



ASHBOURNE TOWN COUNCIL
Town Hall, ASHBOURNE, Derbyshire.DE6 1ES
Tel: 01335 342291
E-mail:- enquiries@ashbournetowncouncil.gov.uk
www.ashbournetowncouncil.gov.uk

12th September 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 **Tuesday 19 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

AGENDA

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

- 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 matters.

- 6) **To Approve the Minutes of the Town Council Meetings held on Monday 17 July and Tuesday 18 July 2023** (emailed out with Agenda).

- 7) **To Approve the Minutes of the Planning Committee Meetings held on Monday 7 August; Wednesday 30 August and Monday 11 September 2023** (emailed out with Agenda).

- 8) **To Approve the Minutes of the C&E Committee Meeting held on Tuesday 11 July and Tuesday 8 August and Tuesday 12 September 2023** (emailed out with Agenda).
- 9) **To Approve the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 7 August and Monday 11 September 2023** (emailed out with Agenda).
- 10) **Chair to reiterate to Members the items discussed and agreed during the meeting with the Monitoring Officer and Chief Officer of DALC regarding Members conduct and behavior.**
- 11) **Finance**
- Members to note the Accounts for payment including purchases on 'One Card' - Signatories to sign the One Card Form(s) (Appendix 1 (a) Scribe report (b&c) Payments made in August (old format for approval in September due to no Full Council in August).
 - Chair of Finance to approve the bank reconciliations (Appendix 2).
 - Summary of receipts and payments Q1 April - June (Scribe) (Appendix 3).
- 12) **Clerk - To advise/update members of a formal complaint received from an applicant for the (town) Councillor Vacancy.**
- 13) **Members to consider and agree how they wish to respond to items received after either Committee or Council agendas have been issued with a response date before the next scheduled meeting. Consider delegation of Powers to the Chair of the Council and Committee and the Clerk.**
- 14) **Members to consider the draft Policy for the CCTV in the Town Hall (Appendix 4).**
- 15) **Planning Applications - Members to familiarise themselves with planning applications prior to the Meeting. <https://planning.derbyshiredales.gov.uk/online-applications/> put the Planning Application number in the search section.**

Reference	Name	Location	Details
23/00940/LBALT	M & P Properties	rear yard at Land to rear of 38-40 St John Street, Ashbourne	Works to boundary walls in association with development
23/00959/LBALT	Mr Kevin Parkes, DCC	Market Place and Victoria Square, Ashbourne	Various proposed works at Market Place and Victoria Square, Ashbourne
23/00957/FUL	Carter	School Mews, 67 Church Street, Ashbourne	Demolition of garage and erection of garden room and ancillary accommodation
23/00958/LBALT	Carter	School Mews, 67 Church Street, Ashbourne	Demolition of garage and erection of garden room and ancillary accommodation
23/00981/FUL	Mr & Mrs Hellyer	Tara, 24 North Avenue, Ashbourne	Proposed rear single storey extension and raised patio

- 16) **Members to agree and appoint a Town Council representative to the ThinkingPlace Steering group. The steering group meetings have been arranged for Tuesday 10th October 11.00 am – 12.00noon via Teams and Tuesday 12th December 11.00am – 12.30 venue (in Ashbourne TBC). (Appendix 5)**
- 17) **Project Updates**
- Update on the Millennium Square project.
Members to RESOLVE the execution of the Legal Deed on behalf of Ashbourne Town Council for the transfer of land from DCC - Millenium Square.

The transfer is scheduled to be agreed by the 19th September 2023. The Deed to be signed by two Councillors and the Proper Officer.

- b) Update on the Town Hall.
 - c) Update on the SIDS. Members to consider setting up a Task & Finish Group consisting of two Councillors; the Assistant Clerk and Administration Assistant.
 - d) Ashbourne Reborn Highways & Public Realm – Project Control Board.
- 18) Cllr Mrs Brown – Members to consider taking on Ashbourne Fishpond, additional information can be found on this link <https://www.bagshaws.com/property/fish-pond-meadow-ashbourne/> If agreed, Members to consider setting up a Task & Finish Group to discuss the SWOT and PESTEL implications; the financial considerations and management and maintenance implications.**
- 19) Derbyshire Association of Local Councils, (including Training Dates)**
Council to note the following circulars received from DALC (emailed Out)
August and September Newsletters.
Members to note that NALC and the Parkinson Partnership are consulting on an update of the 2019 Financial Regulations and want input from councils. Whether it's the way a section is worded, or how best to protect online payments, they want the views of those who use the regulations. The consultation [document can be found here](#) – closing date for input is November 5th.
- 20) Chair to sign the Record Retention Policy. Members agreed to amend it at the May Council meeting.**
- 21) Items for information (emailed out)**
- a) Reply from Police re Cllr Smith's letter.
- 22) Chair to sign the Minutes (previously approved).**