

Matlock Bath Parish Council

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DRAFT MINUTES of a meeting of the Matlock Bath Parish Council
held on Wednesday 11th September 2019 at 7.00 pm at The New Bath Hotel, Matlock Bath

Present: Cllr Peter Baranek (Chairman), Cllr Trevor Bowmer, Cllr Helen Keay, Cllr Heather Kemp, Cllr Michael Wilderspin, Julie Baranek (Clerk)

A **Public Participation**

There were 3 members of the public in attendance; two of whom wished to speak on a matter.

One resident wished to encourage the Parish Council to give support to the students strike and Rebellion. Discussions have been taking place with CLIMB to engage in upward lobbying and supporting residents. Support could take the form of:

- Actively by attending both events;
- Issuing a statement of support;
- Engage with CLIMB.

One resident reported that she had received an encouraging e-mail from the Illuminations Manager at DDDC regarding the excellent work which is happening regarding making the illuminations climate friendly. However, she was disappointed that all this work had not been publicised by DDDC and there was no mention of decreasing the carbon footprint. She further reported that visitors the group had surveyed were keen to see a decrease in the carbon footprint of the illuminations and could be a good selling point.

B **Report from Police Representatives**

There was no Police representative present.

C **Report from County Council**

Cllr Irene Ratcliffe reported that despite e-mails to Highways Hub she had been unable to get a response regarding the post on Upperwood Road. She agreed to pursue this as a matter of urgency.

She further reported that she had received a request from a resident to ban HGVs on Holme Road. This was being pursued.

Regarding the horse trailer, it was noted that it had now been removed. Cllr Irene Ratcliffe reported that there is currently a loophole in legislation which restricts parking enforcers from ticketing vehicles without number plates on the highway. After investigation, it was thought that a Community Protection Notice could be served in circumstances such as this.

Subject to approval at the next meeting.

Cllr Trevor Bowmer reported that the potholes on Upperwood Road was still ongoing. Cllr Helen Keay also reported potholes on Clifton Road. Cllr Ratcliffe agreed to follow this up.

D **Report from District Council**

Cllr Joyce Pawley reported that she had found information regarding a Community Protection Order which would allow for the removal of anything which was considered a nuisance to the public and that this legislation would be used in cases such as the trailer parked on South Parade.

Cllr Pawley reported that a decision about the licence for Explorers Retreat would be published once all information had been written up. Currently Gullivers, as an amusement park, have permitted development rights which allows them to be exempt from planning regulations. She agreed that as Explorers Retreat is outside of the theme park, a change of use would not come under permitted development rights. She confirmed that she had contacted Planning who were going to discuss the situation with the Licensing Officer who would look into it.

Cllr Pawley reported that at the May meeting of Council, DDDC declared a climate emergency. They are currently pulling together plans and asking for information from Councillors and outside bodies. They are expected to report back to Council with details in October. DDDC will work with DCC with reference to putting in charging points for electric vehicles. Through grant funding 18 points will be installed in Matlock and one in Wirksworth. This will be rolled out throughout the district.

The Illuminations Manager had confirmed that most of the lights for the illuminations are LED which save electricity and money. As part of any contract from DDDC, contractors are asked what they are doing about climate change.

Cllr Pawley reported that the first weekend of the illuminations had gone very well with better attendance than last year. Lights are better and new contractors have been contracted.

The waste contract is still on going.

On 20th August, Leader of the Council, chose to go with D2N2 to help businesses.

Cllr Pawley reported that she had set up a Facebook page called Masson Matters on which she puts local, national and regional information.

Cllr Pawley was asked to chase up the clearing of Fishpond Hill bank.

Cllr Pawley reported that although she has no details yet, there was positive moves regarding a travellers site.

Cllr Pawley requested that e-mails from CLIMB be succinct.

Cllrs Irene Ratcliffe and Joyce Pawley were thanked for attending the meeting.

Subject to approval at the next meeting.

Council Meeting

01.09.19 **Apologies**

Apologies for absence were received from Cllr Dave Mowle, Cllr Jennifer Nettleship and Cllr Nick Grayshon.

02.09.19 **Declaration of Members' Interest**

Councillors were asked to consider the need to declare an interest in any matters on the agenda and the register was made available for them to do so. Cllr Helen Keay declared an interest in Item 05.07.19 (e) Grants.

03.09.19 **Acceptance & Signing of Minutes**

It was **RESOLVED** that the Minutes of the Parish Council meeting held on 10th July 2019 be approved and were signed by the Chairman.

04.09.19 **Clerk's Report on On-going Matters**

Licence Applications – It was reported that 21 residents attended the Licensing Sub-Committee meeting to give representations regarding the licence application for Explorers Retreat. A decision would be announced within a few days.

Councillors agreed that they were disappointed with the process followed by DDDC which appeared to be flawed. Councillors disputed the fact that the notices which had to be put up to advertise the application had not been displayed for a full 28 days. This had been witnessed by three Councillors. It was felt that the Licensing Officer should have made a visit to the site for confirmation. Following a telephone call to the Licensing Officer expressing concern over the lack of notices, she informed the solicitor who confirmed that the notices were up. Notices appeared the following morning. Residents have a lack of confidence with the process.

Concern was expressed over the letters sent by the applicant's solicitors to all residents who submitted representation. It was stated that the solicitors were trying to put the application into simplistic terms. It was felt that this contravened GDPR regulations and the action was felt to be intimidatory.

At the Sub Committee meeting when the Licence application was being discussed, the solicitor for the applicant stated that Explorers Retreat and Gullivers are separate entities and as such the Explorers Retreat lays outside the theme park. Councillors questioned therefore whether planning easements given to the theme park apply outside of the park.

The Clerk reported that after speaking to the Licensing Officer, it had been confirmed that it is illegal for Parish Councils to be consulted over license applications as it could be seen as 'touting'. Councillors agreed that if this was indeed the case, they would like to be notified of any license application so that the PC can ensure that residents are fully informed and can make their own representations as necessary.

The Clerk confirmed that a letter had been sent to the District Councillors, Cllr Garry Purdy and Cllr Joyce Pawley but as yet no response has been received.

It was agreed that a letter be sent to the Chief Executive of the council, outlining Councillors' concerns.

Subject to approval at the next meeting.

Trailer on South Parade – The Clerk reported that the trailer has now been removed. See Report from County Councillor.

05.09.19

Committees

(a) Activities Committee

Art and Photography – It was reported that these events had been advertised on various websites. Entries received so far are encouraging. It was agreed to post information on social media encouraging the children of the village to enter the Art competition.

The work for both competitions will be displayed together over the weekend of 19th and 20th October. The Clerk agreed to circulate an e-mail requesting volunteers to 'man the stand'.

The **presentation ceremony** will be held on 4th November at the New Bath Hotel.

Seniors Lunch – Numbers were currently down on last year but an article had been put in the latest newsletter. It was agreed a post be put on social media.

Remembrance – It was reported that a PA system would be needed. Cllr Nick Grayshon was sourcing this.

Cllr Helen Keay agreed to speak to the school about one of the children from the school laying one of the poppy wreaths.

The Clerk reported that she had contacted a member of the British Legion regarding the poppy wreaths but was waiting a return call.

Singing Round the Tree – This will be held on 23rd December. Refreshments will then be served at 'Forget Me Not'.

(b) Communications Committee

It was confirmed that the Autumn Newsletter had been printed and delivered. The Committee will meet shortly to discuss making the newsletter electronic. This would save on costs and help with the carbon footprint. It was noted that some people would prefer a hard copy.

(c) Environment & Conservation Committee

Post on Upperwood Road – It was reported that the post on Upperwood Road at the Gap was still in situ. The Clerk reported that she had contacted Highways at DCC three times but not had a response. This was being followed up by Cllr Irene Ratcliffe. See report from County Councillor.

K6 Telephone Box in Pavilion Car Park – It was reported that this telephone box has now been renovated and repainted by BT.

Fingerpost at Bottom of Waterloo Road – It was reported that DDDC had now reinstated the fingerpost. It will now be maintained by the Parish Council.

River Embankment – It was reported that a letter had been received from a resident concerned over the state of the shrubbery and self set trees on the riverbank. This area has been cleared previously but now required further work. It was agreed that contact be made with a contractor who could quote for the work to be done. The Parish Council will then contact DDDC and DCC with the information in the hope that they will undertake the work.

Subject to approval at the next meeting.

(d) **Facilities Committee**

Sports Area – It was reported that one quotation had been received. Three other companies had been out to quote but nothing received to date. Once all quotations have been received, these will be brought to full Council at the November meeting.

Benches – It was reported that a resident had contacted the Parish Council regarding the siting of a new bench on Upperwood Road. The Clerk agreed to contact a number of suppliers for quotations. It was agreed to look at other sites in the village where benches could be sited.

(e) **Finance & General Purposes Committee**

Payments - The following payments were **RESOLVED**

Crow Pie Marketing	£40.00
HMRC	£69.36
Clerk, Salary, July 2019	£906.22
Clerk, Expenses, July 2019	£74.99
Twiggs	£35.10
Spotless	£160.00
NEST	£118.54
Crow Pie Marketing	£40.00
RDS	£144.400
PKF Littlejohn	£240.00
Clerk, Expenses, August 2019	£60.29
HMRC	£69.36
Clerk Salary, August 2019	£906.22
Millennium Quest	£9, 717.60
NEST	£118.54
DDDC (election costs)	£187.18
Matlock Print	£340.00
SLCC (renewal)	£156.00
Clerk, Salary, September 2019	£906.22
HMRC	£69.36
NEST	£118.54
TOTAL	£14,137.52

External Audit – It was reported that the External Audit had been completed with no comments. The notice of conclusion of audit has now been advertised

SLCC Membership – It was **RESOLVED** to renew the SLCC membership.

Grant Applications – It was **RESOLVED** to award a grant to the Childrens' Christmas Party (£350) under the same conditions as last year.

The application from DASAC will be referred back to the Finance Committee for further discussion.

(f) **Planning Committee**

Applications - The following recommendations were noted:

T/19/00126/TCA – Danbury Lodge – Tree Works – No objection

Subject to approval at the next meeting.

Decision Notices – The following decision notices were noted:

T/19/00108/TPO – Ashdale – Works to Trees – Granted with Conditions
T/19/00086/TPO – Riverside – Works to Trees – Part granted, part refused
19/00591/FUL – Ranmore, Waterloo Road – Decking – Permitted

18/01397/FUL – County and Station – Change of use etc – Granted. Three conditions have been attached to this application.

- 1 Where the door to the old premises used to be will be replaced with 2 panels which look like doors.
- 2 The applicant must show Planning the type of frosted glazing to be used.
- 3 The extractor fan from kitchen cannot be operated after 11.00 pm to prevent 'smell' disturbance to residents.

It was noted that applications 19/00597/LBALT and 19/00684/FUL – 98 North Parade – Rear Extension have been withdrawn

Enforcement Cases – The following enforcement cases were noted:

ENF/19/00086 – Unit 5, Riverside
ENF/19/00087 – 16A North Parade – it is confirmed that there is no breach
ENF/19/00038 – 192 South Parade – it is confirmed that despite no planning application to repaint the building has been received, the colour is acceptable.

(g) **Climate Advisory Group**

Cllr Helen Keay reported that the MBCAG had met twice since being set up. Notes from the meetings have been circulated to all Councillors.

It is hoped that a Climate Emergency Community Fair/Event will be arranged for the New Year where residents and businesses will be invited to attend. A venue will need to be found for it. It was hoped that the Parish Council could offer to help and support this event.

The CLIMB website is in development.

It was felt that a mapping exercise to help the CLIMB group understand the different groups in Matlock Bath along with their remits would be useful. Cllr Peter Baranek agreed to pass to MBCAG contact details for all of the groups.

Neighbourhood Plan – The MBCAG asked whether this could be considered again. It was agreed to pass to the Planning Committee for further discussion.

Allotments – Although the MBCAG had identified that there was interest in allotments, until appropriate land could be found, there was little the Parish Council could do. It was agreed that if land could be identified this could be followed up. However, any costings involved for the purchase or leasing of land and the clearing of land would have to be considered by the Parish Council.

Subject to approval at the next meeting.

Air Quality – A report had been produced and the MBCAG asked if the report could be sent to DDDC and DCC.

Cllr Trevor Bowmer asked if there were plans to reach out to the children of the village. Helen confirmed that it was hoped that the youngsters would be involved with the social media.

Cllr Peter Baranek outlined the rules regarding Parish Council Committees and the Clerk was asked to send to Cllr Keay, a copy of the appropriate Standing Orders.

06.09.19 **Policy Documents**

It was **RESOLVED** to adopt the Financial Regulations.

It was reported that following some abuse received on social media and through an e-mail, and an incident in one of the businesses to Parish Council employee and Councillor, it has been necessary to introduce an Unacceptable Behaviour Policy. This policy outlines the action the Parish Council can take should any further incidents occur. It was **RESOLVED** to adopt the policy and will be published on the website.

07.09.19 **LEADER Grant**

Winter Lighting - It was reported that all of the winter lighting has now been installed, all faults rectified and appeared to be working properly. During the illuminations, DDDC contractors will monitor the lights in case of further difficulties.

The Clerk reported that an invoice had been received for a new time clock. On investigation it was confirmed that a new time clock has not been fitted but the costings are equal to the time the electrician has spent sorting out the problems. The Clerk was asked to contact the contractors asking for an invoice for the time rather than something which has not been fitted.

The Clerk reported that the claim form for the grant has now been submitted to DCC together with the VAT refund.

Lecterns and Fingerposts – It was reported that although DCC had confirmed approval for the siting of the lecterns and fingerposts, a licence has not been received.

It has been established that the company who had quoted for the lecterns and fingerposts has closed and will be unable to supply. We have been advised by LEADER that the process must be started again and the Parish Council must obtain three new quotations and send in a variation to the contract request. It was agreed that three quotations should be obtained to determine costings. The way forward will be discussed at the next Parish Council meeting.

08.09.19 **Closer Working Meetings**

The meeting scheduled for 9th September had to be postponed. Nothing further to report.

09.09.19 **Matlock Bath Station**

It was reported suggestions that East Midlands Railway had requested adopters to submit ideas for their stations. It was suggested that a changing places toilet be installed.

Two new adopters had expressed in joining the team.

Subject to approval at the next meeting.

10.09.19 **Matlock Bath Development Association CIC**

It was reported that due to not been able to obtain necessary permissions or provide three quotations for work the bid for funds for the sensory trail had failed. There was nothing further to report.

11.09.19 **Matlock Bath Public Conveniences**

It was reported that the grant had not been submitted. Unfortunately the planning application's Design and Access Statement had been rejected resulting in the deadline for application being missed.

12.09.19 **Reports from Outside Body Representatives**

- (a) **Derwent Valley Rail Partnership** – The Minutes from the meeting held on 10th July had been circulated previously. Their next meeting will be held on 16th September.
- (b) **Illuminations** – There was nothing further to report. The Working Group will now not meet until January. A 'wash up' meeting for the 2019 illuminations will be held in November. As soon as the date is known, it will be advertised on our website, noticeboard and on social media.
- (c) **Pavilion** – There was nothing to report.
- (d) **Footpaths** – Following a complaint from a resident Footpath 2 (Green Lane) has now been cleared by DDDC.

13.09.19 **Urgent Matters/Matters for the Next Agenda Raised in Public Participation, District Council, County Council or Police Report**

There were no urgent matters.

14.09.19 **Correspondence/Publications/Information Received**

The following circulated to all Councillors were noted:

E-mail – press release from Abellio
E-mail from DDDC re Police & Crime Commissioner visit – 26/10
E-mail from DDDC re review of polling districts, places and stations 2019
E-mail from resident re closure of toilets at Artists Corner
E-mail (copy) from DDDC in response to resident's e-mail re Artists Corner Toilets

The following were passed to DDDC:

Email from resident x2 re disposal of commercial waste at Temple Hotel
E-mail from visitor re state of toilets and litter on Bank Holiday Monday

The following were passed to DCC:

Email from resident re street lighting
E-mail from resident re copy of a letter to Police regarding queuing traffic on A6
E-mail from resident re queuing traffic on A6

Subject to approval at the next meeting.

The following were noted:

E-mail from Air Ambulance re request for site for recycling clothing bin
E-mail from resident re copy of a letter to DCC regarding parking on Temple Road
E-mail from resident re parking on Temple Road
E-mail from business re Pavilion Car Park meter out of use
E-mail from resident re licence application from Gullivers
E-mail from resident X3 re copy of letter to DDDC regarding licence application
E-mail from DCC re mobile library dates
E-mail from DDDC re Pay & Display Machine Thefts
E-mail from DCC re poppies on lampposts 2019

The following were posted on the noticeboard and/or website:

E-mail from DCC re Autumn Classes at Ritz
E-mail from Centrebus re local Transpeak bus service
E-mail from Matlock Town Council re poster for Matlock Show
E-mail from Arkwright's Society re volunteering poster
E-mail from Paddle Peak re Cromford Mill Adventure Weekend
E-mail from Matlock Town Council re Climate change event (and passed to Climate Advisory Group)

E-mail from resident/business re self set trees on riverside (pass to Environment Committee)

15.09.19 **Date of next meeting**

The next meeting will be held on Wednesday 27th November 2019.

The meeting closed at 10.00 pm.

Subject to approval at the next meeting.