



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

13th November 2024

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 November 2024** 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) **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) **To Approve the Minutes of the Town Council Meeting held on Tuesday 15 October 2024**
- 7) **To Approve the Minutes of the Planning Committee Meeting held on Monday 11 November 2024**
- 8) **To Approve the Minutes of the Finance, Town Hall & HR Committee Meetings held on Monday 4 and Monday 11 November 2024**

- 9) **To Approve the Minutes of the C&E Committee Meeting held on Tuesday 12 November 2024**
- 10) **Finance**
 - a) Members to authorise the accounts for payment, all invoices listed have been examined, verified and certified by the Town Clerk/RFO. Chair and Deputy to sign the payment schedule (attached).
- 11) **Members to consider appointing a company to carry out the reinstatement valuation of the Town Hall deferred from Finance, Town Hall & HR Committee meeting following the reply from the Insurance Company (report attached and emailed out)**
- 12) **Clerk's Report – To advise Members of the changes to Employment Rights Bill (report attached)**
- 13) **Clerk's report – To advise Members of the Council's new 'Duty' to Prevent Sexual and General Harassment Policy (report and draft policy attached for Members approval)**
- 14) **From DDDC – Call for Sites 2024. DDDC are carrying out a Local Plan Review for sites suitable for housing or employments land or land suitable for habitat creation improvements with the Derbyshire Dales (copy email attached) links to the information on the email [Derbyshire Dales call for sites website](#) [Derbyshire Dales Strategic Housing Land Availability Assessment \(April 2022\)](#). [District Council's Biodiversity call for sites webpage](#)**
- 15) **Members to consider and decide whether to send corporate Christmas Cards (report attached) Members to note that if agreed, the design, image(s), wording and number of cards to be purchased need to be agreed at the meeting due to times scales of ordering and posting**
- 16) **Mayor to advise whether to hold a 'Mayor's Award's Event' and if agreed set the date**
- 17) **Project Updates**
 - a) Update on the Millennium Square project.
 - b) Ashbourne Reborn Highways & Public Realm – Programme Board.
 - b) Update on the Town Hall.
 - d) Update on the SIDS.
- 18) **Mayor's Announcements**
- 19) **Town Council representatives to give an update on Outside Bodies**
- 20) **Correspondence (for information only – previously email out)**
 - a) From DCC - Close The Green Road, Ashbourne from 2 - 4 January 2025 for new electric connection
 - b) From DCC - Close Bradbourne Road (B5056) Fenny Bentley for drainage repairs 25 - 29 November 2024 between 08:00 and 16:00 each day
 - c) From DCC – Extent of Highways Adoption, Market Place, Ashbourne
- 21) **Derbyshire Association of Local Councils, (including Training Dates) Council to note the following circular(s) received from DALC (emailed out) **November Newsletter****
- 22) **Chair to sign the Minutes (previously approved)**

Ashbourne Town Council PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
237	22/10/2024		Current Account - Ne		PAYE	HMRC	E	1,416.68		1,416.68
230	23/10/2024		Current Account - Ne	BACS	Christmas Lights Installation	Protech Electrical Ltd	S	750.00	150.00	900.00
231	23/10/2024		Current Account - Ne	BACS	Christmas Lights Installation	Protech Electrical Ltd	S	220.00	44.00	264.00
232	23/10/2024		Current Account - Ne	BACS	Christmas Lights Installation	Protech Electrical Ltd	S	14,431.50	2,886.30	17,317.80
233	23/10/2024		Current Account - Ne	BACS	Christmas Lights Installation	Protech Electrical Ltd	S	3,745.00	749.00	4,494.00
246	28/10/2024		Current Account - Ne		Salaries	Ashbourne Town Council	E	9,578.85		9,578.85
272	29/10/2024		Current Account - Ne		Franking Credit	Francobyp Postalia Ltd	E	50.00		50.00
229	31/10/2024		Current Account - Ne	BACS	Stationery and Cleaning Produc	Lyreco UK Limited	S	38.61	7.72	46.33
229	31/10/2024		Current Account - Ne	BACS	Stationery and Cleaning Produc	Lyreco UK Limited	S	15.75	3.15	18.90
270	01/11/2024		Current Account - Ne		Business Electricity Bill	British Gas	S	369.75	73.95	443.70
281	01/11/2024		Current Account - Ne		Sage Payroll	Sage	S	72.00	14.40	86.40
238	05/11/2024		Current Account - Ne	BACS	Lantern Procession Signage	Acres Signs & Graphics	S	252.00	50.40	302.40
236	15/11/2024		Current Account - Ne		Pension	Derbyshire County Council	E	2,993.56		2,993.56
234	15/11/2024		Current Account - Ne	BACS	Electrical Testing Hard Wire (S	Alan Benfield	S	1,500.00	300.00	1,800.00
239	15/11/2024		Current Account - Ne	BACS	Service Fire Alarm	O Heap and Son (derby) Li	S	446.25	89.25	535.50
235	15/11/2024		Current Account - Ne	BACS	Fireworks	Jubilee Fireworks	S	4,200.00	840.00	5,040.00
273	15/11/2024		Current Account - Ne		Mobile Phone	EE Limited	S	39.13	7.83	46.96
228	16/11/2024		Current Account - Ne	BACS	IG Stage Hire - Lights Switch O	IG Stage Hire Ltd	S	601.40	120.28	721.68
261	19/11/2024		Current Account - Ne		Christmas Lights Installation	Protech Electrical Ltd	S	14,748.00	2,949.60	17,697.60
262	19/11/2024		Current Account - Ne		Christmas Lights Installation	Protech Electrical Ltd	S	300.00	60.00	360.00
259	21/11/2024		Current Account - Ne		Gas	Crown Gas & Power	S	381.40	76.28	457.68
263	21/11/2024		Current Account - Ne		Business Gas Bill	EDFenergy.com	S	247.98	49.60	297.58
282	21/11/2024		Current Account - Ne		Water and Sewerage	Waterplus	E	67.62		67.62
271	21/11/2024		Current Account - Ne		Photocopying	Ricoh UK Ltd	S	14.69	2.94	17.63
260	22/11/2024		Current Account - Ne		Staff Moorlands Mayoral Event	Staffordshire Moorlands Di	X	40.00		40.00
264	22/11/2024		Current Account - Ne		Fit new handle to disabled toile	Tradefast Builders Ltd	X	100.00		100.00
265	22/11/2024		Current Account - Ne		Fire Doors repairs	Tradefast Builders Ltd	X	550.00		550.00
266	22/11/2024		Current Account - Ne		Install hand rail on stairwell	Tradefast Builders Ltd	X	361.00		361.00
267	22/11/2024		Current Account - Ne		Work to Mens Toilets	J M Burton Plumbing and F	S	32.50	6.50	39.00
269	22/11/2024		Current Account - Ne		Administration and Cleaning	Lyreco UK Limited	S	70.02	14.00	84.02
276	22/11/2024		Current Account - Ne		CCTV Fault	Class A Fire and Security	S	135.00	27.00	162.00
269	22/11/2024		Current Account - Ne		Administration and Cleaning	Lyreco UK Limited	S	76.94	15.39	92.33
274	22/11/2024		Current Account - Ne		First Aid	St John Ambulance	S	114.40	22.88	137.28
277	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reit	Avanti of Ashbourne	X	78.00		78.00

Ashbourne Town Council
 PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
278 Christmas Lights	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reii	John German Estate Agent	X	9.50		9.50
279 Christmas Lights	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reii	Wigleys Shoes Ltd	X	70.50		70.50
283 Christmas Trees	22/11/2024		Current Account - Ne		30 ft Christmas Tree, Delivery ;	Woods Farm Limited	S	1,670.00	334.00	2,004.00
268 Grit Refills	22/11/2024		Current Account - Ne		CT1 Sealant White	Walter Tipper Ltd	S	40.81	8.16	48.97
275 Misc Hospitality	22/11/2024		Current Account - Ne		Poppy Wreath	Ashbourne Poppy Appeal	X	25.00		25.00
280 Non Domestic Rates	25/11/2024		Current Account - Ne		Non Domestic Rates	Derbyshire Dates District C	E	1,821.00		1,821.00
Total								61,674.84	8,902.63	70,577.47

C. S. Deen

Prepared by:

Name and Role

13/11/24

Date:

Approved by:

Name and Role

Date:

Approved by:

Name and Role

Date:



Ashbourne Town Council

Town Hall, The Market Place, Ashbourne, Derbyshire, DE6 1ES

Email: townclerk@ashbournetowncouncil.gov.uk

Website: www.ashbournetowncouncil.gov.uk

Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

7th October 2024 – Town Hall Reinstatement Valuation

<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 reconsider appointing a company to carry out a reinstatement valuation of the Town Hall.</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>The insurance value for the Town Hall is £2,503,994, the Town Council insurers Zurich have recommended that a reinstatement valuation is carried out to ensure that the Town Hall is adequately covered for insurance purposes and this would also inform the Asset Register.</p> <p>Three companies have been asked to quote and the prices for the reinstatement cost assessment are as follows:</p> <p>£2250 £2450 £1500 estimate (£125 per hour, estimates 1.5 hours (based on 12 hours)</p> <p>Excluding VAT</p> <p>Full copies of the quotations have been emailed to councillors.</p> <p>The costs would come from Professional Services, consultancy fees of which there is £4000 in the budget.</p>



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Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

9th November 2024 – Full Council – To advise Members of the changes to the Employment Rights Bill

<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>To advise Members of the changes to the Employment Rights Bill</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>The new Government have made some changes to the Employment Rights Bill and these are detailed below:</p> <p><u>The Right to Claim Unfair/Constructive Dismissal</u> For over a decade Employees have needed to accrue two years continuous service to be able to claim Unfair Dismissal at an Employment Tribunal. The Government's manifesto has committed it to giving Employees a day one entitlement to claim Unfair Dismissal.</p> <p><u>Maternity/Paternity/Shared Parental Leave/Parental Leave</u> These family friendly entitlements will also become a day one entitlement.</p> <p><u>Banning Zero Hours Contracts</u> The Government has said that zero hours contracts cannot be used after an Employee has been engaged for 12 weeks. Instead they will need to be issued with a regular / permanent hours contract based on working patterns during the first three months.</p>

	<u>Protection for Home Workers</u> Communication between management and staff who are working from home would be limited to contractual hours only. This would restrict phone calls, emails and social media correspondence to working hours only.	
Implications to be completed by The Clerk Revisions to existing employee policies to include the new measures identified above.		
Staffing Implications		
The Council Objectives		
		X ✓
Equalities and Human Rights	There are no equalities and human rights issues	
Biodiversity	There are no biodiversity issues	
Financial	There are no financial implications at this stage	
	There will be financial implications	
	There is provision within the budget	
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	

PLEASE NOTE – Agenda item requests: these must be received by The Town Clerk at LEAST 6 working days before the meeting at which you would like your item to be considered.



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Website: www.ashbournetowncouncil.gov.uk

Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

19th November 2024 – Full Council – Council’s New Duty to Prevent Sexual and General Harassment

<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>To advise Members of the Council’s New Duty to Prevent Sexual and General Harassment</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>From October 2024 new legislation (s40A Equality Act 2010) will create additional legal requirements for Councils, along with all employers, to take pro-active steps to prevent Sexual and General Harassment at Work.</p> <p>Councils will not be able to simply rely on paper based training and policies to defend themselves against claims of harassment. Instead they will need to take pro-active steps to demonstrate that they are preventing the problem, not just internally, but from third parties such as the public. The Council need to draft, document and circulate to all staff for consultation. Training records need to be updated and policies need to be published on the website and in public places.</p> <p>The Full Council or the Finance HR and Town Hall Committee will need procedures that:</p> <ul style="list-style-type: none"> • Define what constitutes harassment • Steps to take should the problem arise • Protection the Council will provide • Sanctions against offenders

A policy and procedure that is specific to the needs of the Council should be drafted.

Councils need to identify where risks exist:

- Contact with the public
- Lone working
- Parties and social events

The policy should contain details of help and support available to the person who made the complaint. Someone who's been sexually harassed will be given paid time off to get help with any resulting physical or mental health problems, this time off is additional to the normal sick leave.

The document should be issued to Councillors, staff and display in public areas. Members of the public and other third parties need to be aware of the Council's Policy and action that will be taken.

All Councillors and staff should either attend a briefing session or be required to read the document and sign it to confirm that they understand and will comply with it.

This will need to be repeated annually to enable a Council to demonstrate that it has taken reasonable steps to prevent the problem. This will also provide the Council with a valuable defence if it has to defend a claim for Sexual Harassment at the Employment Tribunal.

Elected Members who are accused of Sexual Harassment may have breached the Integrity Standard of the Code of Conduct.

A Council could face a surcharge of 25% on top on any compensation awarded to an employee who successfully makes a claim of Sexual Harassment at a Tribunal, if a Council cannot demonstrate how they complied with the new rules.

Implications to be completed by The Clerk

Clerk to draft a policy and training schedule for Member approval

Sexual and General Harassment Policy & Procedure

Policy

1. We recognise that harassment and victimisation is unlawful under the Equality Act 2010. As such, harassment or victimisation on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation is unacceptable and will not be tolerated.
2. Personal harassment takes many forms ranging from tasteless jokes and abusive remarks to pestering for sexual favours, threatening behaviour and actual physical abuse. For the purposes of this policy, it also includes bullying.
3. Bullying is understood to be targeted and persistent offensive, intimidating, malicious or insulting behaviour and can include the abuse or misuse of power to undermine, humiliate, denigrate or injure the recipient.
4. Whatever form it takes, personal harassment is always taken seriously and is totally unacceptable.
5. We recognise that personal harassment can exist in the workplace, as well as outside, and that this can seriously affect employees' working lives by interfering with their job performance or by creating a stressful, intimidating and unpleasant working environment.
6. We deplore all forms of personal harassment and seek to ensure that the working environment is sympathetic to all our employees. The aim of this policy is to inform employees of the type of behaviour that is unacceptable and provide employees who are the victims of personal harassment with a means of redress.
7. This policy covers all areas of the Council. This includes overseas sites, subject to any applicable local laws which impose any additional requirements on the Council.
8. We recognise that we have a duty to implement this policy and all employees are expected to comply with it. We will also endeavour to review this policy at regular intervals in order to monitor its effectiveness.

Examples of personal harassment

9. Personal harassment takes many forms and employees may not always realise that their behaviour constitutes harassment. Personal harassment is unwanted behaviour by one employee towards another and examples of harassment include:

- insensitive jokes and pranks
- lewd or abusive comments
- deliberate exclusion from conversations
- displaying abusive or offensive writing or material
- abusive, threatening or insulting words or behaviour
- name-calling
- picking on someone or setting them up to fail
- exclusion or victimisation
- undermining their contribution/position
- demanding a greater work output than is reasonably feasible
- blocking promotion or other development/advancement.

10. These examples are not exhaustive and disciplinary action at the appropriate level will be taken against employees committing any form of personal harassment.

Examples of sexual harassment

11. Sexual harassment can take place in many forms within the workplace and can go undetected for a period of time where employees do not understand that particular behaviour is classed as sexual harassment. Sexual harassment is unwanted behaviour related to sex, or of a sexual nature, by one employee towards another and examples of sexual harassment include:

- lewd or abusive comments of a sexual nature such as regarding an individual's appearance or body
- unwelcome touching of a sexual nature
- displaying sexually suggestive or sexually offensive writing or material
- asking questions of a sexual nature
- sexual propositions or advances, whether made in writing or verbally.

12. Sexual harassment can also take place where an employee is treated less favourably because they have rejected, or submitted to, the unwanted conduct that is related to sex or is of a sexual nature. Whether less favourable treatment occurs as a result will be examined broadly and includes areas such as blocking promotion and refusal of training opportunities or other development opportunities.

Examples of victimisation

13. Victimisation takes place when an employee is treated unfavourably as a direct result of raising a genuine complaint of discrimination or harassment. Furthermore, any employee who supports or assists another employee to raise a complaint is also subjected to victimisation if they are treated unfavourably.

Third party harassment

14. The Organisation operates a zero tolerance policy in relation to harassment perpetrated against one of its employees by a third party, such as a client/customer or visitor to the Organisation. All employees are encouraged to report any and all

instances of harassment that involve a third party in line with our reporting procedure, as outlined below.

15. If we find that the allegation is well-founded, we will take steps we deem necessary in order to remedy this complaint. This can include, but is not limited to:

- warning the individual about the inappropriate nature of their behaviour
- banning the individual from Council premises
- reporting the individual's actions to the police.

In addition to this, the Council will endeavour to take all reasonable steps to deter and prevent any form of harassment from third parties taking place.

16. Responsibilities

Employee responsibilities

16.1 The Council requires its employees to behave appropriately and professional at all times during the working day, and this may extend to events outside of working hours which are classed as work-related such as social events. Employees should not engage in discriminatory, harassing or aggressive behaviour towards any other person at any time.

16.2 Any form of harassment or victimisation may lead to disciplinary action up to and including dismissal if it is committed:

- in a work situation
- during any situation related to work, such as a social event
- against a colleague or other person connected to the employer outside of a work situation, including on social media
- against anyone outside of a work situation where the incident is relevant to their suitability to carry out the role.

16.3 A breach of this policy by will be treated as a disciplinary manner

17. Council responsibilities

17.1 The Council will be responsible for ensuring all members of staff, including seniors and those within management positions, understand the rules and policies relating to the prevention of harassing and bullying behaviour at work and during work-related social events. We will promote a professional and positive workplace whereby managers are alert and proactively identify areas of risk and incidents of harassment, sexual harassment and bullying.

17.2 We will also take into account aggravating factors, such as abuse of power over a more junior colleague, when deciding what disciplinary action to take.

- 17.3 Where an incident is witnessed, or a complaint is made under this policy, the Council will take prompt action to deal with this matter. All incidents will be deemed serious and dealt with in a sensitive and confidential manner.

Complaining about harassment and/or bullying

18. Informal method

- 18.1 We recognise that complaints of personal harassment, and particularly of sexual harassment, can sometimes be of a sensitive or intimate nature and that it may not be appropriate for you to raise the issue through our normal grievance procedure. In these circumstances you are encouraged to raise such issues with a senior colleague of your choice (whether or not that person has a direct supervisory responsibility for you) as a confidential helper.
- 18.2 If you are the victim of minor harassment you should make it clear to the harasser on an informal basis that their behaviour is unwelcome and ask the harasser to stop. If you feel unable to do this verbally then you should hand a written request to the harasser, and your confidential helper can assist you in this.

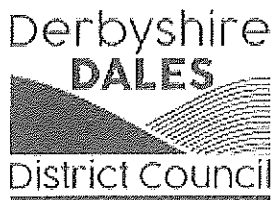
19. Formal method

- 19.1 Where the informal approach fails or if the harassment is more serious, you should bring the matter to the attention of *the Clerk* as a formal written grievance and again your confidential helper can assist you in this. If possible, you should keep notes of the harassment so that the written complaint can include:
- the name of the alleged harasser
 - the nature of the alleged harassment
 - the dates and times when the alleged harassment occurred
 - the names of any witnesses
 - any action already taken by you to stop the alleged harassment.
- 19.2 Where it is not possible to make the formal complaint to the above named person, for example where they are the alleged harasser, we would encourage you to raise your complaint to *or the Chair of Finance Town Hall and HR Committee* On receipt of a formal complaint we will take action to separate you from the alleged harasser to enable an uninterrupted investigation to take place. This may involve a temporary transfer of the alleged harasser to another work area or suspension with contractual pay until the matter has been resolved.
- 19.3 On conclusion of the investigation, which will normally be within 5 days of the meeting with you, a report of the findings will be submitted to the manager who will hold the grievance meeting.

- 19.4 You will be invited to attend a meeting, at a reasonable time and location, to discuss the matter once the person hearing the grievance has had opportunity to read the report. You have the right to be accompanied at such a meeting by a colleague and you must take all reasonable steps to attend. Those involved in the investigation will be expected to act in confidence and any breach of confidence will be a disciplinary matter.
- 19.5 You will be able to put your case forward at the meeting and the manager will explain the outcome of the investigation. You have a right to appeal the outcome, which is to be made to Chair of Finance Town Hall and HR Committee within 5 days of receiving the outcome.
- 19.6 If the decision is that the allegation is well founded, the harasser will be liable to disciplinary action in accordance with our disciplinary procedure up to and including dismissal.
- 19.7 The Council is committed to ensuring employees are not discouraged from using this procedure and no employee will be victimised for having brought a complaint.

Town Clerk

From: Planning Policy at Derbyshire Dales <localplan@derbyshiredales.gov.uk>
Sent: 08 November 2024 15:19
To: Town Clerk
Subject: Derbyshire Dales Local Plan Review - Call for Sites 2024



Please ask for: Mrs C Francis
Direct Dial No: 01629 761101
My Ref: SHELAA/2024/CFS
E-mail: localplan@derbyshiredales.gov.uk

8th November 2024

Email: townclerk@ashbournetowncouncil.gov.uk

E-MAIL ONLY

Dear Sir/Madam,

Derbyshire Dales Local Plan Review - Call for Sites 2024

Do you know of any land or buildings that could be suitable for housing or employment land or land suitable for habitat creation or improvements within the Derbyshire Dales?

If so, Derbyshire Dales District Council's Planning Policy Team would like to hear from you.

The District Council is currently undertaking a review of the Derbyshire Dales Adopted Local Plan (2017), and as part of this process, it is required to assess the availability of land for development to establish if there are sites that are suitable, available and achievable for development over the next 20 years.

From **8th November to 20th December 2024** the District Council is undertaking a 'Call for Sites'. This will provide you with the opportunity to nominate sites with the potential for new residential or employment development or sites with the potential to improve biodiversity and the natural environment. Any sites submitted during the 'Call for Sites' consultation will be considered for their suitability for inclusion in the Strategic Housing & Employment Land Availability Assessment (SHELAA).

The SHELAA is an important source of evidence that informs the plan-review process and provides information on the range of sites which are available to be developed. The SHELAA is part of the evidence base and does not allocate land for any specific purposes. This will be done by the District Council through the Local Plan process.

If you wish to put forward a site for housing and employment development, please visit the Derbyshire Dales call for sites website and complete a Call for Sites Submission Form which can be found on the website or by using the following link: Call for Sites Submission Form

If you have previously submitted a site to the District Council for housing or employment from the call for sites 2021 it will automatically be carried forward unless the District Council is notified that the site to be withdrawn and no longer available. If new evidence to support your submission, then please send it to the District Council. To check if your site was previously assessed by the District

Council please view the [Derbyshire Dales Strategic Housing Land Availability Assessment \(April 2022\)](#).

The District Council is also looking for sites that could improve wildlife habitats across the plan area and contribute to biodiversity net gain. If you would like further information, please visit the [District Council's Biodiversity call for sites webpage](#). This which provides further guidance and a [online submission form for biodiversity sites](#).

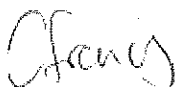
A separate form should be completed for each site. Forms should include as much information as possible, and a **Location Plan** should be attached. Without a location plan it will not be possible to register the site for further consideration.

Following an assessment of your submitted site, the Planning Policy Team may contact you for further information in respect of viability, timescales and deliverability.

Please complete all questions on the submission form and submit any additional information that may assist the District Council assess the development potential of the site.

If you have any queries or difficulties submitting the form, please do not hesitate to contact me. I look forward to hearing from you.

Yours Sincerely,



Claire Francis
Planning Policy Officer

[Sign up for our e-newsletter](#) for council updates, including any changes to your services

The views expressed in this e-mail are personal and may not necessarily reflect those of Derbyshire Dales District Council, unless explicitly stated otherwise.

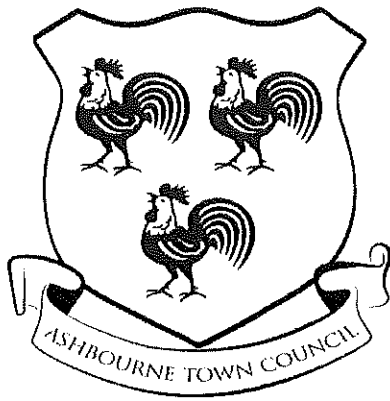
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Ashbourne Town Council

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Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

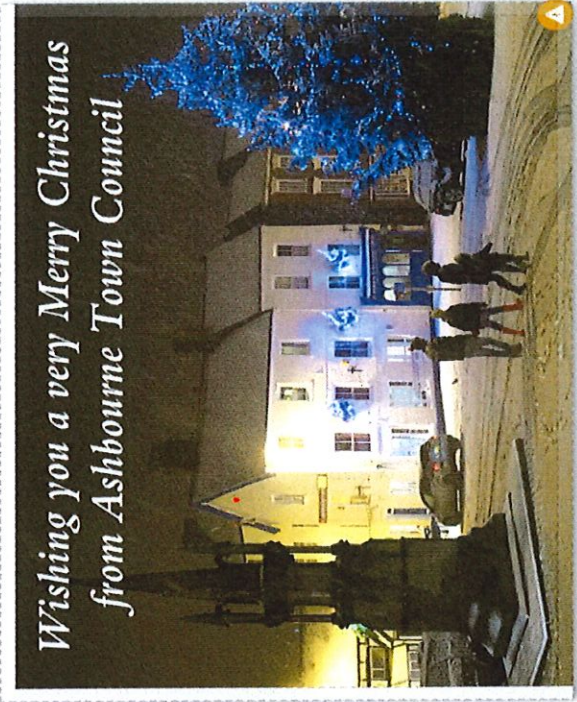
19th November 2024 – Town Council Christmas Cards – Full Council

<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 consider sending Town Council Christmas Cards and to agree the design and cost.</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>CLr Denise Brown has requested that the Town Council send Christmas Cards. In the past these have been sent to neighbouring parishes and local supplies etc.</p> <p>Members to consider the design, images attached.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Cost for 50 cards and envelopes</td> <td style="text-align: right;">£40.95</td> </tr> <tr> <td>2nd class postage for 50 cards is estimated at</td> <td style="text-align: right;">£40.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total cost £80.95</td> </tr> <tr> <td colspan="2" style="text-align: right;">Cost per card £1.62</td> </tr> </table>	Cost for 50 cards and envelopes	£40.95	2 nd class postage for 50 cards is estimated at	£40.00	Total cost £80.95		Cost per card £1.62	
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Price
~~23.40 GBP~~ **8.19 GBP** Continue to cart

> **Text** Saved Add new

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