

ASHBOURNE TOWN COUNCIL

Minutes of the Meeting of Ashbourne Town Council held on Tuesday 19 November 2024 in the Council Chamber, Town Hall, Ashbourne.

Present: Cllrs: Mr A Bates; Mrs D Brown; Mr E Brown; Mr P Chell; Mrs C Cooper; Dr G Clark; Mr A Currie; Ms B Michalek; Ms S Moore; Mrs A Smith; Mr M Spencer and Mrs Spencer

In attendance: Carole Dean; Town Clerk, Samantha Higton; Assistant Clerk
DDDC Cllr(s) Peter Dobbs and Stuart Lees

C/24/3918 Apologies for absence

Cllr Ms J Keyne; DDDC Cllr(s) Rob Archer and Nick Wilton; County Cllr Steve Bull

C/24/3919 Variation of Order of Business

None received

C/24/3920 Declaration of Members Interests

None received

C/24/3921 To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

None received

C/24/3922 Public Speaking

No Members of the public wished to speak

Police; County Councillor or District Councillor Matters

Cllr Mrs Spencer thanked everyone for their help with the Christmas Light Switch-On event on Saturday 16 November.

Cllr Cooper said that Fishpond Meadow area had not been mowed and when it was done it had been done badly.

Cllr Lees stated that the travellers had been serviced with an eviction notice however it would take time to come into effect.

Cllr Dobbs thanked the Town Council for the recent Fireworks Display and Christmas Light Switch-On event. Cllr Dobbs stated that there was an area of Fishpond Meadow that FoAP had pushed to be a wild flower Meadow; however the flowers had not taken as the area was too wet.

Cllr Bates stated that the barrier at the entrance to Cokayne Avenue car park was not being put back in place which could lead to issues.

Cllr Lees left the meeting at 7.13pm

C/24/3923 To Approve the Minutes of the Town Council Meeting held on Tuesday 15 October 2024

It was RESOLVED that the Minutes of the Town Council meeting held on Tuesday 15 October 2024 be approved

C/24/3924 To Approve the Minutes of the Planning Committee Meeting held on Monday 11 November 2024

It was RESOLVED that the Minutes of the Planning Committee Meeting held on Monday 11 November 2024

C/24/3925 To Approve the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 4 and 11 November 2024

It was RESOLVED that the Minutes of the Finance, Town Hall & HR Committee Meeting held on Monday 4 and 11 November 2024 be approved

C/24/3926 To Approve the Minutes of the C&E Committee Meeting held on Tuesday 12 November 2024

It was RESOLVED that the Minutes of the C&E Committee Meetings held on Tuesday 12 November 2024 be approved

C/24/3927 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

It was RESOLVED that the accounts for payment be authorised

C/24/3928 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 Mayor to advise whether to hold a 'Mayor's Award's Event' and if agreed set the date

It was RESOLVED to appoint Zurich Insurance to carry out the reinstatement valuation of the Town Hall

C/24/3929 Clerk's Report – To advise Members of the changes to Employment Rights Bill

It was RESOLVED to note the changes to Employment Rights Bill

C/24/3930 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 to approve

It was RESOLVED to defer making a decision on the Policy whilst the Clerk checked the wording of 'manager' and for it to be brought back to another meeting

C/24/3931 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](#)

It was RESOLVED not to give a corporate response; however, Member can identify sites as individuals

C/24/3932 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

It was RESOLVED to order 100 corporate Christmas Cards. The wording to be 'The Mayor, Ashbourne Town Councillors wish you a Happy Christmas and a prosperous New Year.

Member agreed on an image; however, if this was not possible the image of the Christmas tree in the Market Place would be used

C/24/3933 Mayor to advise whether to hold a 'Mayor's Award's Event' and if agreed set the date

It was RESOLVED to hold a 'Mayor's Award's Event' on Wednesday 26th March 2025, the closing date for nominations is Friday 28th February 2025.

Members RESOLVED not to accept nominations from those who had received an award in 2024; and that the number of guests invited with the recipient be restricted, within reason

C/24/3934 Project Updates

a) Update on the Millennium Square project.

No update

b) Ashbourne Reborn Highways & Public Realm – Programme Board

The Clerk advised there is a public engagement meeting (to be held at QEGS) on Tuesday 3rd December, she added that she had spoken to the 'chair' of C&E regarding the possibility of changing the date of the meeting

Cllr Bates urged members to attend the meeting

Cllr Mr Brown stated that the road closure on St John Street for 19 weeks could have a financial impact on parents who need to get their children to pre and after school clubs

c) Update on the Town Hall

The Clerk advised that the washroom in the anteroom had dried out following the dehumidifier being installed over two weeks prior; however, the plumber had advised that the timber floorboards may be un-safe and advised against using the washroom

d) Update on the SIDS

No update

C/24/3935 Mayor's Announcements

Cllr Mrs Spencer said that she had attended seven events during the past month including presenting the Pool Trophy at the Coach & Horses; the Remembrance Parade; the town's Christmas Light Switch-On and doing the draw to see who would turn the light on

C/24/3936 Town Council representatives to give an update on Outside Bodies

Cllr Cooper stated that Community Transport meetings would now be bi-monthly

Cllr Michalek stated that QEGS Speech Day would be in December and urged members to attend

Cllr Smith advised that ASCP were busy with the plans for the extension to the pavilion

C/24/3937 Correspondence (for information only – previously email out)

a) From DCC - Close The Green Road, Ashbourne from 2 - 4 January 2025 for new electric connection

Members agreed to note the information

b) From DCC - Close Bradbourne Road (B5056) Fenny Bentley for drainage repairs 25 - 29 November 2024 between 08:00 and 16:00 each day

Members agreed to note the information

C/24/3938 Derbyshire Association of Local Councils, (including Training Dates) Council to note the following circular(s) received from DALC (emailed out) **November Newsletter**

Members agreed to note the information

C/24/3939 Chair to sign the Minutes (previously approved)
It was RESOLVED that the Minutes be signed by the Chair

The meeting closed at 8.20pm

Chairman.....

Date.....

Ashbourne Town Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher 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	Francotyp 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
289	15/11/2024		Current Account - Ne		Business Electricity Bill	British Gas	L	24.80	1.24	26.04
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

Ashbourne Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
277	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reil	Avanti of Ashbourne	X	78.00		78.00
278	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reil	John German Estate Agent	X	9.50		9.50
279	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reil	Wigleys Shoes Ltd	X	70.50		70.50
283	22/11/2024		Current Account - Ne		30 ft Christmas Tree, Delivery	Woods Farm Limited	S	1,670.00	334.00	2,004.00
285	22/11/2024		Current Account - Ne		Christmas Lights Host	The Dove Radio Company	X	70.00		70.00
286	22/11/2024		Current Account - Ne		Christmas Lights Refreshments	Runway Cafe Ashbourne LI	X	352.00		352.00
287	22/11/2024		Current Account - Ne		Christmas Lights Photography	Threesixsevenline	X	120.00		120.00
288	22/11/2024		Current Account - Ne		Christmas Lights Electricity Reil	Ye Olde Vaults	X	70.00		70.00
268	22/11/2024		Current Account - Ne		CT1 Sealant White	Walter Tipper Ltd	S	40.81	8.16	48.97
275	22/11/2024		Current Account - Ne		Poppy Wreath	Ashbourne Poppy Appeal	X	25.00		25.00
280	25/11/2024		Current Account - Ne		Non Domestic Rates	Derbyshire Dales District C	E	1,821.00		1,821.00
284	28/11/2024		Current Account - Ne		Telephone	Focus Group	S	142.97	28.59	171.56
290	02/12/2024		Current Account - Ne		Business Electricity Bill	British Gas	S	383.37	76.67	460.04
Total								62,837.98	9,009.13	71,847.11

Heat & Light.

Prepared by: C. S. Dean Date: 19/11/24
Name and Role

Approved by: [Signature] Date: 19/11/24
Name and Role

Approved by: S. Spencer Date: 19/11/24
Name and Role

Additional payments since agenda publication highlighted in yellow.