



ASHBOURNE TOWN COUNCIL
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4 March 2025

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

Dear Councillor,

You are summoned to attend the meeting of the **Planning Committee** of Ashbourne Town Council to be held at **7.00pm** on **Monday 10 March 2025** 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) **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 should 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) **Members to familiarise themselves with planning applications prior to the meeting (please go to <https://planning.derbyshiredales.gov.uk/online-applications/> and put the Planning Application number in the search section**
- 7) **Members to pass a Resolution to agree discussing and commenting on Planning Applications on DDDC's Planning Portal, which are not shown on the agenda but are in the public domain and received after the date of the agenda due to response times**

8) Members to consider any potential S106 requests from the Planning Applications received

9) New Applications

Reference	Name	Location	Details
25/00116/FUL	Mr Ian Macleod	11 North Avenue, Ashbourne	Two storey front extension, single storey porch, timber clad single garage extension and rear single storey extension
25/00128/OUT	Meera Nash	35 Beresford Avenue, Ashbourne	Outline planning application with all matters reserved for the erection of up to 2 new homes
24/01122/FUL	Mr Alan Corney	24 Clifton Road, Ashbourne	Replacement outbuilding
25/00144/FUL	Mr M Gallimore	Carrington House, 12 Buxton Road, Ashbourne	2 no. two bedroom single storey dwellings with ancillary gardens
25/00138/FUL	Mr & Mrs Gary Waring	Land North of Cavendish Drive, Ashbourne	Proposed dwellinghouse
25/00169/FUL	Mr N Holmes Platform Housing Group	5 Malbons Yard, Ashbourne	Installation of external insulated cladding to side and rear elevations and extension of roof
25/00170/FUL	Mr Neil Holmes Platform Housing Group	7 Malbons Yard, Ashbourne	Installation of external insulated cladding to rear elevation
25/00171/FUL	Mr Neil Holmes Platform Housing Group	8 Malbons Yard, Ashbourne	Proposed installation of external insulated cladding to side and rear elevations and extension of roof

10) TPO/TCA/ CLPUD/PDE/ PDL/CLEUD Applications (CLPUD/PDE/PDL/CLEUD are for information only)

Reference	Name	Location	Details
T/25/00026/TPO	Mrs A Grange	11 Premier Avenue, Ashbourne	T1 - Oak - crown lift by reducing low hanging limbs by approximately 3 metres

11) Members to note the Clerk's Report on the soft landscaping and maintenance plan for Millenium Square, these have been submitted as part of the Discharge of Conditions to the Planning Authority

12) Event Enquiries (details emailed out)

- a) From Ashbourne Triathlon – Sunday 18 May 07:30 – 14:00 Members to advise any objections or comments
- b) From FoAP – Band Concerts on the bandstand in Memorial Gardens, Ashbourne -27 July, 17 and 23 August. Members to advise any objections or comments

13) Decision Notices (for information)

Reference	Name	Location	Details	Decision
24/00794/LBALT	Lloyds Banking Group	Lloyds Bank, Bank House, 1 Compton, Ashbourne	Proposed bank signage and ATM removal	Granted With Conditions 07/02/2025
24/00755/FUL	Mr John Hilton	20 Market Place, Ashbourne	Change of use from class E to residential, internal alterations	Granted With Conditions 05/02/2025

24/00756/LBALT	Mr John Hilton	20 Market Place, Ashbourne	Change of use from class E to residential, internal alterations	Granted With Conditions 05/02/2025
24/01117/CLPUD	Mr Martin Wroe	15 Spire Close, Ashbourne	Proposed replacement of kitchen window and french doors to the rear	Permitted 21/02/2025
T/25/00004/TPO	Mr Edward Bentley	Dark Lane, Ashbourne	6 x Lime Trees - prune back to previous cuts which is roughly 10% of the overall crown and crown lift to create 20ft clearance from the ground and remove epicormic growth around the stem	Granted With Conditions 19/02/2025
T/25/00010/TCA	Mrs Rebecca Wood	St Oswalds C of E Primary School, Mayfield Road, Ashbourne	Fell to ground level 1no. Elderberry tree	Permitted 19/02/2025

14) Chair to sign the Minutes (Previously approved and ratified)



Ashbourne Town Council

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Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

10th March 2025 – Planning Committee

Millennium Square – Soft Landscaping and Maintenance

<p>Agenda Item: <i>(insert the wording to appear on the agenda, the motion/resolution that you are seeking to resolve, i.e., "to resolve to..... to note that.....to ensure that.....")</i></p>	<p>Members to note the soft landscaping and maintenance plan for Millennium Square, these have been submitted as part of the Discharge of Conditions to the Planning Authority</p>
<p>Background Information: <i>(Insert as much information as possible so that councillors have the detail, they need to help make an informed decision, for example, cost, time, long term/short term project, where, how, why, when?)</i></p>	<p>Information attached</p>

ASHBOURNE REBORN


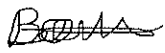
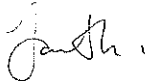
MILLENNIUM SQUARE LANDSCAPE MANAGEMENT AND
MAINTENANCE PLAN

Derbyshire County Council

Project Number: 60707862
Document No: ASHREB-ACM-ELS-MS-MS-LA-3000001

24/02/25

Quality information

Prepared by	Checked by	Verified by	Approved by
Panna Husz	Becca Little	Jane Ash	Scott Harris BL 24/02/25
			SH

Revision History

Revision	Revision date	Details	Authorised	Name	Position
C02	20.02.25	Updated with maintainer's comments	Scott Harris	Panna Husz	Landscape Consultant
C01	28.01.25	Planning Issue	Scott Harris	Panna Husz	Landscape Consultant

Distribution List

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Abbreviations and Acronyms

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1. Introduction

- 1.1 AECOM have been appointed by Derbyshire County Council to prepare this Landscape Maintenance and Management Plan for the Millennium Square in Ashbourne.
- 1.2 This document should be considered as the starting point for an evolving document and is to be reviewed on an annual basis, or as and when detailed phases are complete during the design process. It relates to the whole development site.
- 1.3 This document sets out the management and maintenance objectives and schedule of operations for the protection and enhancement of the landscape fabric of the Site, how the issues of landscape and ecological significance will be managed and the requirements of the management company that will undertake the work and oversee an ongoing review of the strategy.

2. General Site Description

- 2.1 The site is located within Ashbourne town centre at Millennium Square.
- 2.2 The site lies within a small area of public realm on the corner of Buxton Road and St Johns Street.

3. Policy, Legal Protection (and Guidance) Relating to The Site

- 3.1 The Site lies within the administrative authority of the Ashbourne Town Council.
- 3.2 All bats and Great Crested Newts are protected as European Protected Species (EPS) under the Conservation of Habitats and Species Regulations 2010 (the 'Habitat Regulations' 2010). Any works are to be in accordance with the Habitat Regulations 2010, the Natural Environment and Rural Communities Act 2006 and the Wildlife and Countryside Act 1981 (as amended).
- 3.3 All birds and their nests are also protected under the Wildlife and Countryside Act 1981. Site management must be aware of the need to avoid disturbance or harm to nesting birds either by avoiding the nesting season, March to August inclusive and / or by checking that no nests would be affected by works.
- 3.4 **Health and Safety:** All work undertaken on the site by contractors, volunteers or direct employees must comply with the appropriate legislation relating to health and safety and the control of hazardous substances.

4. Objectives of the Landscape Management Plan

- 4.1 Generally, the landscape objectives for the site are:
 - to provide and maintain an attractive/visually appealing landscape setting to the development.
 - to maintain health and safety requirements to all areas of public open space.

5. Management Objectives

- 5.1 The key objective is to improve and maintain the existing and new landscape structure in perpetuity. This will be achieved through the implementation of this management plan by an appointed management company, or parties to whom areas are to be adopted.
- 5.2 All operations are to be carried out in accordance with the Maintenance Specification included in sections 7-8 of this document.
- 5.3 The Site has been divided into vegetation types of areas, based on existing conditions, the relationship of particular areas to the development and the influences and constraints affecting those areas. The extent of these vegetation types are given a brief description below, as are the influences and constraints on them. Specific objectives are given, drawn from the overall objectives, followed by proposals for the establishment of new habitats.

6. Schedule of Operations

6.1 1 – Shrubs

A few shrub plantings in raised planters are proposed across the Site. This will create a structure and succession, a sense of place and different character areas within the Site.

- Shrubs will be managed to enhance biodiversity of the Site and ensure safety of both residents and visitors.
- It is intended to establish the comprehensive planting regime for the Site by introducing these shrub planting areas which will add aesthetic elements to the hard surface areas.
- Planting shrubs of local provenance to create pockets of wildlife islands within the urban areas.
- To encourage a bushy and fruiting shrubbery a less frequent pruning regime, as outlined in Section 9.3, shall be established allowing fruits to be consumed by birds and other wildlife and avoid impacts on breeding and nesting birds.

7. General Maintenance Conditions

7.1 Introduction

- (i) The works to be maintained are to be shown on detailed landscape drawings as and when these are carried out.
- (ii) The works shall be maintained by the responsible Landscape Contractor from Practical Completion for the defects liability period as follows;
- Shrubs Planting - 12 months from Practical Completion or
 - Until works are signed over to Ashbourne Town Council.

7.2 Landscape Contractor

A suitable specialist Landscape Contractor, employed by the Main Contractor shall carry out the works described in this specification..

7.3 Machines and Tools

Machines and tools are to be used that are suitable for the site conditions and the work to be carried out. Use hand tools around trees, plants and in confined spaces where it is impracticable to use machinery.

7.4 Workmanship

- (i) **Method of Work** – the method of executing any of the work in this specification and schedules unless specifically mentioned, is at the discretion of the Landscape Contractor and Ashbourne Town Council.
- (ii) **Good Practice** – Where and to the extent that materials, products and workshop are not fully specified they are to be suitable for the purposes of the works states in or reasonably to be inferred from the contract documents, and in accordance with good horticultural practice, including the relevant provisions of current British Standard documents.
- (iii) **Maintenance standards** should at all times reflect the development's high-quality image. The Landscape Contractor shall keep all planting area weed free, plants vigorous and healthy, and the overall landscape environment neat and tidy.

7.5 Programme of the Works

- (i) The Landscape Contractor shall co-ordinate with the Main Contractor programme then submit a detailed programme of works prior to starting work on site.
- (ii) The specification equates calendar months to Performance Periods. Performance Period 1 –12 equates to January to December (PP1 = January, PP12 = December).
- (iii) The Landscape Contractor shall report any potential failures to meet the specified programme to the Main Contractor. Any changes to the agreed programme must be in writing.

7.6 Chemicals

(i) Legislation

Pesticides include herbicides, insecticides, fungicides, and plant growth regulators. The use of pesticides is governed by legislation. The Landscape Contractor must comply with the 'The Control of Pesticides Regulations 1986' made under the 'Food and the Environment Protection Act 1985', 'The Control of Substances Hazardous to Health Regulations 1988' made under the 'Health and Safety at Work Act 1974' and any other legislation enacted during the contract period.

All pesticides must be products on the current list of Agricultural Chemicals Approval Scheme. All pesticide users shall comply with the conditions of approval relating to use clearly stated on the product label.

The Landscape Contractor must comply with all relevant Codes of Practice issued by DeFRA. In particular where work is near water, comply with the 'Code of Practice for the Use of Herbicides on Weeds in Watercourses and Lakes'. Written approval from the Environment Agency (EA) should be obtained prior to the use of pesticides within these areas.

(ii) Certificates

A recognized nominated storekeeper's certificate of competence (BASIS) is required by a Landscape Contractor storing more than 200 litres of pesticides. All pesticides transported or stored in the Landscape Contractor's vehicles (regardless of quantity) shall be locked in a separate storage compartment in the vehicle or within a lockable container in 'pickups' that are bolted to the floor of the vehicle.

The storage locker must be sealed and clearly marked as containing pesticides and must bear a standard black and yellow hazard sign.

A Certificate of Competence (National Proficiency Training Certificate) must be held by the Landscape Contractor applying pesticides and handed to the Estate Management Company prior to commencement on site. Only Certificate of holders shall mix, apply and dispose of pesticides and other chemicals on the site.

(iii) Use of Pesticides

Notification of at least 24 hours shall be given to the supervisor of the Landscape Contractor's intention to carry out application of pesticides. The Landscape Contractor shall select the most appropriate and effective method for each particular area or situation or for any particular use or

specific work and shall notify the supervisor of the type of pesticide, active ingredient, and method and timing of application.

The Landscape Contractor shall keep a written logbook detailing all uses and pesticide applications carried out and a copy shall be submitted to the supervisor for record.

The Landscape Contractor is required to notify the public of any pesticide application. A warning sign shall be posted at the entrance to the areas to be treated. Where contained solely within planting beds the sign shall be placed adjacent to edges in noticeable positions. Details of the application and a contact person shall be indicated on the sign.

The Landscape Contractor shall in accordance with COSHH Regulations protect employees and other persons, including the public, who may be exposed to substances hazardous to health.

The Landscape Contractor shall restrict the use of chemicals strictly to where necessary either to maintain formal landscape areas or to control notifiable weeds. Informal landscape areas, parkland and peripheral areas should be free of both pesticides and fertilizers except where absolutely necessary.

(iv) **Disposal**

The Landscape Contractor shall dispose of waste pesticides and containers in accordance with the control 'Control of Pesticides Regulations 1986', Control of Pollution Act 1974', and 'Water Act 1989'. Safe disposal arrangements shall be made before starting to apply pesticides. Concentrated pesticides shall be disposed of in arrangement with the local Environmental Health Department or with a specialist waste disposal contractor.

Empty containers shall not be re-used for any purpose and containers shall be cleaned thoroughly in accordance with label instructions prior to safe disposal.

(v) **Generally**

The Landscape Contractor shall be responsible for making good and or compensation for any damage resulting from negligence in the application, handling and storage of pesticides.

The Landscape Contractor shall be responsible for keeping up to date with all legislation and regulations regarding the use of pesticides. The Landscape Contractor shall inform the supervisor of any subsequent changes to legislation and regulations that affect the contract.

7.7 Protection

The Landscape Contractor shall in respect of the maintenance works and adjacent areas of the site used by him in the course of the contract ensure that:

- Adequate protection of existing and newly planted/turfed areas is erected and maintained to prevent damage.
- There is appropriate making good on removal of any protective measures on completion.
- There is repair of any damage to adjacent and existing site works and features.
- All hard surfaces used are kept, protected, clean and tidy.
- All protective fencing at the end of the 12/24 months defect liability period will be removed.

7.8 Watering

After Practical Completion of the main contract the Landscape Contractor appointed shall supply all necessary hose attachments and fittings to keep the infrastructure landscape grass, planting and trees watered. Watering shall be undertaken as necessary to ensure that plants remain healthy, establish and grow. Emergency legislation restricting the use of water from the mains during drought conditions, the Landscape Contractor shall arrange the collection and application of suitable second-class water for irrigation purposes, by bowser or other means, from approved source to deliver to site and apply as specified. This shall be included for in the price for maintenance during the defect's liability period.

7.9 Arisings

The Landscape Contractor appointed by the Main Contractor is to remove from the Site and dispose of weeds, pruning's, leaves, litter, rubbish, dirt and other arisings unless specifically described as to be left and spread over beds etc.

7.10 Focal Areas

When carrying out maintenance operations the Landscape Contractor is to ensure the focal areas such as the landscape setting to the boundaries of the Site/Site entrances, existing water courses, the main corridors of access and formal planting are given priority.

8. Shrub Planting Maintenance

8.1 Preamble

- (i) The Landscape Contractor shall, at all times, maintain shrubs so that they are neat, tidy, vigorous, dense and do not obstruct or overhang footpaths and roads or encroach on other maintained areas. Cutting shall generally maintain the original profile/shape.
- (ii) The Landscape Contractor shall supply and use planks, trestles or similar where necessary to increase reach.
- (iii) All hedges shall be cut to leave a clean, even height and well cared for appearance.
- (iv) All arisings shall be collected immediately following cutting or at the end of each work period and taken to the designated location for disposal. This includes trimmings hung up in hedges and the sweeping of adjacent hard surfaces.
- (v) The Landscape Contractor shall ensure that the width of the hedge or any vegetation within it, i.e. brambles, does not present a hazard or obstruction to pedestrians, pavements, roads or signs at any time. The Landscape Contractor shall allow for this in their tendered rate.
- (vi) Once commenced, the cutting operation shall continue and be completed without delay.

8.2 Pruning

- (i) The shrubs shall be pruned back to the general shape as that which existed at the completion of the last approved pruning.
- (ii) No pruning shall take place when the hedges are in flower unless this has been approved by Ashbourne Town Council.
- (iii) Should the Landscape Contractor believe that they have been asked to do anything which, in their opinion, is detrimental to the shrub planting, an obstruction to pedestrians/vehicles, or they consider it appropriate to deviate from the specification, the supervisor shall be notified prior to the work commencing.
- (iv) The Landscape Contractor shall avoid cutting/pruning in March to July to cause minimum disturbance to nesting birds and wildlife, in compliance with the Wildlife and Countryside Act.

8.3 Pruning Regimens

- (i) Shrub pruning will be undertaken according to vigour and type, as listed in the Bills of Quantity.
- (ii) Pruning shall be carried out at times appropriate to each species, defined below:

Species	Cutting regime	Time(s) of Cut
Time(s) of Cut		

Mixed Shrub Planting	Once every year	Late October (unless otherwise agreed)

Table 1. Pruning Regimens

8.4 Associated Maintenance Work

8.4.1 *Maintenance of Planting Areas*

- (i) The Landscape Contractor shall be required to leave the base of the shrubs clean, tidy and weed free on every occasion that maintenance operations are carried out, and this shall include the removal of all litter, leaves, debris and other such deleterious matter.
- (ii) The soil shall be lightly cultivated (taking care not to damage the root system) and all litter, leaves, debris and any other rubbish shall be removed to the designated area for disposal. The site shall be left clean and tidy.

