fees of approximately £8000 for the Architect, which was appointed prior to the LUF bid. Members to note that this project as been ongoing since 2019 and was included in the LUF bid as a project "ready to go".

There are legal fees totalling approximately £3,500 for the ownership of the land which is in two parts. Firstly, the land upon which the hut is located was unregistered and the Council now has adverse possession and secondly, the legal fees associated with the transfer of the seated area containing the Millennium Clock from Derbyshire County Council.

The Principal Regeneration Officer, Derbyshire Dales District Council has asked for a breakdown of this information to promote the commitment of Ashbourne Town Council to the overall project.

A summary of the financial considerations are shown below:

## FINANCIAL CONSIDERATIONS

### Ashbourne Town Council estimated Expenditure on Millennium Square to date (4<sup>th</sup> September 2023)

#### Costs pre commencement Ashbourne Reborn Project

Demolition of the Hut	9400
Electricity Meter Removal	98.23
Electricity Disconnection	1028.58
Removal of the Millennium Clock	2887
Storage & Restoration of the Millennium Clock	15977
<b>Professional Fees</b>	
Guy Taylor Associates (estimate)	8000
Solicitor (estimate)	3500
	<u>40890.81</u>

Plus VAT