MINUTES OF ALFRETON TOWN COUNCIL FULL COUNCIL MEETING HELD ON 15th SEPTEMBER 2020 AT 7PM, HELD VIRTUALLY VIA ZOOM



Present:

Deputy Mayor – Councillor S Marshall-Clarke

Councillors: M Kerry, C O’Brien, J Walker, S Walker, K Wood, C Robinson, B Slade, L Hunt-Slade, D Taylor

**MEETING OF ALFRETON TOWN COUNCIL**

ORDER OF BUSINESS

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| 33/20 | To receive apologies for absence  Councillors G Dolman – work commitment  H Jowett-Frost – personal reasons  **RESOLVED**  That the apologies are noted and approved |
|  | **Councillors B Slade, L Hunt-Slade and D Taylor joined the meeting** |
| 34/20 | To receive any declarations of interest from Members Declarations of Interest were received from:  Councillor J Walker  **Item 42/20g** To consider a request to support a Bachelor of Arts (Honours) Business and Management Project – Nottingham Trent University.  To leave the meeting.  **Item 42/20l** To receive an update on the 20/21 NJC pay award.  To remain in the meeting but not take part  **Item 45/20** To ratify Planning Applications  To leave the meeting  Councillor S Walker  **Item 42/20g** To consider a request to support a Bachelor of Arts (Honours) Business and Management Project – Nottingham Trent University  To leave the meeting  Councillor S Marshall-Clarke  Item 42/20n To review rent of Alfreton House  replacement  To remain in the meeting but not take part  Councillor J Walker will take the chair.  Councillor D Taylor  Item [AVA/2020/0633](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0633)  To leave the meeting |
| 35/20 | Recording and Filming of Council and Committee Meetings There were no member of the press or public present |
| 35/20 | Public Participation There were no members of the public present |
| 36/20 | To consider any items which should be taken in exclusion of the press and public.  An explanation was given by the Joint Clerk on why items may be required to be in exclusion  **RESOLVED**  That in view of the confidential nature of the business about to be transacted, to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.   1. Item 42/20b To receive a report on Peasehill Allotment due to information relating to an individual 2. Item 42/20f To receive a report on tenant occupancy at Alfreton House due to information relating to an individual 3. Item 42/20g To consider a request to support a Bachelor of Arts (Honours) Business and Management Project – Nottingham Trent University due to information relating to an individual 4. Item 42/20j To receive a verbal report on the foodbank due to commercial confidentiality |
| 37/20 | To hear from a representative of Derbyshire Police should one be available No one was available  **RESOLVED**  That the following issues are raised with the SNT and a request made to the Inspector for attendance at a future meeting, in person;   1. Welfare Grounds, Cemetery and Alfreton House – intimidating behaviour reported to the police and AVBC along with antisocial behaviour 2. Covid Powers 3. Parking issues – Flowery Leys estate, illegal and nuisance parking blocking emergency access |
| 38/20 | To read and consider the Minutes of the Meeting of Alfreton Town Council held on Tuesday 14th July 2020 copies have been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read. The minutes were read |
| 39/20 | After consideration to approve the signature of the Meeting Minutes of Tuesday 14th July 2020 by the person presiding as a correct record. **RESOLVED**  The minutes were signed as a correct record |
| 40/20 | To dispose of business, if any, remaining from the last meeting. There is none |
| 41/20 | To receive and consider reports and minutes of committees.   1. Events Committee 23rd July 2020   **RESOLVED**  That the recommendations are approved   1. That the Lights Switch on Event 2020 is cancelled due to the ongoing uncertainty and lack of facilities available in the area and replaced with a virtual event and Christmas Countdown throughout December 2. Santa to switch on lights and leave reindeer and elves in town as a trail and competition, that this is streamed by a professional firm 3. That countdown to Christmas is a short release, daily of different activities/entertainment to include school choirs, decorated windows, church service, all with Makaton 4. Prizes from local businesses 5. That a scarecrow festival is organised for 2021 and Halloween 2020 6. That an annual VE Day event is organised 7. To ratify spend from events budget for VJ Day 2020 8. Regeneration Working Party 11th August 2020   An update was given by Councillor D Taylor  **RESOLVED**  That the recommendations are approved   1. Officers to investigate costings for subsiding parking for residents in the AVBC Rodgers Lane car park, 9:15 – 1:15 on Fridays to increase footfall in the town 2. Officers to contact AVBC for details of the regeneration funding for the Market hall and incentives for new stallholders 3. Officers to contact Argos to ascertain plans for reopening/closure of the Alfreton store 4. Town Council to consider how we can support businesses with a tidy up of the Town 5. Officers to arrange a meeting with AVBC Councillor Ben Bellamy, Cabinet Member for Regeneration & Community Safety |

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| 42/20 | To receive and consider additional agenda items in the order in which they have been notified. |
| a. | To receive a report on Christmas Event 2020  **RESOLVED**   1. That the decision to hold a virtual event in 2020 is ratified 2. That the Christmas Event 2020 scope document is approved 3. That spend is within the budget and in consultation with Lead and support members for Finance and Personnel |
| b. | To receive a report on Peasehill Allotment  THE ITEM WAS HEARD IN EXCLUSION  **RESOLVED**  The Council instructed the officer’s to take action as indicated |
| c. | To receive a report on Environment projects and to ratify costs for maintenance **RESOLVED**  That the costs of £2200 are ratified for the identified works initiated due to planting schedules |
| d. | To receive grant applications from:  1. South Normanton Area Foodbank £2500.00   **RESOLVED**   1. That the grant is not approved and deferred to a future meeting 2. That free rent is given until 31.12.2020 and reviewed January 2021 |
| e. | To receive a report on Website Accessibility  **RESOLVED**  To accept the quotation of £360 + VAT from Webiness to complete the initial assessment of the Town Councils website with support from an Officer with a report to a future meeting on works required |
|  | **Councillor J Walker left the meeting** |
| f. | To receive a report on tenant occupancy at Alfreton House  THE ITEM WAS HEARD IN EXCLUSION  **RESOLVED**  That vacant rooms are advertised for rent |
|  | **Councillor S Walker left the meeting** |
| g. | To consider a request to support a Bachelor of Arts (Honours) Business and Management Project – Nottingham Trent University THE ITEM WAS HEARD IN EXCLUSION  **RESOLVED**   1. That the project is supported 2. That the project contacts are the Joint Town Clerk (DTH) and the Deputy Leader. |
|  | **Councillor S Walker re-joined the meeting** |
| h. | To consider the purchase of 100,000 Dog Bags  **RESOLVED**  That 100,000 bags at a cost of £857.00 are purchased from the Alfreton House budget |
| i | To receive a report on Local Government Boundary Commission – Electoral Review of Amber Valley Borough Council  **RESOLVED**  That Alfreton Town Council monitors this matter |
|  | **Councillor J Walker re-joined the meeting** |
| j | To receive a verbal report on the foodbank  THE ITEM WAS HEARD IN EXCLUSION  **RESOLVED**  Members received an update and a report will be presented to a future meeting of the Council |
| k | To receive the Covid risk assessment for Alfreton House  **RESOLVED**   1. That the risk assessment is noted and accepted 2. That the office is open for appointments only 3. That staff use Room 1, with a capacity of 4 people and preference given to use by the Foodbank 4. Report to a future meeting on physical adjustments to offices 5. That spend to implement this routine is covered within administration budget |
| l | To receive an update on the 20/21 NJC pay award  **RESOLVED**  That as contractually obliged, the pay increase is implemented and backdated to 1st April 2020 |
| m | To receive a report on the purchase of a replacement alarm system  **RESOLVED**  That a new alarm system is installed, monitored by CSL DIGI air. At a cost of £730.00+Vat with maintenance & monitoring cost per year of £210.00+Vat |
|  | Councillor J Walker took the Chair |
| n | To review rent of Alfreton House  RESOLVED   1. That the rental process for 2020/21 are frozen and no increase applied 2. That a thorough review of allotment rents and agreements is completed and reported to a future meeting |
|  | **Councillor S Marshall-Clarke resumed the chair** |
| 43/20 | 1. To authorise the signing of orders for payment.   **RESOLVED**  That payments are approved as attached to the value of   * 1. July £11,126.81   2. August £13,525.47 |
| 44/20 | To receive reports from Members who may have attended Outside Bodies meetings There were none |
|  | **Councillor J Walker left the meeting** |
| 45/20 | To ratify Planning Applications:  [**AVA/2020/0620**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0620)  Address:151 Nottingham Road, Alfreton, Derbyshire, DE55 7FL  Proposal:Proposed single storey rear extension to existing dwelling   * No representations made   [**AVA/2020/0545**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0545)  Address:100 Mansfield Road, Alfreton, Derbyshire, DE55 7JP  Proposal:Change of use of residential ground floor to Hot Food Takeaway with rear extension and alteration to existing frontage and side elevation and demolition of an out building to create parking to the rear and installation of flue   * No representations made   [**AVA/2020/0546**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0546)  Address:100 Mansfield Road, Alfreton, Derbyshire, DE55 7JP  Proposal:Application for advertisement consent for painted wooden pallet style signage to existing and Proposed Hot Food takeaway to create a modern, warming welcome.   * No representations made   [**AVA/2020/0630**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0630)  Address:151 Nottingham Road, Alfreton, Derbyshire, DE55 7FL,  Proposal:Proposed single storey rear extension to existing dwelling.   * No representations made   [**AVA/2020/0633**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0633)  Address:11 Charles Street, Alfreton, Derbyshire, DE55 7EA,  Proposal:Retrospective proposal for the erection of out building and change of use of domestic outbuilding to commercial use as a personal training studio for private and public use.   * **Chair of planning declared interest.**   **RESOLVED**  That a response is agreed with Vice-Chair for this item  [**TRE/2020/0755**](https://www.ambervalley.gov.uk/planapps?refval=TRE-2020-0755)  Address:10 King Street, Alfreton, Derbyshire, DE55 7AG  Proposal:Works to Sycamore tree.   * **RESOLVED**   That the Town Council support the maintenance or removal of a tree where damage is being caused and rely on the officers at AVBC to make that judgement. The TC is generally resistant to the need to remove trees covered by TPOs  [**AVA/2020/0156**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0156)  Address:Land Adjacent 45 Mansfield Road, Mansfield Road, Alfreton, Derbyshire, DE55 7JJ  Proposal:Erection of 30 new build dwelling houses and 4 flats for affordable rent.   * **RESOLVED**   A planning committee meeting will be arranged in September  [**AVA/2020/0755**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0755)  Address:70 High Street, Alfreton, Derbyshire,  Proposal:Change of use of rear of existing shop to 2 no. 1 bedroom flats with eight new windows.   * No representations made   [**TRE/2020/0772**](https://www.ambervalley.gov.uk/planapps?refval=TRE-2020-0772)  Address:The Old Vicarage, 15 Church Street, Alfreton, Derbyshire, DE55 7AH  Proposal:1) Sycamore - Reduce between 25-50%, split stem with first stem leaning towards neighbouring boundary and second stem leaning towards property. 2) Sycamore - Remove down to ground level, split stem sitting within retaining wall area causing damage to wall with growth spreading out to neighbouring listed building.   * No representations made   [**AVA/2020/0706**](https://www.ambervalley.gov.uk/planapps?refval=AVA-2020-0706)  Address:85 Mansfield Road, Alfreton, Derbyshire, DE55 7JP  Proposal:Lowering of kerbs   * No representations made   **AVA/2020/0806** Address: Loubys Restaurant And Coffee Shop 84 - 86 King Street Alfreton Derbyshire DE55 7DD  Proposal: Change of use for Ground Floor from Restaurant/Coffee shop to 2no self contained 1 bed flat units   * No representations made |
| 46/20 | To review and approve the following policies:  1. Risk Management Plan 2. Civic Protocol 3. Retention Policy 4. Pension Discretions 5. Planning Process 6. Transparency Policy 7. Equality Opportunities   **RESOLVED**  The policies were noted and approved |
| 47/20 | To consider 4 topics for communication Virtual Christmas Event  Dog Bags  Policy Review  Covid Secure  Police attendance and incidents |

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| 48/20 | Item 36/20 also refers:  To consider any items which should be taken in exclusion of the press and public.  **RESOLVED**  That in view of the confidential nature of the business about to be transacted, to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item. |
| 48/20a | Item 42/20bTo receive a report on Peasehill Allotment  **RESOLVED**   * 1. That the Town Council decide if to:      1. Serve notice to ‘properly cultivate the land’ and clear the overgrown shrubs with a prescribed time limit      2. Serve notice to terminate the agreement under breach of conditions and terms   2. to await the notice and investigate the responsibility of the boundary hedges and ongoing liabilities at a later date |
| 48/20b | Item 42/20f To receive a report on tenant occupancy at Alfreton House  **RESOLVED**   1. That the Town Council notes the indication of the tenant of   Room 14 to end their lease   1. That the Town Council agrees a date to end the lease with   the tenant   1. That the Town Council advertise Room 14 to rent at a cost of   £282.00 pcm initially through social media and local  press/adverts |
| 48/20c | Item 42/20g To consider a request to support a Bachelor of Arts (Honours) Business and Management Project – Nottingham Trent  **RESOLVED**   1. That the project is supported 2. That the project contacts are the Joint Town Clerk (DTH) and the Deputy Leader. |
| 48/20d | Item 42/20j To receive a verbal report on the foodbank  Members heard an update from the Joint Town Cler (DTH) of future plans  **RESOLVED**  That a business plan in consultation with Lead Members is presented to a future meeting, investigating a charitable trust established by a council. |