

# Bakewell Town Council

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## Meeting of the Town Council held remotely on Monday 7<sup>th</sup> December 2020 at 6.30pm

### Minutes

#### Non-Confidential items

4813/20 **Present**

Cllr John Boyle, Cllr Steve Edwards, Cllr Adele Eyre, Cllr Alyson Hill, Cllr Paul Miller, Cllr Paul Morgans, Cllr Bill Storey

CCllr Judith Twigg, DCllr Alasdair Sutton, 1 member of the public

4814/20 **To receive and accept apologies for absence**

**Resolved:** To accept apologies from Cllr John Riley (internet connection issues), Cllr Hilary Young (unwell)

Apologies had also been received from DCllr Mark Wakeman, Peak Park Member Kath Potter and the police

4815/20 **Variation of order of business**

**Resolved:** On grounds of expediency to take item 11(g) after Public Speaking.

4816/20 **Mayor's announcements**

The Mayor welcomed everyone to the meeting. Cllr Paul Morgans reported on his attendance at the recent remote DALC Chair's meeting at which many present had expressed annoyance about parking issues.

4817/20 **Declaration of Members Interests**

**Members are required to declare the existence and nature of any interests they may have in subsequent agenda items in accordance with the Town Council's Code of Conduct. Those interests are matters that relate to money or that which can be valued in money, affecting the Member her/his partner, extended family and close friends. Interests that become apparent at a later stage in the proceedings may be declared at that time.**

None received.

4818/20 **Items in Exclusion**

**To consider whether any items should be discussed in exclusion of the public and press.**

It was not considered necessary to take any items "in exclusion".

4819/20 **Public Speaking**

**(a) A period of not more than 30 minutes will be made available for members of the public and members of the Council to comment on any matter**

A member of the public, the applicant, spoke in favour NP/DDD/1120/1052 and took members questions.

Cllr Paul Miller suggested the Town Council work with Hassop/Longstone Parish Councils to address parking issues near Hassop Station.

**(b) If the Police Liaison Officer, a County Councillor, Peak District National Park Member or District Councillor is in attendance they will be given the opportunity to raise any relevant matter.**

Cllr Alyson Hill gave a report of matters at District including the reopening of leisure centres and the plans for the conversion of the Matlock Market Hall into a two screen cinema, retail unit and café.

Cllr Alyson Hill and DCllr Alasdair Sutton indicated that funding is available for qualifying projects from their Local Project Funds.

At this point Cllr John Boyle joined the meeting.

Further to minute 4815/20 Planning item (g) was discussed next.

**NP/DDD/1120/1052 Outrake House, Coombs Road, Bakewell Demolition of existing porch and the reinstatement of a porch. Removal of fixed, single pane PVC window to rear of property and replacement with wooden casement to suit property and the installation of a roof light, both to improve natural light and ventilation. Applicant; Mr Anthony Fry.**

**Resolved:** To raise no objection to the proposal.

1 member of the public left the meeting.

4820/20 **Minutes**

**To approve the minutes of the meeting held Monday 2<sup>nd</sup> November 2020**

**Resolved:** To approve the minutes of the meeting held Monday 2<sup>nd</sup> November as a correct record.

4821/20 **Clerk's Report**

**(a) To approve Clerk's Report on action taken following the meeting held on Monday 2<sup>nd</sup> November 2020**

**Resolved:** To approve the report.

**(b) Project work; to receive reports and approve action taken**

**(i). Neighbourhood Plan**

The Regulation 16 consultation ended on Friday 4<sup>th</sup> December 2020.

The next stage is to appoint an examiner. To this end a joint meeting between the Neighbourhood plan group and PDNPA is being arranged.

**(ii). Parsonage Field**

Following a meeting between representatives of Chatsworth Estate, the Town Council and interested residents, a planting plan has been received and copied to members. The Town Council has been advised that 8 oak trees will each require a larger parkland style timber tree protector (at £35 each) and that Chatsworth Estate is happy to run the community planting day in the New Year.

Fly tipping of garden waste near the quarry was reported; the individual responsible was identified to the Town Council and contacted by the Clerk. An instruction was given to stop and desist, and that the waste previously dumped is removed and disposed of in an appropriate manner.

**(iii). Riverbank Project**

The recent bid was unsuccessful, however, but the fund is again open to bids, and a further application has been instructed.

**(iv). Scot's Garden**

Clerk reported that a provisional date for the spring topping of Scot's Garden has been requested from Chatsworth Estate and that a reply is awaited.

**(v). Tree and Woodland Management**

The Clerk reported that, as instructed, the day following the November meeting that the three trees identified in the Woodland Management Report had been inspected.

- Tree No 18 Sycamore, standing dead – Ball Cross Wood this has been identified as not being on Town Council land; no further action.
- Tree No 21 Ash, standing dead on face of quarry - Endcliffe Wood, identified as on Town Council land; Chatsworth Estate has been instructed to remove it. The work will be at a cost of £500. The owner of Deepdale Business Park has been advised.
- Tree No 31 Ash, early signs of dieback Catcliffe Wood. Identified as on Town Council land. Chatsworth Estate advise that the removal of this tree is not currently warranted but suggest putting in place a medium term program of ash removal and replacement with alternative species.

The Clerk reported a foot injury was sustained during the inspections and that this has been recorded in the Accident Book.

**(vi). Wyebank Grove surface water drainage**

Following the hastening of DCC, a reply was received indicating that the Highways Inspector had jetted 38m from the highway in August and had found no obvious signs of issues relating to the highway drainage. The Flood Risk Team has requested an inspection with a camera unit to confirm the initial finding. This will be followed up if no reply is received by mid-December.

**Resolved:** To note the updates and to approve the action taken.

**Resolved:** To approve the Chatsworth proposal for Parsonage Field including the tree protectors. Clerk to request the price for managing the tree planting (and the cost of planting the residual saplings) and the cost of managing the planting event, a date from mid-January onwards is suggested. The event is to be publicised (including through social media) to give an opportunity to those who wish to be involved in the planting.

**Resolved:** Clerk to follow up price for spring cutting of Scot's Garden and for the drilling of wildflower seeds. Regular mowing of Scot's Garden is to include the mowing of gateways

and around bins and the mowing a swathe either side of the main paths to a depths equivalent to the distance from the path to the backs of the benches.

4822/20 **Correspondence**

**Resolved:** To note receipt of items for information;  
Derbyshire Association of Local Councils November 2020 Newsletter  
Clerks & Councils Direct Issue 132 November 2020  
Jehovah's Witnesses The Watchtower – special issue for government officials and businesses

4823/20 **Planning Applications**

**To approve response on the following applications;**

**(a) NP/DDD/1020/0933 Holly House, South Church Street, Bakewell. Listed Building consent - Alterations and repairs to the fabric of a listed building. Applicants Mr & Mrs Jacob.**

**Resolved:** To raise no objection to the proposal subject to Conservation Officer recommendation.

**(b) NP/DDD/1020/0938 19 Stoney Close Erection of single storey porch to front elevation. Applicant Mr Bryn Turner**

**Resolved:** To raise no objection to the proposal.

**(c) NP/DDD/1020/0986 21 Riverside Crescent, Bakewell. Replace existing wooden sash windows with like-for-like UPVC sash window. Mr Mark Nankivell.**

**Resolved:** To raise no objection to the proposal.

**(d) NP/DDD/1020/0995 Burton Manor Farm, Bakewell. Proposed steel framed agricultural building for the storage of fodder, machinery and cattle. Applicant; Mr C Shirt.**

**Resolved:** To raise no objection to the proposal.

**(e) NP/DDD/1020/1009 Westlea, Greenhills, Ashford Road, Bakewell. Proposed extensions and alterations to existing dwelling including; demolish conservatory, rear extension; demolish flat roofed rear extensions and replace with new pitched roof extension. Replace existing flat roofed bay windows to front and rear with gable walls. Extend garage front wall by 1m in order to form continuous eaves. Form new bedrooms in loft conversion with rooflights on rear elevation only. Applicant Mr William Haigh**

**Resolved:** To raise no objection to the proposal.

**(f) NP/DDD/1020/1023 The Rutland Arms Hotel, Rutland Square, Bakewell. Listed Building consent - Internal and external alterations and other design and ancillary features. Applicant: The Coaching Inns Group**

**Resolved:** The Town Council fully appreciates the efforts made to improve the premises to benefit commercial operations in this prominent building and to upgrade its vitality within Bakewell. However, this undermines planning protection opportunities on an important listed building, as works have been carried out without planning consent.

The Town Council would refer the applicant to the Internal Consultation Response

Document shown within this application. It seeks to address some inappropriate changes made without consent which we fully support.

- (g) NP/DDD/1120/1052 Outrake House, Coombs Road, Bakewell Demolition of existing porch and the reinstatement of a porch. Removal of fixed, single pane PVC window to rear of property and replacement with wooden casement to suit property and the installation of a roof light, both to improve natural light and ventilation. Applicant; Mr Anthony Fry.**

See minute 4819/20 above.

#### 4824/20 **Planning Notified Outcomes**

**Resolved:** To note the following outcomes;

- (a) NP/DDD/0620/0500 Listed Building Consent - Installation of replacement signs to include 3 sets of illuminated letters, 4 amenity boards, 2 lanterns, 1 car park sign and 1 name board. The Rutland Arms Hotel, Rutland Square, Bakewell. Applicant; Ashleigh Signs. Granted.
- (b) NP/DDD/0620/0502 Advertisement consent - Installation of replacement signs to include 3 sets of illuminated letters, 4 amenity boards, 2 lanterns, 1 car park sign and 1 name board. The Rutland Arms Hotel, Rutland Square, Bakewell. Applicant; Ashleigh Signs. Granted.
- (c) NP/DDD/0620/0509 Advertisement consent - Replacement of two existing signs with one new sign and erection of one new sign. 1-3 Market Place, Market Street, Bakewell. Applicant Mr T Turner, Blue Deer Ltd. Refused.
- (d) NP/DDD/0820/0718 Retrospective planning permission for anthracite coloured windows and doors. 6 Wyebank Grove, Bakewell. Applicants; Mr and Mrs Linscott. Granted.
- (e) NP/DDD/0920/0827 Single storey front extension. Tintern, 2 Woodside Drive, Bakewell. Applicants Mr & Mrs Ellis. Granted.

#### 4825/20 **Matters for decision**

- (a) To approve a calendar of meetings up to and including the Annual Meeting**

**Resolved:** To continue to hold one meeting per month at 6.30pm on the first Monday of the month. Further remote meetings will be called as business levels require. The Council will review the start time and the frequency of meetings on 1<sup>st</sup> February 2021.

Meeting dates up to the Annual Meeting: Monday 4<sup>th</sup> January 2021, Monday 1<sup>st</sup> February, Monday 1<sup>st</sup> March, Monday 29<sup>th</sup> March (as Easter Monday is 5<sup>th</sup> April), Tuesday 13<sup>th</sup> April Staff Committee (time to be confirmed), Wednesday 5<sup>th</sup> May (as Early May Bank Holiday is on 3<sup>rd</sup> May) and Monday 17<sup>th</sup> May Annual Meeting of the Town Council\*

*\*Note: This date is currently outside the scope of the regulations permitting remote meetings.*

- (b) Annual Governance and Accountability Return year ended 31<sup>st</sup> March 2020; to note receipt of external audit report and publication of notice of conclusion of audit**

The external audit report has been received and states: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that

relevant legislation and regulatory requirements have not been met.”

The report has been advertised, including on the Town Council’s website, in accordance with the requirements of the audit regulations.

**Resolved:** That the report and its publication in accordance with audit regulations be noted.

**(c) To review and approve Internal Controls Document**

The Clerk reported that the application for electronic banking has been submitted and that a response is awaited from the bank.

The Clerk recommended the following minor updates to the Internal Controls document:

**Internal Auditor**

Second Paragraph – replace with

The Internal Audit report is copied to all members with Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) prior to the meeting at which the documents are presented to Council for approval.

**External Auditor**

Replace with:

The Council’s appointed External Auditor is PKF Littlejohn. They produce a report for the Council based on the submitted AGAR and supporting documents. The External Auditors report (Section 3 of the AGAR) is copied to members and presented to Council as an agenda item to support good governance and transparency.

**Resolved:** To note the application for electronic banking.

**Resolved:** To approve the amendments to the Internal Controls Document.

**(d) Cycle parking – Water Street, to receive update and to approve the way ahead**

The Clerk reported that a further hastener has been sent to DCC Highways, but no update had been received.

**Resolved:** To note the update.

**(e) Speeding – Baslow Road to receive update**

The Clerk reported that the Freedom of Information request for information relating to the number of summons and fixed penalty notices for speeding notices had been rejected by Derbyshire Constabulary on the grounds of “excess cost” to provide details.

A request has been submitted to DCC for all traffic data for August, September and October 2020.

A request has been made for a remote meeting with Steven Alcock, Project Engineer, Traffic and Road Safety Service, DCC.

**Resolved:** To note the update.

**(f) Christmas arrangements – to receive update**

The Clerk reported that the 23-ft tree (£350) has been installed at Bath Gardens and is lit and fenced off. Two 10-12ft Norway spruce (£80ea) were ordered for and have been delivered to The Rutland. Seventy five 120-150cm Norway spruce were bought (£9.50ea) to meet orders and provide spares, 7 sold on, 3 “hot swappable” spares, 59 installed  
Cllr Paul Morgans noted that the fencing for the tree has been loaned from AJ Well Dressing

and that he intended to make a contribution of £25 to them in respect of this from his Mayor's Allowance.

**Resolved:** That the update be received.

**(g) Rotary Club – bird boxes for Parsonage Field/Catcliffe Wood**

Cllr John Boyle said that eight bird boxes had been donated by Rotary Club and it was suggested that they be located at Parsonage Field/Catcliffe Wood. Cllr Boyle also offered to contact schools to ascertain interest in participation in siting the boxes.

**Resolved:** To approve the proposed locations and involvement of the schools.

**(h) Bakewell Health Hub consultation – to approve response**

**Resolved:** To welcome the Bakewell Health Hub in principle.

**(i) DDDC consultation on litter bin locations – to approve response**

DDDC has carried out a review of litter bins:

**A. Path – Yeld Road to Park Road**

Proposal to move the dog bin further towards Yeld Road to minimise distance of walking from the vehicle; exchange for standard bin

**B. Park Road**

The bin is at the top of three slippery steps. The bin will be removed and an alternative location agreed with the Town Council

**C. Parsonage Road**

The vehicle is unable to park in a safe place. It is suggested to move the bin further down the lane. The bin needs to be lower on the post

**D. Scot's Garden**

Review the location due to the distance needed to be walked with heavy bin bags

**Resolved:** To reply that the locations of bins A & B are in the right place for the walk to school route and to collect litter from confectionery and similar items. They are well used. It is felt that moving the bins would result in more litter being thrown over the wall into Catcliffe Wood.

Bin C; it is agreed that this should be lowered on the post, but it is felt that the current location is appropriate.

Bin D; the Town Council accepts a move closer to the gate (near to the wooden finger post).

The Town Council would welcome the opportunity to discuss the matter further if required.

**(j) DDDC Statement of Community Involvement – to approve response**

**Resolved:** To thank DDDC for advising the Town Council, to accept the reasons for change and the need to update.

**(k) PDNPA survey Listening to Young People in the National Park – to approve response**

**Resolved:** To delegate to the Mayor and the Clerk to respond on behalf of the Town Council.

**(l) DCC Snow Warden Scheme – to approve participation**

**Resolved:** To maintain the *status quo*.

**(m) Town centre repaving – to receive update and to approve the way forward**

**Resolved:** Clerk to request a report from DCC Highways on the project and, in particular, whether there is yet a timetable for the work to the area in front of Bath Gardens. Clerk to

ascertain plan of how to protect the new surfacing from vehicles.

**(n) Improving the aesthetics of empty shops, to receive update and approve next steps**

**Resolved:** To follow up with John Scott, Director of Planning PDNPA.

**(o) To approve renewal of Fairtrade Town status**

The Fairtrade Communities Team advises that they are offering all Fairtrade groups due to renew before June 2021 a six-month extension. The renewal date for Bakewell is now 9<sup>th</sup> August 2021.

**Resolved:** To defer to the agenda of the 1<sup>st</sup> February 2021 meeting.

**Resolved:** Clerk to follow up the Fairtrade District with DDDC Community Development Officer Emma Mortimer.

**(p) Bakewell Police Station; to approve in principle support to the establishing of a county Police Museum and the re-establishment of an Enquiry Office**

**Resolved:** To note the proposal and to await developments.

**(q) Traffic and parking on roads surrounding Lady Manners School**

The issue of parking on roads and pavements at Monyash Road and the roads surrounding Lady Manners School was raised.

**Resolved:** Clerk to ask the Safer Neighbourhood Team to follow this up including with the Road Safety Team; request report with findings and a time bound response. Investigations need to take place in during the day and at the end of the school day when students are departing.

4826/20 **Finance**

**(a) Statement of account**

**Resolved:** To note the following balances;

<b>Account</b>	<b>Date</b>	<b>Balance</b>
Instant Access Reserve (statement 366)	30/10/20	£128,795.75
Instant Access Reserve Support Account (statement 571)	30/10/20	£100
Nationwide Building Society	30/06/19	£50,700.70
Petty Cash/Vouchers held	30/11/20	£100

**(b) Approval of payments**

**Resolved:** To approve the following payments;

**Payments made since the last meeting**

<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
4567	03/11/20	East Peak Countryside Associates CIC <i>Riverbank Grant Application</i>	£916.14		£916.14
4568	03/11/20	Clerk £1492.74 comprising: <i>Repayment of Billingley Christmas Trees</i> <i>Torne Valley lock</i> <i>Postage – online</i>	£1222.50 £20.08 £1.64	£244.50	£1467 £20.10 £1.64
4569	03/11/20	Shelter Maintenance Ltd	£71.44	£14.29	£85.73



**Payments for approval**

<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
D/D	26/11/20	Plusnet	£40.50	£8.10	£48.60
D/D	03/12/20	NEST	<i>Not for publication</i>		
4570	07/12/20	Viking <i>Stationery and stamps Invoice 411958</i>	£85.31	£6.06	£91.37
4571	07/12/20	PKF Littlejohn LLP <i>External Audit Invoice SB20203362</i>	£400	£80	£480
4572	07/12/20	Bakewell Youth Theatre <i>Civic Service distribution (being 1/3 of the collection)</i>	£56.28		£56.28
4573	07/12/20	S. Anselm's School <i>Civic Service distribution (being 1/3 of the collection)</i>	£56.28		£56.28
4574	07/12/20	Bakewell Scouts & Guides <i>Civic Service distribution (being 1/3 of the collection)</i>	£56.28		£56.28
4575	07/12/20	Lee Silcock <i>Christmas Trees stage 1</i>	£1616.25		£1616.25
4576	07/12/20	HMRC November	<i>Not for publication</i>		
4577	07/12/20	Clerk November	<i>Not for publication</i>		

**(c) To consider risk assessment and insurance issues for decisions made above**

All decisions taken in good faith. No new Risk Assessment or insurance items received.

**4827/20 Time, date and place of next meeting**

- 6.30pm Monday 4<sup>th</sup> January 2021, to be held remotely.  
The agenda closes at 9am Friday 18<sup>th</sup> December 2020.

The meeting closed at 8.45pm