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MINUTES OF THE FULL COUNCIL MEETING OF ALFRETON TOWN COUNCIL HELD ON 19TH SEPTEMBER 2023 AT 7PM, ROOM 1

Present

Town Mayor: Councillor H Jowett-Frost

Councillors:

M Bennett, M Kerry, C Morcombe, S Sounes, J Walker, S Walker, J Whetton, K Wood

Staff:

T Crookes

V Johnstone

**MEETING OF ALFRETON TOWN COUNCIL**

# **ORDER OF BUSINESS**

## 67/23 To receive apologies for absence

Apologies were received from G Dolman, J Gdula, S Marshall-Clarke, A Richardson, D Taylor

## 68/23 To receive any declarations of interest from Members

Declarations were received from Councillors;

|  |  |  |  |
| --- | --- | --- | --- |
| M Bennett | 77/23d2 | Personal/non DPI  To consider a grant application from Friendship Club | To remain in the meeting but not vote |
|  | 77/23d3 | Personal/non DPI  To consider a grant application from Alfreton Food bank | To remain in the meeting but not vote |
| H Jowett-Frost | 77/23b | DPI  To receive a report on Tenant use of Alfreton House | To leave the meeting |
| Mary Kerry | 77/23s1 | Personal/non DPI  To consider a grant application from Alfreton Food bank | To remain in the meeting but not vote |
| J Walker | 82/23 | Personal/non DPI  To review and approve the policies | To remain in the meeting but not vote |
| J Whetton | 77/23d2 | Personal/non DPI  To consider a grant application from Friendship Club | To remain in the meeting but not vote |
| K Wood | 77/23d2 | Personal/non DPI  To consider a grant application from Friendship Club | To remain in the meeting but not vote |

## 69/23 Recording and Filming of Council and Committee Meetings

**RESOLVED**

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.

## 70/23 Public Participation

There were none

## 71/23 To consider any items which should be taken in exclusion of the press and public

RESOLVED

1. [77/23b To receive a report on Tenant use of Alfreton House](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/REPORT%20youth%20club.docx)
2. 80/23a To note correspondence received due to the sensitivity of the details contained in the correspondence

## 72/23 To hear from a representative of Derbyshire Police should one be available

PCSO a Smith attended. The meeting heard about recent crime statistics which were low. Comparison to previous years to be made available. A request was made to raise the issue of the Police Station signage. Support was offered on motorbike gates on the Centenary Green.

Strong message to report ALL crimes to 101/999 as this builds a picture and areas of hotspots.

## 73/23 To read and consider the Minutes of the Meeting of Alfreton Town Council held on Tuesday 19th July 2023 copies have been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read.

**RESOLVED**

The minutes of the meeting were read

## 74/23 After consideration to approve the signature of the Meeting Minutes of Tuesday 19th July 2023 by the person presiding as a correct record

**RESOLVED**

The minutes were signed as a correct record

## 75/23 To dispose of business, if any, remaining from the last meeting

There is none

## 76/23 To receive and consider reports and minutes of committees and working groups

1. To receive the notes of the Finance and Personnel Meeting held on 12/09/23 and to approve the recommendations made

**RESOLVED**

The recommendations contained in the confidential report were approved

1. Notes of the meeting with Amber Valley Borough Council to discuss protecting land in Alfreton

**RESOLVED**

1. That the Council write to the Leader of AVBC and formally request a review of the conservation area and protection of land in Alfreton.
2. That clarification is sought from AVBC on the SHELAA report and the term ’Not suitable’ in relation to land by St Martins Church. Does this protect the land from development.

## 77/23 To receive and consider additional agenda items in the order in which they have been notified.

1. [To receive an update on the S106 funds for the Outseat’s Farm Development](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/Update%20S106%20Funds%20Outseat's%20Farm%20Alfreton.msg)

**RESOLVED**

That a letter is sent to DCC to request confirmation that the 406meters will be dealt with by end of 2024 given the DCC financial crisis

1. [To receive a report on Tenant use of Alfreton House - CONFIDENTIAL](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/REPORT%20youth%20club.docx)

**THIS ITEM WAS TAKEN IN EXCLUSION**

**RESOLVED**

That a letter is sent to the tenant to outline the decision made with a 6 month and then annual review

1. [To receive a report on Motorbike Inhibitors](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/REPORT%20Motorbike%20inhibitors.docx)

**RESOLVED**

* 1. That a report is taken to October meeting outlining full cost and number of gates
  2. That advice – as offered – is taken from the Police

1. To consider a grant applications from
   1. Derbyshire Unemployed Workers Centre for £5,000

**RESOLVED**

That a grant of £5000.00 is approved and was voted on unanimously

* 1. Alfreton Friendship Club for £1,500

**RESOLVED**

That a grant of £1500.00 is approved

* 1. Alfreton Foodbank £2,687.36

**RESOLVED**

That a grant of £2687.36 is approved

That the RFO takes advice from the auditor on the paying of a grant that supports the rent

* 1. Christ The King Church £3,570

**RESOLVED**

That further details are sought and a bank balance evidenced.

That further information, if available is reported at the October Meeting.

1. To note the resignation of Councillor M Memmott-Richardson and to note the co-option policy and procedure
   1. To make a replacement if deemed necessary on the following committees;

Christmas Lights Committee (Current members; Councillors S Walker, J Walker, S Sounes & C Morcombe)

Regeneration Committee & Community Hub – (Current members; Councillors D Taylor, S Sounes, H Jowett-Frost, M Kerry, C Morcombe & S Marshall-Clarke

Updated at the October meeting:

That the Lead and support members for Finance and Personnel meet with any eligible candidates prior to the co-option process being implemented. Co-option process to be updated

**RESOLVED**

That Councillor M Kerry is appointed on to the Christmas Lights Committee

That Councillor M Bennett is appointed on to the Regeneration Committee

1. To note the resignation from the Finance and Personnel Committee of Councillor G Dolman and to make a replacement (Current members; Councillors M Kerry and D Taylor)

**RESOLVED**

That Councillor S Walker is appointed on to the Finance and Personnel Committee

1. [To receive a report on the Winter Bedding Scheme](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/REPORT%20winterbedding%20scheme.docx)

**RESOLVED**

That the winter planting scheme if funded;

£1000.00 from Regeneration

Remainder from Environment (approximately £4650.00)

1. [To receive a report on the distribution of the dog bags](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/Report%20-%20dog%20bags.docx)

**RESOLVED**

That data is collected, a post code, to establish distribution details. That a report is brought to a future meeting

## 78/23 To ratify the signing of orders for payment

**RESOLVED**

Payments were approved as follows;

To receive and approve payments for July 2023 £22,794.83

To approve the bank reconciliation for July 2023 £84,026.98

To receive and approve payments for August 2023 £26,106.06

To approve the bank reconciliation for August 2023 £61,395.01

## 79/23 To receive reports from Members who may have attended Outside Bodies meetings

Alfreton & District Heritage Trust – Councillor Keith Wood

Successful events held last week

## 80/23 To note correspondence received

## Due to the sensitivity of this correspondence this item will be taken in exclusion

**RESOLVED**

That the complaints procedure is sent to any expression of dissatisfaction

## 81/23 To consider 4 topics for communication

**RESOLVED**

Footpath rejection

S106 funds and continued work to resolve

Grants

## 82/23 To review and approve the following policies:

1. Scheme of delegation
2. Annual Leave Policy
3. Appraisal Policy
4. Capability Policy
5. Staff handbook
6. TOIL policy
7. Vision and Values
8. Transparency Code

**RESOLVED**

That’s the policies are approved. That the annual leave policy is amended to hours and not days.

## 83/23 To consider Planning Applications – applications have been received since the last meeting

1. [To receive an update on the George Hotel, Alfreton](https://alfretontowncouncil.sharepoint.com/sites/AlfretonTownCouncil2/Shared%20Documents/General/Meetings/2023-2024/September%2023/Planning%20update%20-%20George%20Hotel%20-%20Alfreton.msg)

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| --- | --- | --- | --- |
| |  |  | | --- | --- | | Consultation Date - 13/Jul/2023 |  | | |
| Ref: | [AVA/2023/0553](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0553) |
| Address: | 51 - 53 Mansfield Road, Mansfield Road, Alfreton, Derbyshire, , |
| Proposal: | Change of use from dwelling to 7 bedroom HMO with installation of two dormer windows to front elevation |
| Date Valid: | 12/Jul/2023 |
| Decision Expected: | 30/Aug/2023 |
| Applicant: | Mr / Mrs P / D Richardson, Harker  DPPH Ltd, C/O JF Planning , 45 Bakehouse Lane , Ockbrook, Derby, DE723RH, |
| Agent: | Mr Jamie Foot  JF Planning Associates, 45 Bakehouse Lane, Ockbrook, Derbyshire, DE72 3RH, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Laura Anthony  ([laura.anthony@ambervalley.gov.uk](mailto:laura.anthony@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, HOUSE, POL, CON,  **APPLICATION APPROVED** |
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| |  |  |  | | --- | --- | --- | |  | Consultation Date - 17/Jul/2023 |  | | |
| RefVal: | [AVA/2023/0497](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0497) |
| Address: | 142 Nottingham Road, Alfreton, Derbyshire, DE55 7FP |
| Proposal: | Certificate of lawful development for proposed existing garage modifications - change to pitch of garage roof and fitting of windows for natural light. Building to be used as a workshop. Summer cabin - add a modular summer cabin of dimensions 5m x 3.5m adjacent to the existing garage. |
| Date Valid: | 14/Jul/2023 |
| Decision Expected: | 1/Sep/2023 |
| Decision Issued: | 21/Aug/2023 |
| Applicant: | Kevin Limb  142 Nottingham Road, Alfreton, Derbyshire, DE55 7FP, United Kingdom |
| Agent: |  |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Trinity Barlow  ([trinity.barlow@ambervalley.gov.uk](mailto:trinity.barlow@ambervalley.gov.uk)) |
| Consultees: | **APPLICATION APPROVED** |
|  | |
| |  |  | | --- | --- | | Consultation Date - 21/Jul/2023 |  | | |
| Ref: | [AVA/2023/0454](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0454) |
| Address: | Made At 18, 18 Church Street, Alfreton, Derbyshire, DE55 7AH, |
| Proposal: | Replace rotten wooden windows with new aluminium windows in heritage colour (grey) (may affect the setting and character of the conservation area and the setting of a listed building) |
| Date Valid: | 20/Jul/2023 |
| Decision Expected: | 7/Sep/2023 |
| Decision Issued: |  |
| Applicant: | Mr David Taylor  M.A.D.E @ No.18 Ltd, 18 Church Street, Alfreton, Derbyshire, DE55 7AH, United Kingdom |
| Agent: |  |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Trinity Barlow  ([trinity.barlow@ambervalley.gov.uk](mailto:trinity.barlow@ambervalley.gov.uk)) |
| Consultees:  **RESOLVED**  That the standard response is sent regarding retrospective planning applications | |
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| |  |  |  | | --- | --- | --- | |  | Consultation Date - 24/Jul/2023 |  | | |
| Ref: | [TRE/2023/0305](https://www.ambervalley.gov.uk/planapps?refval=TRE-2023-0305) |
| Address: | Land South Of Mansfield Road And North Of A38, Mansfield Road, Alfreton, Derbyshire, , |
| Proposal: | As per table 5.1 of attached tree survey. Notes, T11 to be pollarded, T9 to be pollarded, both Willow. T15, Ash, reduce branch with Inonotus, not remove. |
| Date Valid: | 24/Jul/2023 |
| Decision Expected: | 18/Sep/2023 |
| Decision Issued: |  |
| Applicant: | MR DAN WALLACE  A5 Optimum business park, Optimum road, Swadlincote, DE11 0WT, United Kingdom |
| Agent: | Mr Matthew Reinforth  2 Sinai close, Burton on Trent, Staffs, DE14 2TD, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Peter White  ([peter.white@ambervalley.gov.uk](mailto:peter.white@ambervalley.gov.uk)) |
| Consultees: | APAR,  **APPLICATION WITHDRAWN** |
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| |  |  |  | | --- | --- | --- | |  | Consultation Date - 27/Jul/2023 |  | | |
| Ref: | [AVA/2023/0598](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0598) |
| Address: | 45 - 49 Mansfield Road, Mansfield Road, Alfreton, Derbyshire, , |
| Proposal: | Conversion of Class E and residential dwellings to form seven 1 bedroom flats and two 2 bedroom flats with associated infrastructure. |
| Date Valid: | 25/Jul/2023 |
| Decision Expected: | 12/Sep/2023 |
| Decision Issued: |  |
| Applicant: | Mr / Mrs P / D Richardson, Harker  DPPH Ltd, CO JF Planning , 45 Bakehouse Lane , Ockbrook, Derby, DE723RH, |
| Agent: | Mr Jamie Foot  JF Planning Associates, 45 Bakehouse Lane, Ockbrook, Derbyshire, DE72 3RH, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Heather Wynne  ([heather.wynne@ambervalley.gov.uk](mailto:heather.wynne@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, COAL, CON, POL, HOUSE, |
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| |  |  |  | | --- | --- | --- | |  | Consultation Date - 2/Aug/2023 |  | | |
| Ref: | [AVA/2023/0610](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0610) |
| Address: | 4 Beechdale Road, Alfreton, Derbyshire, DE55 7QH, |
| Proposal: | Convert garage with new windows to front, new porch, new roof light in roof and new patio door arrangments to rear |
| Date Valid: | 2/Aug/2023 |
| Decision Expected: | 20/Sep/2023 |
| Decision Issued: |  |
| Applicant: | Dave Storer  4 Beechdale Road, Alfreton, Derbyshire, DE55 7QH, |
| Agent: | Sam Tomlinson  ST Architecture, 53 Howitt Street, Heanor, Derbyshire, DE75 7AU, |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Trinity Barlow  ([trinity.barlow@ambervalley.gov.uk](mailto:trinity.barlow@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, |
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| |  |  |  | | --- | --- | --- | |  | Consultation Date - 4/Aug/2023 |  | | |
| Ref: | [AVA/2023/0627](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0627) |
| Address: | 9 Wycliffe Road, Alfreton, Derbyshire, DE55 7HR |
| Proposal: | Erection of a two-storey side extension to form drive through car port with living accommodation to first floor |
| Date Valid: | 3/Aug/2023 |
| Decision Expected: | 21/Sep/2023 |
| Decision Issued: |  |
| Applicant: | Mr C Nobbs  CS Building Design, 19 Crest Close, Stretton, Burton On Trent, Derbyshire, DE13 0GW, United Kingdom |
| Agent: | Mr C Nobbs  CS Building Design, 19 Crest Close, Stretton, Burton On Trent, DE13 0GW, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Trinity Barlow  ([trinity.barlow@ambervalley.gov.uk](mailto:trinity.barlow@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, |
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| Ref: | [AVA/2023/0585](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0585) |
| Address: | Church Street Stores, 19 Church Street, Alfreton, Derbyshire, DE55 7AH, |
| Proposal: | Retention of the existing Retail Commercial Use (Class E) and re-modelling of the existing 2no. Class C3 Residential Apartments. A change of use and re-modelling of the First, Second Floors from Retail (Class E) and Residential (Class C3), to form 3 additional units and a change of use of the existing outbuildings of Retail (Class E) use to form 2no. apartments of Residential (Class C3) use. (may affect the setting of a listed building and the character of the conservation area) |
| Date Valid: | 15/Aug/2023 |
| Decision Expected: | 3/Oct/2023 |
| Decision Issued: |  |
| Applicant: | Mr Kelk  PES Fund, 19 Church Street, Alfreton, DE55 7AH, |
| Agent: | Mr Chris Davies  CLD Architecture Ltd, 4 Cross Street, Nottingham, NG9 2NX, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Laura Anthony  ([laura.anthony@ambervalley.gov.uk](mailto:laura.anthony@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, HERCON, HOUSE, POL, |
|  | |
| |  |  |  | | --- | --- | --- | |  | Consultation Date - 20/Aug/2023 |  | | |
| Ref: | [TRE/2023/0321](https://www.ambervalley.gov.uk/planapps?refval=TRE-2023-0321) |
| Address: | St Martins Court, Church Street, Alfreton, Derbyshire, DE55 7AH, |
| Proposal: | Two Silver Birch trees. Stone water housing company would like the trees to be removed due to the close proximity to there residents housing. The trees are located in a confined space behind a car port. Please find attached map with trees marked. Tree 1 Silver Birch Tree 2 Ivy covered Silver Birch. |
| Date Valid: | 20/Aug/2023 |
| Decision Expected: | 1/Oct/2023 |
| Decision Issued: |  |
| Applicant: | Mr Daniel Price  43 Prospect Avenue, Rushden, NN10 6DQ, United Kingdom |
| Agent: | Mr Daniel price  43 Prospect Avenue, RUSHDEN, NN10 6DH, |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Peter White  ([peter.white@ambervalley.gov.uk](mailto:peter.white@ambervalley.gov.uk)) |
| Consultees: | APAR, |
|  | |
| |  |  |  | | --- | --- | --- | |  | Consultation Date - 24/Aug/2023 |  | | |
| Ref: | [AVA/2023/0660](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0660) |
| Address: | 116 Nottingham Road, Alfreton, Derbyshire, DE55 7GQ |
| Proposal: | New single storey flat roof extension to rear of dwelling. |
| Date Valid: | 22/Aug/2023 |
| Decision Expected: | 10/Oct/2023 |
| Applicant: | Mr & Mrs Stone Peter Stone  Derbyshire County Council - Disability Design Team, 116 Nottingham Road, Alfreton, Bank Road, Derbyshire, DE55 7GQ, United Kingdom |
| Agent: | Mr Darren Luxton  Derbyshire County Council - Disability Design Team, Derbyshire County Council, County Hall, Bank Road, Matlock, Derbyshire, DE43AG, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Trinity Barlow  ([trinity.barlow@ambervalley.gov.uk](mailto:trinity.barlow@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, |
| |  |  | | --- | --- | | Consultation Date - 4/Sep/2023 |  | | |
| Ref: | [AVA/2023/0661](https://www.ambervalley.gov.uk/planapps?refval=AVA-2023-0661) |
| Address: | 19A Wood Street, Alfreton, Derbyshire, DE55 7JW |
| Proposal: | Demolition of outbuildings and attached garage, erection of a single storey rear extension and erection of 2 No. detached 3 bed bungalows |
| Date Valid: | 31/Aug/2023 |
| Decision Expected: | 19/Oct/2023 |
|  |  |
| Applicant: | Lynn Construction Ltd  Debdale Hall Farm, Debdale Lane, Mansfield , Nottinghamshire, NG19 7EZ, |
| Agent: | Mr Stephen Riley  Ellis Riley & Son Ltd, Unit 13 Warsop Enterprise Centre, Burns Lane, Warsop, NG20 0AF, United Kingdom |
| Parish: | Alfreton   Ward:  Alfreton |
| Officer: | Laura Anthony  ([laura.anthony@ambervalley.gov.uk](mailto:laura.anthony@ambervalley.gov.uk)) |
| Consultees: | APAR, DCCHB, POL, CON, DWT, |

## 84/23 To receive written reports from AVBC Councillors

None received

**Date of next meeting: 17th October 2023**

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