



Bakewell Town Council

Council Meeting Monday 7th October 2024

Supporting Document

Civic Diary

Mayor's Civic Service Sunday 6th October 2024, 3 pm All Saints Parish Church, Bakewell

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**
For decision by Council at the meeting.
- 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 meetings held**
- (a) Monday 5th August 2024*
 - (b) Full Council Monday 2nd September 2024 (issued 10th September)
 - (c) Staff Committee Wednesday 18th September 2024 (issued 26th September)

Copies of the minutes are included with the meeting documents. Paper copies will be provided as usual to members who have requested them.

*The page numbers of 5th August 2024 minutes have been amended so that they run consecutively from the previous minutes (Local Government Act 1972 schedule 12 para 41(2) refers) and are therefore presented for signature. No other changes have been made. Both sets will lie on file with a note of explanation.

8. **Clerk's Report**
- (a) To approve Clerk's Report on action taken following the meeting held on Monday 5th August 2024

Minute 5670/24 Public Speaking

The meeting presentation "Conservation in a Changing Climate" was copied to members on 16th September 2024

Recycling pedestrian litter from bins at the Rutland Recreation Ground. DDDC Clean and Green Manager Samantha Grisman advises:

"There are no recycling bins in the DDDC parks. All waste is taken to the County Council approved sites that will separate waste as much as possible. I was at a recent site visit in Kniveton, and all waste goes on conveyer belts and metals, plastics etc., are all removed by hand.

From my understanding, DDDC tried recycling bins in the parks years ago and they were used as regular bins by the public. Unfortunately, this would mean it was deemed contaminated so would never get to recycling points"

Minute 5675/24 Planning

One planning consultation response issued 3rd September 2024 and checked as recorded on the Planning Portal on 4th September 2024

**Minute 5676/24 Matters for Decision
Flood Alleviation measures**

Actioned as minuted.

Banking Hub

DDBC were asked to forward the Town Council's minuted position to addresses of the stakeholder meeting held in July. The Clerk emailed John Whitby MP separately and the following reply was received:

"I have had meetings with Cash Access UK (they are the organisation who actually implement Banking Hubs) to establish the logistics of creating a Banking Hub,

I have also had a positive meeting with Link, who make decisions as to where Banking Hubs are located and to what extent.

There have been recent changes to the FCA's rules and these should give us more of a chance of success. This has caused a slight delay in proceedings as myself and Paul Wilson were made aware, by Link, that the rule changes were to be applied from 18/09/24 and therefore a new submission should be made after that date.

I met with Paul Wilson last week and he agreed to make a new submission to Link."

Financial Regulations

Website updated 17th Actioned as minuted 16th August 2024

DALC Day 17th October 2024

Booked using minuted authority.

Minute 5678/24 Finance

Three payments made as instructed.

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

(i). Archaeological Research Services project

No further updates at present.

(ii). Camper vans; Holme Lane

Signage passed on to member 6th September 2024.

(iii). Gateway Signage

The matter has been further hastened. DCC Place advise "we have had a change in staff which unfortunately means that some jobs have been delayed.

I have spoken to the new assistant contacts manager who has said that he is aware of the works and it will be done as soon as possible. Unfortunately he has only one gang to carry out this type of work. The rest of the teams have been diverted to carriageway maintenance repairs and patching works which is hoped will reduce and prevent the number of pot holes occurring over the winter months.

I am sorry for the delay, but hopefully the sign will be replaced soon."

(iv). Parsonage Field

The Clerk and the contractor inspected the trees on Friday 6th September 2024. The contractor recommends undertaking all the felling work together. This would allow the

replanting to take place without the potential for damage to the saplings.

Because of the size and volume of the felling it is felt that the work should be publicised to neighbouring properties as well as on the website and through social media.

The voluntary first registration of Parsonage Field submitted by Taylor Emmet to the Land Registry early in July was hastened. The Town Council is advised that the Land Registry currently gives the status of the application as "Awaiting Allocation".

Taylor Emmet report that the Land Registry backlog is such that the registration may not be complete until 2026. Members may wish to consider whether the Town Council still wishes to await registration before addressing the issue of the lease.

(v). Public Celebration of Christmas

Prices have been received from the Christmas tree supplier and from the installers. Prices to businesses have been set at £45 per 120-150cm tree ((including lights, installation, management, and removal at the end of the season). The installer has a minimum economic quantity of 85

23-ft Norway Spruce for Bath Gardens; £465. Moving, installing, lighting and management of the tree £1000. Removal and storage of lights, removal and disposal of tree £200.

DDDC have been further hastened regarding the five year "Licence to Occupy - Bath Gardens; Christmas Tree/Crib".

Christmas tree letters have been distributed to businesses, and through the Traders Group. Businesses have been reminded that before ordering they should check that the tree/flag bracket(s) and the electrical supply are good order and that both are fit for purpose. They have also been reminded that the exterior 13 amp socket and enclosure needs to be available close to the bracket so that the lights can be plugged in.

Best Dressed Window competition

Details are being progressed for the Best Dressed Window competition, including an idea for the winner's rosettes to be produced locally by the "yarn bombers". This will be publicised later this month.

Christmas Tree Festival

The Town Council has received the details of the Christmas Tree Festival, and a tree has been booked at a cost of £17.50.

Setting up times: 9am-7pm Tuesday 10th December, 9am-noon Thursday 12 December
Tree removal: 9am-4pm Thursday 2nd January 2025 (decorations to be removed, tree to be left in situ)

Broad ribbon with the wording "Bakewell Town Council" with which to help decorate the tree is being ordered.

(vi). Scot's Garden

End of season mowing has been ordered although the weather has not been suitable.

(vii). Sheepwash including management plan

Action in hand.

(viii). Speed Indicator Devices

The Police and Crime Commissioner is not providing grants for Speed Indicator Devices.

Analysis of the quotations received will be copied to members.

(ix). Street furniture

No update at present.

(x). Town centre repaving

Currently up to date.

(xi). Town centre trees

Further to minute 5609/24(b)(ix), two “standard” hornbeams (*carpinus betulus*) are being ordered for planting in Bath Gardens.

(xii). Town Hall Repairs and Renewals

Work is required to progress the repairs and renewals.

(xiii). Tree and Woodland Management

The geotechnical report has been received from DCC Place, and is being analysed.

9. Correspondence

Bakewell Rotary Club News Releases; News Release, September Program Update
DALC September 2024 Newsletter
DCC Community News September 2024
DDCVS Update September 2024
Junction Arts Annual Report 2023-24 (credits BTC Grant)
National Association of Local Councils NALC Newsletter, NALC Events, Star
Councils Awards, Chief Executive’s Bulletin
PDNPA First for Peak District accessible routes as ‘Changing Place’ opens at heart
of the Monsal Trail
Rural Service Network Bulletins and Rural Funding Digest September 2024

10. Reports

(a) BT&CT Liaison Meeting

The BT&CT liaison meeting took place on 25th September 2024. Matters discussed included heating, electrical work, building work, outside area including bothies, bird control, painting work and the history wall. Further details will be given at the meeting.

(b) DDDC Social Housing meeting

Attendees will give a report on the meeting held at Town Hall on Friday 27th September.

11.. Planning

(a) [NP/DDD/0724/0755](#) Gernon Manor House, Dagnall Gardens, Bakewell. Change of use from C2 to C3 following demolition of central communal block of single storey former care facility and adaptation/conversion to create 7 bungalows. Applicant Mr David Hilton.

Planning Officer: Mark Nuttall

Consultation end date: Monday 14th October 2024

Planning history

No relevant planning history.

- (b) [NP/DDD/0824/0847](#) Tanglewood House, Yeld Road, Bakewell. Demolition of conservatory and erection of single storey extension. Applicant: Williamson.

Planning Officer: Charlotte Clarke

Consultation end date: Tuesday 1st October 2024 consultation extension granted.

Planning history

No relevant planning history.

- (c) [NP/DDD/0824/0899](#) Stewarts of Bakewell, Bridge Street, Bakewell. S.19 application for the variation of condition 2 on NP/DDD/0224/0140. Applicant: Mr Mark Renshaw.

Planning Officer: Laura Buckley

Consultation end date: Monday 14th October 2024

Planning history

[NP/DDD/0323/0308](#) dated 6th July 2023 was varied by [NP/DDD/0224/0140](#) dated 18th March 2024, Condition 2 states:

“All work shall be carried out in accordance with the specifications and methodologies set out in the structural engineer's report dated November 2023 by the Morton Partnership the report by Floyd timber specialist dated 26th July 2022 and the Revised schedule of works by Walker Wood limited, Surveyors (Undated) including specifically reinstatement works as identified and proposed in paragraphs 1.3.47 to 1.3.59 and 1.3.X of the schedule.”

The current application gives the background for the requested variation in the [Design and Access Statement](#) and in the associated supporting documents.

The Town Council raised no objection to the two previous applications.

- (d) [NP/DDD/0924/0940](#) Castle Hill Cottage, Baslow Road, Bakewell. Listed Building consent - Replace 12no existing windows. Applicant: Mrs Isobel Bennett.

Planning Officer: Andrea Needham

Consultation end date: Monday 14th October 2024

Planning history

No previous planning history.

- (e) [NP/DDD/0924/0976](#) Gregley, Ashford Road, Bakewell. Proposed replacement roof, new stone gables, and front and rear dormer windows. Applicant Mr Andrew Bailey.

Planning Officer: Charlotte Clarke

Consultation end date: Wednesday 9th October 2024

Planning history

No previous planning history.

12. Planning Notified Outcomes

- (a) [NP/DDD/0724/0702](#) Listed Building consent Milford House, Mill Street, Bakewell. – Stone restoration works. Applicant: T C Harrison Group Ltd.
- (b) [NP/DDD/0724/0728](#) 2 Park View, Bakewell. Front and rear extension to dwelling. Applicants: Mr and Mrs P Gelanos.

- (c) [NP/DDD/0824/0797](#)The Old Station Masters House, Station Road, Bakewell.
Removal of existing dilapidated garage and replace with new garage. Applicants: Mr and Mrs Bogle. Granted.

13. **Matters for Decision**

(a) Annual Governance and Accountability Return year ended 31st March 2023; to note receipt of external audit report and publication of notice of conclusion of audit

The PKF Littlejohn 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.

(b) Flood alleviation measures

The following email was received from DDDC Events Manager, Dave Turvey:

“The job behind the pavilion would include installing live willow spilling to the height of the riverbank and then backfilling with soil. The low spots would have a single row of coir logs held in place with chestnut stakes then filled with soil, the idea if installing the coir logs will be to secure the soil until it's settled rather than losing it into the river”

Total cost for this work is £6,755 without soil. I've now secured financial agreement for the work, it's estimated that approx. 12 tons of topsoil will be required. Following our meeting I'm aware you have 2 ton available, would the Town council be willing to contribute the remaining topsoil required? We've had a quote at £45 per ton (we'd only need to pay for what we use), not sure if you managed to get it cheaper?

We have instructed our contractor to order any materials required so work can start soon after the exemption request is approved. The request has been submitted to the government which states a response within 10 working days, following a conversation with the environment agency it's normally within 5 days.”

It is understood that the work is due to start in the near future.

(c) DDDC Compulsory Review of Polling Stations; to approve response

The following has been received from DDDC:

“The Council would like to invite your Parish/Town Council to participate in a Review of its Polling Districts, Places and Stations, conducted in accordance with the requirements of the Electoral Administration Act 2006. The enclosed Terms of Reference explain the purpose, scope and practicalities of the Review. A copy of the Review Timetable is also enclosed.

You will see that the Review is conducted in two stages, the first being the publication of information on current polling districts, places and stations. **This period of consultation ends on 11 October 2024.** The Acting Returning Officer, who has responsibility for the designation of polling stations, will then comment on the Council's proposals and any submissions and suggestions for alternative polling places received from interested parties.

Following consideration of the proposals and the Acting Returning Officer's comments by the Council, a further period of consultation will enable interested parties to make representations about the comments of the Acting Returning Officer. **The deadline for comments at this stage is 8 November 2024. The Governance and Resources Committee** will then consider the final proposals, after which the scheme will be published together with all representations made during the Review. There is no requirement to make any changes to the existing scheme but any amendments will take effect on 2 January 2025.

One focus of the Review is to ensure, as far as practicable, that the needs of disabled voters are met and we would be particularly grateful to have the benefit of any expertise you may have in that area.

Information relating to the first stage of the Review is available on the Council's website [Review of polling districts and polling places - Derbyshire Dales District Council](#) and at The Town Hall, Matlock, DE4 3NN"

(d) DCC Draft Council Plan 2025-29 consultation; to approve response

The following has been received from DCC:

"Derbyshire County Council is currently developing a new Council Plan that will set out the direction and priorities for the next four years, reflecting the needs of Derbyshire residents.

Key elements of the Council Plan 2025-29 are now in draft form, and a six-week consultation has now been launched to gather feedback. As a key Partner/Stakeholder, we encourage you to share your views and help shape the plan before it is agreed.

This new draft plan is written with the backdrop of the well-documented financial challenges that continue to face this council and others across the country.

These are driven by increased demand for services, significantly higher costs due to inflation and a provider-driven market, especially in relation to commissioned external placements for social care.

The council has agreed a £66.6 million five-year savings programme but despite this, as a result of sustained increases in demand and costs, has needed to rely on its cash reserves to balance its budget over recent years.

Many services have changed and become more effective and efficient, but the council needs to do more to address the financial challenges and ensure the delivery of good outcomes for residents.

The draft plan sets out how we intend to do this, ensuring that we remain ambitious for our residents, communities and the county, whilst seeking to deliver on all fronts in a financially sustainable way.

You can access the Council Plan consultation questionnaire and supporting document [here](#). The consultation closes on 3 November 2024.

Your feedback will directly contribute to the ongoing development of the new Council Plan 2025-29, and we will share how we've used the feedback in an online report after the consultation concludes."

14. Finance

(a) Statement of account

Account	Date	Balance
Instant Access Reserve	30/09/24	£198,945.99
Instant Access Reserve Support Account	30/09/24	£100
Nationwide Building Society	31/03/24	£51,965.55
Petty Cash/Vouchers held	30/09/24	£100

**(b) To receive report on items of income
To 30th September 2024**

Date	Source	Amount
29/08/24	Interest Received (RBS)	£236.65
16/09/24	Receipt DDDC Riverbank Project	£10,000
30/09/24	Interest Received (RBS)	£243.87

(c) Approval of payments

Payment schedule to 30th September 2024: Debit card, Direct Debits and Charges

Date	Payee	Amount	VAT	Total
02/09/24	Safety Sign Supplies	£28.38	£5.67	£34.05
05/09/24	NEST Pension	<i>Not for publication</i>		
03/09/24	BT Business bill	£51.53	£10.31	£61.84
05/09/24	WEL Medical (2 sets defibrillator pads for Moorhall device)	£119.90	£23.98	£143.88
06/09/24	Banana Print (invitations for Civic Service)	£21.90		£21.90
12/09/24	Amazon Digital; Internet security package	£13.32	£2.67	£15.99
20/09/24	Quarterly Bank Charges	£60		£60
24/09/24	Amazon Toner cartridge, black, for HP Laser Jet Pro M283fdw and half ream of 120gsm paper	£73.44	£14.68	£88.12
25/09/24	NEST Pension	<i>Not for publication</i>		

Payment schedule to 30th September 2024: Digital banking transactions

Date	Payee	Amount	VAT	Total
29/08/24	PKF Littlejohn External Audit	£420	£84	£504
02/09/24	Cllr Helen Garvey (Mayors Allowance) refreshments	£10.85		£10.85
04/09/24	Shelter Maintenance INV-15784	£61.92	£12.38	£74.30
06/09/24	Shelter Maintenance INV-15665	£61.92	£12.38	£74.30
06/09/24	Shelter Maintenance INV-15666	£61.92	£12.38	£74.30
09/09/24	Farmers Feast	£50		£50
27/09/24	Clerk Month 6	<i>Not for publication</i>		
27/09/24	HMRC Month 6	<i>Not for publication</i>		
27/09/24	BT&CT Quarterly Payment 2of4	£2000		£2000

(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 4th November 2024 in the Council Chamber.
The agenda closes at 9am on Monday 28th October 2024.

Mayors Allowance

To Tuesday 27th August 2024

Opening Balance: £500

Payments:

7th August 2024: BT&CT refreshments at Albert Keir's 99th birthday event £100.90

2nd September 2024: Meeting refreshments £10.85

Closing Balance: £388.47

Website Statistics

	28/05/24	25/06/24	29/07/24	27/08/24	30/09/24
Unique visitors (year to date)	9,826	11,465	14,223	15,638	17,495
Number of visits (year to date)	56,145	58,430	62,133	64,441	67,130
Page views (last twelve months)	104,654	103,686	104,907	105,441	104,646

Grant Award Report

Section 137 Grants	2020-21	2021-22	2022-23	2023-24	2024-25
Body	Current year budget				£2,500
Bakewell Carnival Committee Insurance			£500	£500	£500 Min 5645/24(j)
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	
Total	£650	£1345.60	£1150	£1776.58	£500
Remaining					£2,000
Non Section 137 Grants	2020-21	2021-22	2022-23	2023-24	2024-25
Body	Current year budget				£4,500
None					
Total	£-	£-	£-	£-	£-
Remaining					£4,500