

**MINUTES OF THE MEETING OF DRONFIELD TOWN COUNCIL**  
**HELD IN COUNCIL CHAMBER, CIVIC HALL ON MONDAY 3<sup>rd</sup> JUNE 2024**

**Present:**

Councillors P. Jones (Chair), L. Deighton, A. Dale, S. Burkitt, M. Emmens, A. Foster, M. Foster, M. Ireland, P. Wright, G. Baxter, D. Cheetham, Christine Smith, Caroline Smith, A. Hutchinson, K. Tait and L. Coles.

**In Attendance:**

J Mitchell (Town Clerk), M Keys (Assistant Clerk) plus one member of the public.

**1. Apologies**

Apologies were received from Cllr G. Hopkinson, Cllr R. Welton and Cllr J. Yates.  
Cllr M. Foster sent notification that he would be arriving late to the meeting.

**2. To consider a variation of order of business**

There were no variations to the order of business.

**3. Declarations of Interest**

Cllr D. Cheetham declared a non-pecuniary interest as a member of the NEDDC planning committee and abstained from discussing and voting on planning matters.

**4. Public Speaking**

**4.1 Planning Matters**

None.

**4.2 General Matters**

None.

**4.3 Police Matters**

The Police were not in attendance at the meeting.

**051/24-25 RESOLVED**

To note the Police report.

**5. Council Minutes**

Members received and considered the minutes of the Annual Meeting of the Council held on 13<sup>th</sup> May 2024.

**052/24-25 RESOLVED**

That the minutes of the Annual Council meeting held on 13<sup>th</sup> May 2024 are approved and adopted as a true and accurate record of the meeting.

**6. Items for exclusion of public**

There were no items for exclusion of the public.

**7. Planning Matters**

**7.1 Planning Applications**

Members reviewed the planning applications submitted before council.

Cllr D. Cheetham abstained from voting on planning matters.

**053/24-25 RESOLVED**

To note the planning applications submitted.

**7.2 Planning Decisions**

Members received and reviewed the planning decisions.

**054/24-25 RESOLVED**

To note the schedule of planning decisions.

**8. Planning Application 24/00154/FL**

Members reviewed and discussed planning application 24/00154/FL – Nether Birchitt Farm Cottage.

**055/24-25 RESOLVED**

To submit the same concerns and objections to application 24/00154/FL that were already previously submitted regarding another planning application at the same location.

**9. Outside Services Report**

The following tasks have been carried out during May 2024

Litter/Dog Bins - The litter and dog bins continue to be emptied on a weekly basis, this is carried out every Thursday and consists of two men doing the whole route. The play areas are also given a visual inspection and anything that requires attention is entered into the play area sheets on return to workshop.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday and several funerals have been carried out. Outside Services staff have been topping up various graves and cutting grass and keeping area tidy.

Church Clock – Outside Service Operatives can't wind up the Church clock due to birds nesting on clock face which has stopped the clock until nesting season is over.

Tasks around Dronfield

1. Weed killed various areas round Dronfield.
2. Grass cutting on all Dronfield town council areas.
3. Flower beds weeded and rotavated ready for planting flowers.
4. Hanging baskets been install on lamp post.

5. Hanging baskets installed at Cliffe Park.
6. Sand pit brick work refurbished and reopened.
7. Wildlife cameras install in Alma due to missing stone from walls and CCTV signs installed.
8. Cliffe Park - roundabout and zip wire repaired.
9. Remedial work from fire inspection completed in Civic Hall, Cliffe Park and Stonelow.
10. Various staff carried out grass cutting course for lawnmowers.
11. Broken fence removed from Coal Aston football changing rooms.
12. Sindelfingen Park repairs to grass areas from Dronfield 10k.
13. Various reports around Dronfield investigated and dealt with.

#### Play area

Weekly checks of following play areas

Hilltop – nothing to report

Moonpenny Way – nothing to report

Sindelfingen – nothing to report

Stonelow - nothing to report

Lundy Road - nothing to report

Marsh Avenue - nothing to report

Cemetery Road - nothing to report

Dronfield Woodhouse - nothing to report

Cliffe Park – roundabout, zip wire and sandpit repaired

Birches Fold - nothing to report

Footpaths - Various foot paths around Dronfield been strimmed and blowed where required.

#### Other Tasks

Agendas have been placed on notice boards and are removed when meetings/events have taken place.

Banners removed/replaced on from the front of the Civic Hall when required.

#### **056/24-25 RESOLVED**

To note the outside services report.

#### **10. Meeting Reports**

To receive the meeting reports and recommendations on various matters:

#### 10.1 Properties Advisory Committee held on 15<sup>th</sup> May 2024

Members received and reviewed a copy of the minutes of the meeting.

##### **057/24-25 RESOLVED**

To approve the Terms of Reference for the Properties Advisory Committee for 2024.

##### **058/24-25 RESOLVED**

To accept the quote of £750 for removal of the old bus shelter on Carr Lane, with the cost of a new pole and flag to be covered by Derbyshire County Council.

##### **059/24-25 RESOLVED**

To approve the draft Fire Safety Policy, pending alterations recommended by Croner.

##### **060/24-25 RESOLVED**

To permit use of the car park behind the Village Hall for the Coal Aston Gala, which will be held on 6<sup>th</sup> July 2024.

##### **061/24-25 RESOLVED**

To note the minutes of the Properties Advisory Committee Meeting held on 15<sup>th</sup> May 2024.

#### 10.2 Parks & Recreation Advisory Committee held on 20<sup>th</sup> May 2024

Members received and reviewed a copy of the minutes of the meetings.

##### **062/24-25 RESOLVED**

To approve the Terms of Reference for the Parks & Recreation Advisory Committee for 2024.

##### **063/24-25 RESOLVED**

To note the minutes of the Parks & Recreation Advisory Committee Meeting held on 20<sup>th</sup> May 2024.

### 11. **Town Clerk's Report**

To consider the written report submitted by the Town Clerk.

#### **Items for Decision**

**Civic Hall** – To consider applying for a variation to the current premises licence for the Civic Hall to permit the supply of alcohol as the maximum number of temporary event notices has been reached for the venue with just two groups using them all and to train a member of staff as the premises supervisor and personal licence holder for the venue.

**Derbyshire County Council** – To decide whether the Council want to participate in the 2024-25 Public Rights of Way Minor Maintenance Agreement – the deadline to confirm is 14 June 2024.

**Derbyshire County Council** – To consider a request from Derbyshire County Council to install Mental Health messaging in bus shelters in Dronfield.

**Derbyshire County Council** - Installation of a Caustic Dosing Kiosk, a TSR MCC Kiosk and a Chemical Dosing Kiosk at Dronfield Wastewater Treatment Work (WwTW), Dronfield (Ordnance Grid Reference: SK 36670 77825). Location: Dronfield Wastewater Treatment Works, Dronfield Applicant: Yorkshire Water Services Limited Application Code: CW4/0823/22 To consider additional documents which have been received since the last consultation. Any observations that you may wish to make concerning this information should be forwarded to Planning Services by 4 June 2024.

**North East Derbyshire District Council** – To consider a request from the Streetscene team at NEDDC who are currently undertaking a review of the street cleansing arrangements within NEDDC. To ensure that they have all relevant information, it would be helpful if Council could let them know of any areas within wards that councillors believe require more attention by 26 June 2024. The areas included in the review are listed in the email.

**Lord Foster** - To consider a request for Council to support a campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal.

#### **Items for Information**

**Derbyshire County Council** - Parish & Town Council Liaison Forum: Highways Development Control follow-up meeting from 5.30pm to 7.00pm on Thursday 20 June 2024

#### **Correspondence Received**

**DALC** – The pre-election period for the general election

#### **064/24-25 RESOLVED**

To apply for a variation to the current premises licence for the Civic Hall to permit the supply of alcohol and to train a member of staff as the premises supervisor and personal licence holder for the venue.

#### **065/24-25 RESOLVED**

To participate in the 2024-25 Public Rights of Way Minor Maintenance Agreement.

#### **066/24-25 RESOLVED**

To approve the installation of Mental Health messaging via Derbyshire County Council within bus shelters in Dronfield to include the Town Council logo.

#### **067/24-25 RESOLVED**

To re-submit the original objections to planning application CW4/0823/22. Installation of a Caustic Dosing Kiosk, a TSR MCC Kiosk and a Chemical Dosing Kiosk at Dronfield Wastewater Treatment Works.

#### **068/24-25 RESOLVED**

To defer the decision regarding a campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal, to the next meeting.

**069/24-25 RESOLVED**

To note the Town Clerks report.

**12. Year End Accounts 2023-24**

Members received a copy of the final year end accounts for 2023-24.

**070/24-25 RESOLVED**

To note the final year end accounts for 2023-24.

**13. Internal Audit Report**

Members received the report from the Internal Auditor.

**071/24-25 RESOLVED**

To note the internal audit report for 2023-24.

**14. Annual Governance Statement for 2023-24**

The annual Governance Statements were presented and all nine statements were read out to Council by the Town Clerk.

**072/24-25 RESOLVED**

That the Council acknowledge, as members of Dronfield Town Council, their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the accounting statements and confirm to the best of their knowledge and belief, with respect to the Accounting Statements for the year ended 31st March 2024 that statements one to nine on the Annual Governance Statement are agreed.

**15. Accounting Statements for 2023-24**

The Accounting Statement for 2023-24 were presented to Council.

**073/24-25 RESOLVED**

That the Accounting Statements for 2023-24 are approved.

Cllr M. Foster entered the meeting at 7:51pm

**16. Financial Reports**

Members received an income and expenditure report, bank reconciliations and the schedule of receipts and schedule of payments for April 2024.

**074/24-25 RESOLVED**

That payments of £100,709.80 for April 2024 are approved.

**075/24-25 RESOLVED**

To note the schedule of receipts for April 2024.

**076/24-25 RESOLVED**

To note the bank reconciliations for the period ending April 2024.

**077/24-25 RESOLVED**

To note the income and expenditure for the period April 2024.

Meeting closed at 7:54pm.

Chair..... Date.....

**DRONFIELD TOWN COUNCIL**

**SCHEDULE OF PLANNING APPLICATIONS**

**SUBMITTED TO COUNCIL ON MONDAY 3<sup>rd</sup> JUNE 2024**

<b>No</b>	<b>Reference</b>	<b>Applicant</b>	<b>Location</b>	<b>Details</b>
<b>1</b>	24/00201/FL	Mr and Mrs J Barrett	45 Victoria Street Dronfield S18 1PL	Construction of 3 bed two storey house on land adjacent (Amended Title)(Amended Plans)
<b>2</b>	24/00322/FL	Mr Richard Wilkinson	Scout Hall Wreakes Lane Dronfield S18 1PN	Application to remove the current temporary cabins and permanent installation of 4no. new modular cabins to form a Scouts hall with kitchen and toilet provisions
<b>3</b>	24/00354/FLH	Mr Thomas Flauherty	202 Stubley Lane Dronfield Woodhouse Dronfield S18 8YR	Proposed two storey side and single storey rear extensions to existing dwelling with driveway and access alterations
<b>4</b>	24/00355/FLH	Mrs A Hart	69 Ullswater Drive Dronfield S18 8PN	Demolition of the existing garage, provision of 2 storey side extension with velux windows and single storey rear extension.
<b>5</b>	24/00358/FLH	Hitchman	113 Longcroft Road Dronfield Woodhouse Dronfield S18 8XW	Erection of a single storey front extension
<b>6</b>	24/00379/CATPO	The Dronfield Henry Fanshawe School	The Dronfield Henry Fanshawe School Green Lane Dronfield	Notification of intention to prune various trees within Dronfield Conservation Area
<b>7</b>	24/00387/SOLAR	Mr Simon Alexander	William Lee Ltd Callywhite Lane Dronfield S18 2XU	Prior notification application for Solar Carport above existing car park
<b>8</b>	24/00391/CATPO	Dr Andrew Davies	1 Lea Road Dronfield S18 1SB	Notification of intention to fell 1no Populus (T4) and 1no Fraxinus (T24) and pruning works to T1-T3, T5-T13, T15-T21, T25-28 and T31-32 within Dronfield Conservation Area

## BANK ACCOUNT-NO 1

## List of Payments made between 01/04/2024 and 30/04/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/04/2024	Business Stream	4635374	335.87		WaterChrgsDec-March24
02/04/2024	Water Plus	inv0518159	1.83		WaterChrgsFeb-March24
02/04/2024	OPUS - Civic Hall	75166320	258.58		ElecChrgsMarch24
02/04/2024	Opus Energy Civic Hall	DD	-0.26		OpusC/HallDifference
04/04/2024	NEST Pensions	nestmarch	967.91		NestMarchPayment24
05/04/2024	EE Limited	213623904	122.76		MobilePhoneChrgsMarch-April24
05/04/2024	NEDDC - CHURCH ST CAR PARK	april24	132.30		NEDDCAPRILRATES24
05/04/2024	NEDDC CLIFF PARK	AprilRates	415.70		NEDDCAPRILRATES24
05/04/2024	NEDDC - DRONFIELD	ratesapril	158.85		NEDDCAPRILRATES24
05/04/2024	NEDDC - COAL ASTON	24rates	450.00		NEDDCAPRILRATES24
05/04/2024	NEDDC - CIVIC HALL	rates	2,495.00		NEDDCRatesApril24
08/04/2024	Gamma Business Communications	GA1771515	172.75		GammaTelephoneCostsApril24
10/04/2024	Wolseley UK Ltd	94915661	33.90		ToiletSeatReplacement
10/04/2024	Pinnacle Testing Solutions Ltd	si-1001953	261.36		PortableApplianceTestingMrch24
10/04/2024	E D Steel Ltd	1361	107.55		PropMaintenanceProducts
10/04/2024	JPS Building Services	1013	4,063.20		ReplacementC/ParkFence
10/04/2024	JPS Building Services	1010	400.98		TimberBoardsC/ABowling
10/04/2024	JPS Building Services	1011	801.96		TimberBoardsBowlingClub
10/04/2024	Hopkinson Waste Management Ltd	031222	684.00		CemeterySkipExchange
10/04/2024	Hallamshire Heating Co Ltd	2403111441	114.00		AnnualServiceEnergyStore35
10/04/2024	Lightwood Sports Groundcare Lt	3917	1,774.00		GroundsMaintenanceDTMarch24
10/04/2024	Trade UK Account	1477074473	39.96		CemeteryToiletMaintenance
10/04/2024	JPS Building Services	1014	8,272.32		CemToiletRoof&RoomInstall
10/04/2024	Cubit Ultrasonic	41004	283.50		UltrasoundTestsDTCLamposts
10/04/2024	Joe Littlewood	inv-0154	2,304.00		GraveDiggingsChrgsNov-Feb24
10/04/2024	P B Groundcare Services	2446	820.73		MowerMaintenanceMarch24
10/04/2024	P B Groundcare Services	2447	747.80		HondaMowerMaintenanceMarch24
10/04/2024	P B Groundcare Services	2448	298.19		HusqvarnaMowerMaintenanceMarch
10/04/2024	ADR Lifts Limited	dro0003	459.00		C/HallLiftInspectionMarch24
10/04/2024	Yorkshire Purchasing Organisat	si-3121704	34.73		HandTowelOrderMarch24
10/04/2024	James Raeburn & Son Ltd	inv-1317	206.28		StaffTrouserOrder
10/04/2024	Procheck Electrical Ltd	3277	308.40		DWSSCElectricBowlingPavillion
10/04/2024	Procheck Electrical Ltd	3278	96.00		UnitCalloutforWaterHeater
10/04/2024	DB Animal Therapy	inv0400	500.00		PettingZooDronfieldGala24
10/04/2024	The Aviary	ta039	240.00		DronfieldGala24
10/04/2024	[REDACTED]	EXPENSES	15.99		Expenses Claim Form
10/04/2024	Dronfield Junior School	BACS	200.00		£200depositrefund
11/04/2024	British Gas Trading Ltd	814528360	5.01		GasChrgsMarch24
11/04/2024	O2 Direct Debit	29244787	137.78		MobileChrgsMarch23
11/04/2024	Croner Group Limited	C000830635	633.79		CronerChgsApril24
12/04/2024	HSBC Bank Plc	HSBCMARCH	52.96		HsbcBankChgsFeb24
15/04/2024	Salaries & Wages	APRILWAGES	23,135.41		Salaries & Wages April 24
15/04/2024	NEDDC Cemetery Lodge	april24	777.50		AprilRates24
15/04/2024	NEDDC - WORKS UNIT	april2024	548.00		AprilRatesUnit
16/04/2024	North East Derbyshire District	DV20137464	28,192.45		DTCElectionChrgsMay23
16/04/2024	North East Derbyshire District	DV20136699	733.20		TradeWasteChrgsApril24-Sep24
16/04/2024	North East Derbyshire District	DV20136938	2,199.60		TradeWasteChrgsApril24-Sep24

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/04/2024	FuelGenie	10194266	317.23		FuelGenieMarch24
17/04/2024	HSBC Bank Plc	23.13	23.13		BankChrgs&InterestFeb-March24
18/04/2024	Frama Smart Mailing	90677868	123.83		FramaRentalChrgsMay-Aug24
18/04/2024	Water Plus	05299631	194.04		WaterChrgsApril24
18/04/2024	EDF Energy	april855	18.00		ElecChrgsApril24
18/04/2024	EDF Energy	april391	623.00		ElecChrgsApril24
19/04/2024	Water Plus	05320544	128.94		WaterChrgsApril24
22/04/2024	JEW Smith Groundcare	MARCH24	942.50		BowlingGreenMarch24
22/04/2024	James Coles & Sons (Nurseries)	228489	2,100.00		VariousTreeReplaceDelivery
22/04/2024	Alfred Dunham & Son Ltd	767688/766	76.04		GroundsMaintenanceProducts
22/04/2024	E D Steel Ltd	1375	143.50		MaintenanceEquipments
22/04/2024	Geldards LLP	30049448	576.00		ProfFeesChurchSt
22/04/2024	Lumlec Electrical Limited	1886	672.00		RoutineTesting&InpecAlarmsetc
22/04/2024	The Quadbike Warehouse Ltd	in1544	353.51		QuadbikeMaintenance
22/04/2024	IDMobile	16549120	6.00		MobileChrgsApril-May24
22/04/2024	Spitfire Network Services Ltd	sbs1214172	30.50		SpitfireChrgs(FinalInvoice)
22/04/2024	Water Plus	05331826	105.96		WaterChrgsApril24
22/04/2024	Water Plus	05332667	78.37		WaterChrgsApril24
24/04/2024	British Gas Trading Ltd	804928294	684.96		GasChrgsApril24
24/04/2024	British Telecommunications PLC	m004iz	45.96		BroadbandChrgsApril24
24/04/2024	HSBC Bank Plc	HSBCApril	276.44		HSBCCommercialCardApril24
25/04/2024	Water Plus	5414395	37.72		WaterChrgsApril24
25/04/2024	HMRC TAX Nil etc	march24	6,727.18		NestPaymentMarch24
25/04/2024	EDF Energy	239.00	239.00		ElecChrgsApril24
25/04/2024	EDF Energy	april582	206.00		ElecChrgsApril24
25/04/2024	EDF Energy	april049	197.00		ElecChrgsApr24I
26/04/2024	Business Stream	4855286	643.99		WasteChrgsApril24
26/04/2024	Westfield Health Direct D	1567116	26.48		WestfieldHealthApril24
29/04/2024	Water Plus	05547023	20.97		WaterChrgsApril24
29/04/2024	Water Plus	05439996	86.95		WaterChrgsApril24
30/04/2024	Water Plus	v05471362	9.78		WaterChrgsApril24
<b>Total Payments</b>			<b>100,709.80</b>		

## BANK ACCOUNT-NO 1

## Cash Received between 01/04/2024 and 30/04/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
19/04/2024	North East Derbyshire Council		50% Precept 2024	499,657.50
05/04/2024	Sales Recpts Page 5880		Sales Recpts Page 5880	58.30
04/04/2024	Sales Recpts Page 5881		Sales Recpts Page 5881	50.50
02/04/2024	Sales Recpts Page 5882		Sales Recpts Page 5882	536.00
15/04/2024	Sales Recpts Page 5883		Sales Recpts Page 5883	533.50
09/04/2024	Sales Recpts Page 5884		Sales Recpts Page 5884	485.00
11/04/2024	Sales Recpts Page 5885		Sales Recpts Page 5885	491.18
11/04/2024	Sales Recpts Page 5886		Sales Recpts Page 5886	95.00
21/04/2024	Sales Recpts Page 5887		Sales Recpts Page 5887	58.30
19/04/2024	Sales Recpts Page 5888		Sales Recpts Page 5888	58.30
18/04/2024	Sales Recpts Page 5889		Sales Recpts Page 5889	750.00
04/04/2024	Sales Recpts Page 5890		Sales Recpts Page 5890	70.00
08/04/2024	Sales Recpts Page 5891		Sales Recpts Page 5891	70.00
25/04/2024	Sales Recpts Page 5903		Sales Recpts Page 5903	800.00
<b>Total Receipts</b>				<b>503,713.58</b>