



# Bakewell Town Council

## Council Meeting Monday 1<sup>st</sup> July 2024

### Supporting Document

#### Civic Diary

Carnival Week – full details can be seen at [https://www.bakewellcarnival.co.uk/whats\\_on/](https://www.bakewellcarnival.co.uk/whats_on/)  
Saturday 29<sup>th</sup> June 2024 Bakewell International Day of Dance  
Sunday 30<sup>th</sup> June 2024 at 2.30pm Bath Gardens Blessing of the wells  
Saturday 6<sup>th</sup> July 2024 Carnival Day

#### Agenda Items Supporting Notes

Meetings may be recorded in accordance with the Local Government Audit & Accountability Act 2014, and adopted [Local Procedure 14](#)

- 1. To receive and accept apologies for absence**  
Apologies, including any already received, will be presented at the meeting
- 2. Mayor's announcements**  
To be made by the Mayor at the meeting.
- 3. 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.**  
Declarations to be made by members at the meeting.
- 4. Variation of order of business**
- 5. Items in Exclusion**  
**To consider whether any items should be discussed in exclusion of the public and press.**  
For decision by Council at the meeting.

6. **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.**

7. **To approve the minutes of the meeting held on Monday 3<sup>rd</sup> June 2024**

The minutes of the meeting held on Monday 3<sup>rd</sup> June 2024 were issued on Friday 7<sup>th</sup> June 2024 and copied to members. Further copies are included with the meeting documents. Paper copies will be provided as usual to members who have requested them.

8. **Clerk's Report**

- (a) **To approve Clerk's Report on action taken following the meeting held on Monday 3<sup>rd</sup> June 2024**

**Minute 5627/24 Planning**

Two planning consultation responses issued 4<sup>th</sup> June 2024 and checked as recorded on the Planning Portal on 6<sup>th</sup> June 2024.

**Minute 5629/24 Matters for Decision**

**Annual Governance and Accountability Return.**

The AGAR and supporting documents were sent to External Audit on Tuesday 28th June 2022. The relevant sections of the AGAR and dates for the exercise of public rights have been publicised on the Town Council notice boards and website in accordance with the regulations.

**Flood alleviation measures**

DDDC Clean and Green Manager was contacted as minuted with the request and was asked to discuss the matter with the Bakewell Flood Wardens.

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

- (i). **Ball Cross Wood rent review**

The draft lease will be copied to members for approval.

- (ii). **Camper vans; Holme Lane**

Currently up to date.

- (iii). **Christmas Working Party**

For discussion at the meeting; a decision on the shape of the public celebration of Christmas and the next steps (such as a meeting with businesses, entertainment, and the "month of Christmas") would allow preparations to be started.

- (iv). **Gateway Signage**

On 10<sup>th</sup> May 2024 DCC Place advised that it will fund the gateway sign on Baslow Road.

Members were consulted on the preferred wording with "Bakewell in the Peak National Park" being chosen for brevity and to fit the sign at a readable size). The contractor has 12 weeks (from mid-May, so by the end of July) to complete the works, although DCC Place will request it is done sooner. A diary note has been made to check for progress of the work.

**(v). Parsonage Field**

Inspection of trees with contractor to decide on extent of next stage of work remains to be arranged.

The Clerk met with Ian Osborn of Taylor Emmet to deliver the deeds of Parsonage Field and to discuss the scope of the work. The submission to the Land Registry is being prepared.

**(vi). Riverbank Project**

The Riverbank Project has reached completion; end of grant reports are to be submitted to the Heritage Lottery Fund (by the Project Manager) in July.

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

The levelling of three benches has been requested.

The first strimming of the 1.5m strip either side of the benches has been completed. Vegetation growth will be monitored and further cuts ordered as necessary.

**(viii). Sheepwash**

The strimming of Sheepwash (paths only) was completed. Vegetation growth will be monitored and further cuts ordered as necessary.

**(ix). Speed Indicator Devices**

Three quotations have been requested from suppliers; one has quoted, one has raised a query with the Clerk, and one has acknowledged receipt of the enquiry but has not yet quoted.

**(x). Street furniture**

This is being discussed with the contractor.

**(xi). Town centre repaving**

Currently up to date.

**(xii). Town centre trees**

Further action required. A positive meeting has been held with representatives of DCC Car Parks in relation to putting two planters on Pig Market; one close to the telephone kiosks and the other at the end closest to the Buxton Road bus stop. Neither would occupy a parking space. DDDC will need to approve the size of planter, precise location, materials proposed and the type of planting. The slope will need to be addressed. PDNPA and DCC Place will also need to be consulted.

**(xiii). Town Hall Repairs and Renewals**

A meeting is scheduled for Wednesday 26<sup>th</sup> June 2024 with BT&CT; a report will be given at the meeting.

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

DCC Structures has been contacted for advice on geotechnical surveys. It is understood that the County Council undertook a survey in 2022 (which is still considered current); a copy has been requested.

**9. Report: BT&CT Liaison meeting**

The report will be given verbally by those who attended the Liaison meeting.

## 10. Correspondence

Bakewell Rotary Club News Releases; News Release and Program Update  
DALC June 2024 Newsletter, Vacancy Notice for Business Support Officer  
DCC Community News June 2024  
DDCVS Update June 2024  
DDDC Media releases “Derbyshire Dales voters urged to check they’re election ready” and “Deadline approaches for free voter ID ahead of general election”  
National Association of Local Councils NALC Newsletter, NALC Events, Star Councils Awards, Chief Executive’s Bulletin  
National Flood Forum June Newsletter  
PDNPA Parishes Bulletin  
Rural Service Network Bulletins June 2024

## 11.. Planning

- (a) [NP/DDD/0524/0564](#) **Old House Museum, Cunningham Place, Bakewell. Listed Building consent - Conservation and preservation works, including patch pointing and stone indent repairs.**

Planning Officer: Rachael Doyle  
Consultation end date: 22<sup>nd</sup> July 2024

### Planning history

No recent, relevant applications. The proposals relate to maintenance matters addressing wear and tear issues and the replacement of a stone ramp with a wooden ramp.

- (b) [NP/DDD/0524/0568](#) **Hoyle Court, Dagnall Gardens, Bakewell. Replacement of existing timber framed double glazed windows and doors with new uPVC framed double glazed windows and aluminium doors, to improve thermal insulation and reduce the requirement for maintenance. Also replacement of north and south entrance patent glazing with aluminium double glazed solar glazing to match existing.**

Planning Officer: Laura Buckley  
Consultation end date: 22<sup>nd</sup> July 2024

### Planning history

No recent, relevant applications.

## 12. Planning Notified Outcomes

None received.

## 13. Matters for Decision

- (a) **Flood alleviation measures**

For discussion at the meeting.

- (b) **Potential cash machine in telephone kiosk**

The following planning application from 2017 shows the inside of the Old Post Office; <https://portal.peakdistrict.gov.uk/08170848> and indicates the intention to convert the telephone kiosk into a hatch for a takeaway. The application received planning consent on 8<sup>th</sup> October 2017

A DDDC organised meeting relating to a potential “banking hub” has been deferred due to the General Election and will now take place on 13<sup>th</sup> July 2024.

**(c) Cyber Crime presentation Bakewell Town Hall 7pm Monday 29th July 2024**  
Brought to the agenda by a member; for discussion at the meeting.

**(d) Peak Park Parishes Day Saturday 12<sup>th</sup> October 2024 – to approve up to 2 attendees**

“This letter is to invite you to this year’s Parishes Day which will be held on at 10am to 3.45pm at our headquarters at Aldern House, Baslow Road, Bakewell

Parishes Day is held every year and is our main opportunity to engage with you all and to hear what you think about issues in the National Park. We always plan the agenda with the Peak Park Parishes Forum, who are your representatives. The day also includes the Parishes Forum AGM.

On the day we will have discussion and presentations on important issues and this will include talks from our Chief Executive and the Chair of the Authority.

It’s really important that we have representatives from as many Parishes as possible so that we get a cross section of views on the issues discussed. Additionally it is an opportunity for you all to network with each other and get mutual support from other Parish Councillors. We have plenty of breaks, and lunch is included so there will be lots of opportunities to circulate.

All Parishes in, or partly in, the National Park are invited to send up to two representatives. The representatives can be Parish Councillors and/or your Parish Clerk. (A place for a third representative may be available nearer the time if space allows.)

**Our theme for this year is the Local Plan Review.** The Authority is currently in the process of reviewing its planning policies and this is one of the opportunities for you to help shape these policies. The draft programme is attached for your information and the final programme will be confirmed nearer to the event.

If any Parishes would like to showcase any of their current community activities or work, a space will be available to display ideas, initiatives and successes that could be of interest or help to other Parishes. If you would like to bring a small display, please contact us as soon as possible.”

**(e) Remembrance Sunday to approve application to DDDC for road closure**

The purpose of this business item is to confirm the extent of the involvement of the Town Council in the 2024 Remembrance Parade.

The Town Council has, in previous years, applied for the road closure for the Parade (Sunday 10<sup>th</sup> November 2024) and has insured the Royal British Legion volunteers involved in the organisation of the event.

The group putting the road closure in place, enforcing, and lifting it is responsible for its own insurance, as is the case for people attending on behalf of other organisations, such as those placing wreaths.

Once the road closure has been approved the Town Council is responsible for distributing notices to properties affected (w/c 14<sup>th</sup> October pencilled in), putting notices up in the town centre, and advising the local bus companies.

DDDC require that applications for road closures are made three months in advance.

**(f) To approve revised Financial Regulations**

The revised NALC Financial Regulations will be copied separately to members.

**(g) NALC Civility and Respect Project; to approve working towards the “Civility and Respect Pledge”**

The full details can be found at <https://www.nalc.gov.uk/our-work/civility-and-respect-project#the-pledge>. Summary from the NALC website:

“By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate”

This is in addition to and augments the Code of Conduct members sign up to.

Nearby councils signing the pledge include Alfreton Town Council, Ashover Parish Council, and Belper Town Council.

**(h) Campers at Endcliffe Wood; to receive report and approve next actions**

Tents and camping paraphernalia have been found at Endcliffe Wood with evidence of on-going use. The matter has been reported to the police. Notices have been posted at the entrances to the woods indicating that camping and certain other activities are not permitted. Letters have been delivered notifying those using the site that if they fail to remove their tents and possessions within a week of the date of the notice then they will be removed and disposed of.

**(i) Public request to rename “Riverside Gardens” to “Queen Elizabeth Garden”; to approve support**

A request has been received from a member of the public for the Town Council to make further representations to DDDC for the renaming of the Garden.

**(j) To approve a grant to Bakewell Carnival Committee – up to £500**

A Grant Application has been received from Bakewell Carnival Committee and is copied below. A bank statement has been requested from them and will be available at the meeting along with accounts.

The Town Council has regularly supported the Carnival Committee with a contribution to their insurance costs using s137 of the Local Government Act 1972. Note: the gaps seen in the Grant Report below represent the Covid years.

The Town Council has allocated a budget of £2,500 for s137 grants in the FY 2024-25, all of which remains available. The grant is therefore affordable within the budget.



# Bakewell Town Council

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



## Application for Grant Assistance

The funds that are sought must be applied for the general benefit of the residents of Bakewell and are conditional upon a report to the Town Council on the grant expenditure.

Please see advice on Grant Assistance Policy on reverse

Organisation	BAKEWELL CARNIVAL TRUST	
Registered Charity No. (if applicable)	503322	
Contact details	D.W. RAWSON BEM 24 PARK ROAD BAKEWELL	
Name, address (including Post Code), telephone number and email address of applicant	01629 812110	
Position in organisation	TREASURER	
To whom should cheque be made payable?	BAKEWELL CARNIVAL TRUST	
Grant sum requested:	£ 500-01	
Purpose for which the funding is to be used:	TO HELP BAKEWELL CARNIVAL PAY FOR INSURANCE	
Anticipated impact of the funding on the Bakewell Community	ENJOYS CARNIVAL YEAR AFTER YEAR BAKEWELL COMMUNITY DAY	
I enclose our business plan	YES/NO*	
To demonstrate whether this application is seen as "seed funding" or a regular income stream		
I enclose audited accounts for the last complete financial year	YES/NO*	
I enclose accounts for current year including income and expenditure projections	YES/NO*	
Evidence of bids to other funding providers:	NIL	
Funding sought should not exceed 50% of the total cost of the activity being funded and that BTC would prefer to see itself as a possible source of 'matched funding' up to a maximum of 50% of the total cost.		
If you previously made a grant application to Bakewell Town Council please give a report on the use and effectiveness of the grant		
TO HELP WITH THE INSURANCE		
Signature of Applicant	D.W. RAWSON BEM	Date 28/5/24

\*If "NO" please provide an explanation of why the information requested has not been provided

If necessary please continue on a separate sheet

This form should be returned to the Town Clerk at the address above

**(k) Archaeological Research Services project "Bakewell as the place where England was formed"; to approve "in principle" support**

A background document has been forwarded to members separately.

**14. Finance**

**(a) Statement of account**

<b>Account</b>	<b>Date</b>	<b>Balance</b>
Instant Access Reserve	24/06/24	£215,052.67
Instant Access Reserve Support Account	24/06/24	£100
Nationwide Building Society	31/03/24	£51,965.55
Petty Cash/Vouchers held	24/06/24	£100

**(b) To receive report on items of income**

<b>Date</b>	<b>Source</b>	<b>Amount</b>
31/05/24	Interest Received (RBS)	£265.37
31/05/24	HMRC VTR (VAT reclaim)	£11,726.83

**(c) Approval of payments**

***Payment schedule: Debit card, Direct Debits and Charges***

<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
30/05/24	NEST Pension	£259.26		£259.26
11/06/24	BT Business bill	£51.53	£10.31	£61.84
21/06/24	Bank Charges to 31 <sup>st</sup> May 2024	£60		£60

***Payment schedule: Digital banking transactions***

<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
29/05/24	Creative Honour Boards <i>Lettering for Honour Board Invoice: Invoice: INV-4033</i>	£32.50	£5	£37.50
03/06/24	Viking/Raja Group Printer paper, paper trimmer Invoice: 4290608	£63.07	£12.61	£75.68
10/06/24	Mrs CH Croney <i>Riverbank Project Invoice 10 BTC</i>	£900		£900
10/06/24	Chatsworth Estate <i>Strimming; Scot's Garden, Sheepwash Invoice: ARINV/00014644</i>	£300	£60	£360
10/06/24	C Winters-Simpson <i>Riverbank Project Invoice BTC1</i>	£1,050		£1,050
10/06/24	Shelter Maintenance Ltd., <i>Cleaning of 3 bus shelters Invoice: INV-15534</i>	£61.92	£12.38	£74.30
10/06/24	One Stop Promotions <i>Further qty 125 5-ft x 3-ft flags Invoice INV55986</i>	£395.65	£79.13	£474.78



<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
10/06/24	Shelter Maintenance Ltd., Cleaning of 3 bus shelters Invoice: INV-15580	£92.88	£18.57	£111.45
10/06/24	East Peak CiC Invoice 506	£350		£350
14/06/24	Banana Print Business cards Order Number 1009204	£12.90		£12.90
21/06/24	DALC Ltd. Internal Audit to 31 <sup>st</sup> March 2024 Invoice DD SI-4290	£380		£380
24/06/24	Julie Riley Ecology Invoice JDR2024-008	£835.10		£835.10

**Payment schedule:**

<b>Date</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
27/06/24	BT&CT Quarterly payment 1 of 4 (2024-24) Minute 5552/24 (b) refers	£2000		£2000
27/06/24	HMRC May (Month 3)		<i>Not for publication</i>	
27/06/24	Clerk May (Month 3)		<i>Not for publication</i>	

**(d) To consider Risk Assessment and Insurance issues for decisions made above**  
To be decided at the meeting.

15. **Time, date and place of next meeting**

Full Council 7pm on Monday 5<sup>th</sup> August 2024 in the Council Chamber.  
The agenda closes at 9am on Monday 29<sup>th</sup> July 2024.

## Mayors Allowance

To Monday 24<sup>th</sup> June 2024

Opening Balance: £500

Payments: Nil

Closing Balance: £500

## Website Statistics

	26/02/24	27/03/24	29/04/24	28/05/24	25/06/24
Unique visitors (year to date)	3,276	4,944	7,253	9,826	11,465
Number of visits (year to date)	10,408	25,648	46,500	56,145	58,430
Page views (last twelve months)	81,756	81,182	100,883	104,654	103,686

## Grant Award Report

Section 137 Grants	2020-21	2021-22	2022-23	2023-24	2024-25
<b>Body</b>	<b>Current year budget</b>				<b>£2,500</b>
Bakewell Carnival Committee Insurance			£500	£500	
Bakewell in Bloom	£650				
Bakewell Community Speedwatch		£245.60			
Bakewell Swimming Club		£500			
Bakewell Model Radio Control Car Club			£600		
Bakewell WI			£50		
Junction Arts Ltd				£157	
Old House Museum				£619.58	
Day of Dance				£500	
<b>Total</b>	<b>£650</b>	<b>£1345.60</b>	<b>£1150</b>	<b>£1776.58</b>	<b>£-</b>
<b>Non Section 137 Grants</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
<b>Body</b>	<b>Current year budget</b>				<b>£4,500</b>
None					
<b>Total</b>	<b>£-</b>	<b>£-</b>	<b>£-</b>	<b>£-</b>	<b>£-</b>