

Alfreton Town Council

Minutes of the Full Council meeting held on Tuesday 17th May 2022 at 7pm at Room 1, Alfreton House

**Present:** Councillors M Bennett MBE, J Gdula, H Jowett-Frost, M Kerry, S Marshall-Clarke, S Sounes, D Taylor, J Walker, S Walker & K Wood

Officers: V Johnstone

# ORDER OF BUSINESS

## *Town Mayor, Councillor Steve Marshall-Clarke proposed a variation in order of business to take item 77/22 f. To receive a report on Staffing Matters heard exclusion as the first agenda item.*

## 54/22 To elect a Town Mayor

**RESOLVED**

That Councillor J Walker was unanimously elected as Town Mayor for 22/23

**55/22 To receive the Town Mayor’s declaration of acceptance of office**

**RESOLVED**

The acceptance of office was completed and received

## 56/22 54/22 To receive apologies for absence

**RESOLVED**

Apologies were received and accepted from Councillors:

C Dale – Work commitment

G Dolman – Personal

A Richardson – Illness

C O’Brien - Personal

**57/22 To receive any declarations of interest from Members**

There were none

**58/22 To consider any variation of order of business**

**RESOLVED**

*Item 77/22 f. was taken as the first agenda item heard in exclusion*

## 59/22 To consider any items which should be taken in exclusion of the press and public

**RESOLVED**

*Item 77/22 f. To receive a report on Staffing Matters due to GDPR*

*Item 77/22 h. To receive an update on the Community Hub due to commercial sensitivity*

**60/22 To elect a Deputy Town Mayor**

**RESOLVED**

Councillor M Bennett MBE was elected

**61/22 To elect a Leader of the Council**

**RESOLVED**

Councillor S Marshall-Clarke was elected

**62/22 To elect a Deputy Leader of the Council**

**RESOLVED**

Councillor M Kerry was elected

**63/22 Public Participation**

There were none.

**64/22** **To appoint Lead Members to the Executive Committee with delegated powers as prescribed in the Scheme of Delegation, for the following:**

**RESOLVED**

**Properties** – Lead Member Councillor M Bennett MBE

Support Member C Robinson

**Centenary Green, Environment, Sport and Recreation** – Lead Member Councillor S Marshall-Clarke

Support Member D Taylor

**Finance and Personnel** – Lead Member M Kerry

Support Member S Walker

**Christmas Lights** – Lead Member S Walker

Support Member J Walker

**Health and Safety** – Lead Member K Wood

Support Member G Dolman

**Community Hub & Regeneration** – Lead Member D Taylor

Support Member H Jowett-Frost

**Planning**- Lead Member K Wood

Support Member J Walker

The Mayor, Deputy Mayor, Leader and Deputy Leader will be ex-officio voting Members of the Executive Committee

**65/22 To appoint Lead Members with delegated powers as prescribed in the Scheme of Delegation for 2022**

**RESOLVED**

Events Committee – Lead Member H Jowett-Frost, Committee Members D Taylor, S Sounes, M Bennett MBE & M Kerry

Communications Committee – S Walker, S Marshall Clarke, H Jowett-Frost & S Sounes

**66/22** **To appoint five members to serve on the Planning Committee.**

**RESOLVED**

Councillors C Dale, C O’Brien, J Gdula, A Richardson & S Sounes

**68/22** **To approve ordinary meetings of the Council and Executive Committee for the year**

**a. Full Council Meeting 3rd Tuesday of each month excluding August**

**b. Executive Committee Meeting 1st Tuesday bi-monthly starting July unless otherwise agreed**

**RESOLVED**

a. Full Council Meeting 3rd Tuesday of each month excluding August

b. Executive Committee Meeting 1st Tuesday bi-monthly starting July

**69/22** **To receive nominations of councillors and make appointments to serve on the following Outside Bodies for 2022/2023**

**RESOLVED**

ACTS -   Councillor M Bennett MBE

Alfreton & District Heritage Trust – Councillor K Wood

Amber Valley Access - Councillor C O’Brien

Derbyshire Unemployed Workers Centre - Councillors S Marshall-Clarke & M Kerry

Pubwatch - Councillor M Bennett MBE

PentrichRevolution Group - Councillor K Wood

**70/22** **To set a date for the Tour of the Town**

**RESOLVED**

Tour of the Town will be held on Monday 4th July, 6PM

**71/22** **To hear from a representative of Derbyshire Police should one be available.**

No Officers were available

**RESOLVED**

Officers instructed to ask for an update on nuisance motorcycles & vehicle thefts. Officers to log a MOP disturbance issue.

**72/22** **To read and consider the Minutes of the last meeting of Alfreton Town Council held on Tuesday 29th March 2022, a copy has been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read**

**RESOLVED**

The minutes were taken as read

**73/22 After consideration to approve the signature of the Minutes by the person presiding as a correct record**

**RESOLVED**

The minutes were approved

**74/22 To dispose of business, if any, remaining from the last meeting.**

There was none

**75/22** **To receive and consider reports and minutes of committees.**

Events Committee Working Group 5th May 2022

**RESOLVED**

a. That 4 banners are purchased at a cost of £140.00 **APPROVED**

b. That a Lifesize model of the Queen is purchased at a cost of £40.00 **APPROVED**

c. That a Jubilee themed balloon arch is purchased at a cost of £75.00 **APPROVED**

d. That the quotation for first aid provision is accepted at a cost of £463.10 **APPROVED**

e. That the quotation for the Teddy bears picnic event is accepted at a cost of £500.00 **APPROVED**

**76/22 To consider resolutions, if any, from the Parish Meeting held prior to this meeting**

There were none.

**77/22 To receive and consider additional agenda items in the order in which they have been notified:**

**a. To receive the Internal Audit completed by the Lead Member for Finance & Personnel**

**RESOLVED**

That the Internal Audit completed by Councillor Kerry is noted

Officers were thanked for their work in concluding a successful audit.

**b. To receive and note the Annual Internal Audit Report 2021/22, to approve the Income and Expenditure Account for the year ending 31st March 2022, the Annual Governance Statement and Annual Return and to complete in that order**

**RESOLVED**

That the Annual Internal Audit Report is received and noted and where necessary actions taken (AGAR pg3)

That the Income and Expenditure Account is approved and signed

That the Annual Governance Statement is approved and signed (AGAR pg4)

That the Annual Accounting Statement is approved and signed and must be done in that order (AGAR pg5)

**c. (1) To consider a Grant application from Maple Mews Residents Association for £1000.00**

**RESOLVED**

That a grant of £300.00 is approved. Officers to write to Maple Mews Residents Association to inform them of Derbyshire County Councils Jubilee funding through the Members Community Leadership Scheme

**c. (2). To consider a Grant application from James Simpson, DECA UK 2022 for £750.00**

**RESOLVED**

That a grant of £750.00 is approved, James Simpson to be invited to a future meeting to give a presentation after the event

**d. To consider a Councillor Briefing on Speed Indicator Devices**

**RESOLVED**

That the council takes part in the Speed Indicator Device trial and apply for the associated grant funding to purchase three signs to be placed at:

1. Carnfield Hill on the Town Councils boundary

2. Parkin Street at the access of the area

3. Wingfield Road

**e. To receive correspondence from Mr Will Rodgers – East Midlands Railway services at Alfreton**

**RESOLVED**

That the correspondence from East Midlands Railway is noted.

Representatives from Network Rail, Andrew Ruff & Rachel Lowe attended the meeting to give an update on the Access scheme at Alfreton station, due to inflationary pressures, budget challenges and the pandemic the scheme has been delayed. As a result, it is unlikely that construction will start prior to 2024.

Officers were instructed to:

1. Write to Gary Walsh, East Midlands Route Director for Network Rail pressing for urgent progress

2. Share the update details with Derbyshire Law Centre and ask them to bring litigation against Network under the Equalities Act

3. Write to East Midlands Railway & Northern Rail to seek confirmation of their provision for disabled passengers and details of the training provided to station and train staff for these arrangements

**f.  To receive a report on Staffing Matters**

**RESOLVED**

That the resignation of Joint Town Clerk, (DTH) is noted.

That the Assistant Town Clerk is appointed as the temporary Proper Officer and RFO

**g. To consider a report on supporting an online sales tax**

**RESOLVED**

That Officers are instructed to write to Nigel Mills MP indicating the councils support for the principle of an Online Sales Tax levied on goods sold by larger retailers

**h.  To receive an update on the Community Hub**

**RESOLVED**

The update was noted.

**i. To receive a report on the potential closure of Alfreton train station ticket office**

**RESOLVED**

 Officers instructed to write to Nigel Mills MP & Mark Fletcher MP asking them to support the campaign to retain the station ticket office.

**78/22** **To ratify the signing of orders for payment.**

To receive and approve payments for March 2022 £20,345.33 and April 2022 £14,102.05

To approve the bank reconciliation for March 2022

To approve the bank reconciliation for April 2022

To approve regular payments throughout the year

**RESOLVED**

That the payments for March and April 2022 are ratified

That the bank reconciliations for March & April 2022 are approved

That the regular payments are approved with the addition of £4,000 for planting under the regeneration budget and an increase in planting under the Alfreton House budget to £4,500

That £2,500 is vired from the Environment budget to Alfreton House budget to cover the increased planting costs

**79/22 To consider 4 topics for Communication**

**RESOLVED**

Station Access

Election of new Mayor

Jubilee Events

Grants

**80/22** **To review and approve the following policies:**

**RESOLVED**

The following policies were reviewed and approved with amendments as noted;

**a. Code of Conduct**

**b. Standing Orders**

**c. Financial Risk Assessment**

**d. Financial Regulations**

**81/22** **To consider Planning Applications – A total of 7 applications have been received since the last full council meeting with no comments made.**

**RESOLVED**

That the information is noted.

Representations to be sent for application AVA/2022/0059 Conversion of vacant 3 bedroomed house into 7 bedroomed HMO by means of internal alternations, single storey side extension & single storey dormer extension to the rear. The council reaffirms its objection to this application due to concerns about the growing number of HMOs in the Town and community safety, particularly as there is no off-road parking for the potential number of vehicles this application would generate in a road with existing parking restrictions and few opportunities for on-street parking.