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Alfreton Town Council

Annual meeting of Full Council

Agenda 16th May 2023

Dated 11th May 2023

Town Mayor and Elected Members

Alfreton Town Council

Dear Member,

You are summoned to attend the meeting of Alfreton Town Council to be held on **Tuesday 16th May 2023**

at Room 1, Alfreton House, High Street, Alfreton.

At 7pm

This will be the **Annual Meeting** and will start immediately after the conclusion of the Parish Meeting which starts at 6.30p.m.

You must sign the Declaration acceptance of Office before attending this meeting as a member of Alfreton Town Council.

Yours sincerely

T Crookes

Tina Crookes

Town Clerk and Proper Officer

ORDER OF BUSINESS

## 01/23 To elect a Town Mayor

## 02/23 To receive the Town Mayor`s declaration of acceptance of office.

## To confirm receipt of all Councillor declaration of acceptance of office forms

## 03/23 To receive apologies for absence.

**04/23 To receive any declarations of interest from Members**

Members are requested to declare the existence and nature of any

disclosable pecuniary interest and/or other interest, not already on their

register of interests, in any item on the agenda and withdraw from the

meeting at the appropriate time, or to request a dispensation. Please note

that appropriate forms should be completed prior to commencement of

the meeting.

## 05/23 Recording and Filming of Council and Committee Meetings

The right to record, film and to broadcast meetings of the council and committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of the meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.

a. For the purposes of minute taking an Officer will record the meeting audially and delete the files once the draft minutes have been produced.

## 06/23 To consider any variation in order of business

## 07/23 To consider any items which should be taken in exclusion of the press and public.

If the Council decides to exclude the press and public it will be necessary to pass a resolution in the following terms:- “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. *A reason must be stated.*

1. Item 27/23c To receive a confidential report on Room 10 & 11 Alfreton House for GDPR and sensitive information purposes
2. Item 27/23d To receive a confidential report on staffing matters for GDPR and personal information purposes

## 08/23 To elect a Deputy Town Mayor

## 09/23 To elect a Leader of the Council

## 10/23 To elect a Deputy Leader of the Council

## 11/23 Public Participation

The period of time designated for public participation at a meeting shall not exceed 20 minutes, a member of the public shall not speak for more than 3 minutes, unless directed by the Town Mayor of the meeting.

A question may only be asked if notice has been given by delivering it in writing or e-mail to the Town Clerk 7 clear days before the meeting, unless the Town Mayor regards it as urgent in his opinion.

A separate public participation procedure exists.

[Link to Alfreton Town Council policies and procedures](about:blank)

## 12/23 To appoint Lead Members to the Executive Committee with delegated powers as prescribed in the Scheme of Delegation, for the following:

1. Properties
2. Environment, Sport and Recreation
3. Finance and Personnel
4. Health and Safety
5. Planning
6. The Mayor, Deputy Mayor, Leader and Deputy Leader will be ex-officio voting Members of the Executive Committee

## 13/23 To appoint Lead Members with delegated powers as

## prescribed in the Scheme of Delegation for 2023/24

1. Event Committee
2. Christmas Lights Committee
3. Communications Committee
4. Regeneration Committee

## 14/23 To appoint five members to serve on the Planning Committee.

## 15/23 To appoint Support Members to the following committees and portfolios

1. Properties
2. Environment, Sport and Recreation
3. Finance and Personnel
4. Health and Safety
5. Planning
6. Event Committee
7. Christmas Lights
8. Communications Committee
9. Regeneration Committee and Community Hub

## 16/23 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

## 17/23 To receive nominations of councillors and make

## appointments to serve on the following Outside Bodies for

## 2023/2024

ACTS

Alfreton Community Forum

Alfreton & District Heritage Trust

Amber Valley Access

Derbyshire Unemployed Workers Centre

Alfreton Community Hall

Police Liaison

Pubwatch

PentrichRevolution Group

## 18/23 To set a date for the Tour of the Town

## 19/23 To hear from a representative of Derbyshire Police

## should one be available.

## 20/23 To read and consider the Minutes of the last meeting of Alfreton Town Council held on Tuesday 21st March 2023, a copy has been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read

## 21/23 After consideration to approve the signature of the Minutes by the person presiding as a correct record

## 22/23 To dispose of business, if any, remaining from the last meeting.

There is none.

## 24/23To receive and consider reports and minutes of committees.

There is none.

## 25/23 To adopt and confirm the conditions of eligibility to use The General Power of Competence

1. Alfreton Town Council resolves that from 16th May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and si 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence”.

## 26/23 To consider resolutions, if any, from the Parish

## Meeting held prior to this meeting

## 27/23 To receive and consider additional agenda items in the order in which they have been notified:

## To receive the Internal Audit completed by the Lead Member for Finance & Personnel

## To receive and note the Annual Internal Audit Report 2022/23, to approve the

## Income and Expenditure Account for the year ending 31st March 2023,

## the Annual Governance Statement and

## the Annual Return

## and to complete in that order

1. To receive a confidential report on Room 11 & 12 Alfreton House
2. To receive a confidential report on staffing matters
3. To receive a report on the CCTV hard-drive replacement
4. To receive a report on providing an alternative market at Alfreton House
5. To receive a report on events
6. To receive a report on the Community Hub. An update.

## 28/23 To ratify the signing of orders for payment.

1. To receive and approve payments for
   1. March 2023 £27,629.83 and
   2. April 2023 £21,738.03
2. To approve the bank reconciliation for
   1. March 2023 £48,208.67
   2. April 2023 £138,066.92
3. To approve regular payments throughout the year 2023/24
4. To approve online cheque signatories

## 29/23 To consider 4 topics for Communication

## 30/23 To review and approve the following policies:

1. Code of Conduct (Issued with new member pack)
2. Standing Orders (Issued with new member pack)
3. Financial Risk Assessment
4. Financial Regulations (Issued with new member pack)

## 31/23 To consider Planning Applications – A total of 9 applications have been received since the last full council meeting with no comments made.

## To receive a report on a standard response to applications affecting the Town Centre

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| RefVal: | | [AVA/2023/0131](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0131) | |
| Address: | | Green Haven, Park Street, Alfreton, Derbyshire, DE55 7JE, | |
| Proposal: | | Proposed construction of single storey dwelling and associated car parking | |
| Date Valid: | | 14/Mar/2023 | |
| Decision Expected: | | 2/May/2023 | |
| Decision Issued: | | 14/Mar/2023  Status This application was returned. | |
| RefVal: | [AVA/2023/0221](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0221) | |
| Address: | 7 Tavistock Square, Alfreton, Derbyshire, DE55 7FE, | |
| Proposal: | Non material amendment to AVA/2022/0654 for removal of rear roof light (approved under other NMA AVA/2022/0867) and changing the side door to a window | |
| Date Valid: | 17/Mar/2023 | |
| Decision Expected: | 7/Apr/2023 | |
| Decision Issued: | 11/Apr/2023  Status Application Approval | |
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| RefVal: | [AVA/2023/0226](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0226) | |
| Address: | 2 Ewart Lane, Alfreton, Derbyshire, DE55 7AU | |
| Proposal: | Proposed single storey rear extension and two storey side extension | |
| Date Valid: | 17/Mar/2023 | |
| Decision Expected: | 5/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2023/0222](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0222) | |
| Address: | Scarsdale Veterinary Group, Unit 2, Nottingham Road Retail Park, Nottingham Road, Alfreton, Derbyshire, DE55 7GR, | |
| Proposal: | Sighted flagpoles in car park ( two in total) either end of bays | |
| Date Valid: | 23/Mar/2023 | |
| Decision Expected: | 11/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2023/0216](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0216) | |
| Address: | Alfreton Genesis Enterprise And Business Centre, 32 - 46 King Street, Alfreton, Derbyshire, DE55 7DQ, | |
| Proposal: | Change of use of part of first floor to cinema | |
| Date Valid: | 29/Mar/2023 | |
| Decision Expected: | 17/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2023/0208](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0208) | |
| Address: | Land Off Nuttall Street, Nuttall Street, Alfreton, Derbyshire, , | |
| Proposal: | Proposed construction of single storey dwelling and creation of new access to serve Green Haven | |
| Date Valid: | 31/Mar/2023 | |
| Decision Expected: | 19/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2023/0255](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0255) | |
| Address: | PURPLE ROBES, 67 High Street, Alfreton, Derbyshire, DE55 7DP, | |
| Proposal: | Installation of extraction flue for use in conjunction with use as restaurant and alteration to shopfront and re-location of security shutters | |
| Date Valid: | 3/Apr/2023 | |
| Decision Expected: | 22/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2022/0970](https://www.ambervalley.gov.uk/planapps?refval=AVA-2022-0970) | |
| Address: | 2 Oakley Close, Alfreton, Derbyshire, DE55 7SN | |
| Proposal: | Alterations to ground level of existing garden to be increased by 68.5 cm. Extension to existing patio and increase of fence height from 2m to 2.4m from the existing ground level on north and east boundaries | |
| Date Valid: | 11/Apr/2023 | |
| Decision Expected: | 30/May/2023 | |
| Decision Issued: | Status Pending Consideration | |
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| RefVal: | [AVA/2023/0289](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0289) | |
| Address: | Eclipse Nail And Beauty, 28 Nottingham Road, Alfreton, Derbyshire, DE55 7HL, | |
| Proposal: | Change of use of Salon to dwelling | |
| Date Valid: | 19/Apr/2023 | |
| Decision Expected: | 7/Jun/2023 | |
| Decision Issued: | Status Pending Consideration | |