

# Bakewell Town Council

Town Hall, Bakewell, Derbyshire DE45 1BT  
Tel: 01629 813525  
email:townclerk@bakewelltowncouncil.gov.uk



9<sup>th</sup> May 2023

Dear Councillor,

You are hereby summoned to attend the **Annual Meeting of the Town Council** to be held on **Monday 15<sup>th</sup> May 2023** in the **Council Chamber, Town Hall** commencing at **7.00pm**, in order to transact the undermentioned business.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Rowe', is written over a faint, illegible printed name.

John Rowe  
Town Clerk & RFO

## **Distribution:**

**Town Councillors:** Cllr John Boyle, Cllr Helen Garvey, Cllr Alyson Hill, Cllr Paul Miller, Cllr Paul Morgans, Cllr Robert Kirkwood, Cllr Bill Storey, Cllr Mark Wakeman

**Peak Park Member:** Kath Potter

**District Councillor:** DCllr Gareth Gee

**County Councillor:** CCllr Alasdair Sutton

**Other:** Police, Website

## **Notices**

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## The Annual Meeting of the Town Council to be held in the Council Chamber, Town Hall at 7.00pm on Monday 15<sup>th</sup> May 2023

### Agenda

#### Non-Confidential items

1. Election of Mayor and to receive Declaration of Acceptance of Office
2. To receive and accept apologies for absence
3. To receive members Declaration of Acceptance of Office
4. To receive members Registration of Disclosable Pecuniary Interests
5. Election of Deputy Mayor
6. Variation of order of business
7. Mayor's announcements
8. 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.
9. Items in Exclusion  
To consider whether any items should be discussed in exclusion of the public and press.
10. 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 (Representations are limited to a maximum of 3 minutes per person).
  - (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.
11. Co-option of 1 member
12. To approve the minutes of the Meeting held Monday 3<sup>rd</sup> April 2023

13. Governance, Meetings and Representation to outside bodies  
To review and approve:
  - (a) Standing Orders
  - (b) Financial Regulations
  - (c) Local Procedures
  - (d) Internal Controls 2023-24
  - (e) Committee structure, terms of reference, appointment of members
  - (f) A calendar of meetings for 2023-24
  - (g) Bakewell Partnership; to approve continued leadership role of the Town Council within the Partnership
  - (h) Representation to outside bodies for 2022-23
14. Property Review
  - (a) To review Town Council land and buildings, leases tenancies and assets
  - (b) Asset register
15. Financial Review
  - (a) To approve signatories to the Town Council's Accounts
    - (i). Bank Mandate
    - (ii). Investment Account
    - (iii). Electronic Banking
  - (b) Mayors Allowance; to approve payment and payment method
  - (c) To note on-going contracts and agreements
  - (d) To approve list of regular payees
16. Risk Management and Insurance
  - (a) To review Risk Assessment
  - (b) To approve use of Asset Register as a basis for insurance
17. Attendance, Training, and Leave
  - (a) To receive a report on members attendance at Town Council meetings 2022-23
  - (b) Training – to identify training needs and approve attendance at training courses
  - (c) To approve the Clerk's request for annual leave 2023-24
18. Planning
  - (a) NP/DDD/0323/0308 Stewarts of Bakewell, Bridge Street, Bakewell. Listed Building application - Emergency structural repairs to stabilise bulging wall and emergency repairs to rainwater goods to prevent further water ingress destabilising the wall. Emergency repairs to the roof timbers causing structural issues to the bulging wall. Some additional repairs to reduce water ingress into the front elevation wall and to repair decayed timbers within the roof, repairs to the roof coverings to the pitched and flat roof. Applicant: The Estate of Mr Geoffrey Birkinshaw (deceased)
  - (b) NP/DDD/0323/0312 Former William Hill betting shop, Bridge Street, Bakewell. Listed Building consent - emergency structural repairs and other repairs and alterations. Applicant: Phoenix Wealth Trustee Services Limited c/o Lambert Smith Hampton
  - (c) NP/DDD/323/0343 Marldene, Milford, Bakewell. Single storey side extension. Applicant Mr Paul Ayers
19. Matters for Decision
  - (a) PDNPA Parish Member Elections
  - (b) Grant Application: Junction Arts up to £157

20. To consider Risk Assessment and Insurance issues for decisions made above
21. Time, date and place of next meeting  
See above.