

APPENDICES

6

NEW MEMBER REPORT

NOT CONFIDENTIAL – For Public Release

Meeting: Environment Committee 04.08.2025
Author: Simon Hosmer

PURPOSE OF REPORT

To explain how voting rights work at a Matlock Town Council Committee meeting where a new member of the Council joins the Committee after the Terms of Reference have been agreed at the Annual Meeting of the Council

RECOMMENDATION

To ask Full Council to appoint Jenny Lowthrop to the Environment Committee at the next Full Council meeting (22.09.2025) and to resolve at this Committee meeting to allow her to attend the Committee as a member with immediate effect (without voting rights). Voting rights will be granted once Full Council accepts her membership to the Committee.

To ask the Clerk to amend the Standing orders to include a specific clause for allowing voting rights at Committees with immediate effect upon co-option or election in between Annual Meetings of the Town Council and to take this to the next Full Council meeting for approval.

BACKGROUND

The Terms of reference of this, and all our Committees and sub-Committees state that 'All Committee members not appointed to the Committee are to receive notification of the agenda and may attend in a non-voting capacity'. It also states that 'A review of the Committee membership and its duties will be taken in May'. Which means at the Annual Meeting of the Council'. Arnold-Baker and our standing orders are not clear on this.

SUMMARY

Council Standing Orders need to be changed to reflect Mid-term appointments to Council. New members are unable to vote until accepted onto a Committee by Full Council.

ESTIMATED STAFF TIME:

1 hour of the Clerks time to amend the Standing orders.

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 22.07.2025

7

GRIT BIN AT HENRY AVENUE REPORT

NOT CONFIDENTIAL – For Public Release

Meeting: Environment Committee 04.08.2025
Author: Simon Hosmer

PURPOSE OF REPORT

To ask the Committee to consider a residents request for a new Grit bin on Henry Avenue.

RECOMMENDATION

To delay a decision on this request until after the new policy has been approved.

BACKGROUND

Henry Avenue often gets used as a thoroughfare from Bank Road to Smedley Street and in the bad weather this can cause real issues. Parking is allowed on both sides of the road and from personal experience I can confirm it is not easy to manoeuvre a vehicle along the street. On the Corner as you turn up the hill toward Smedley street vehicles often get stuck. This can be residents as well as road users who have diverted from Bank Road.

Email from Resident Sue Dixie:
Hi

Henry Avenue is a narrow road with a right angle bend on a steep slope

In icy conditions cars often struggle, with cars being abandoned as they are unable to go up or down the road without skidding.

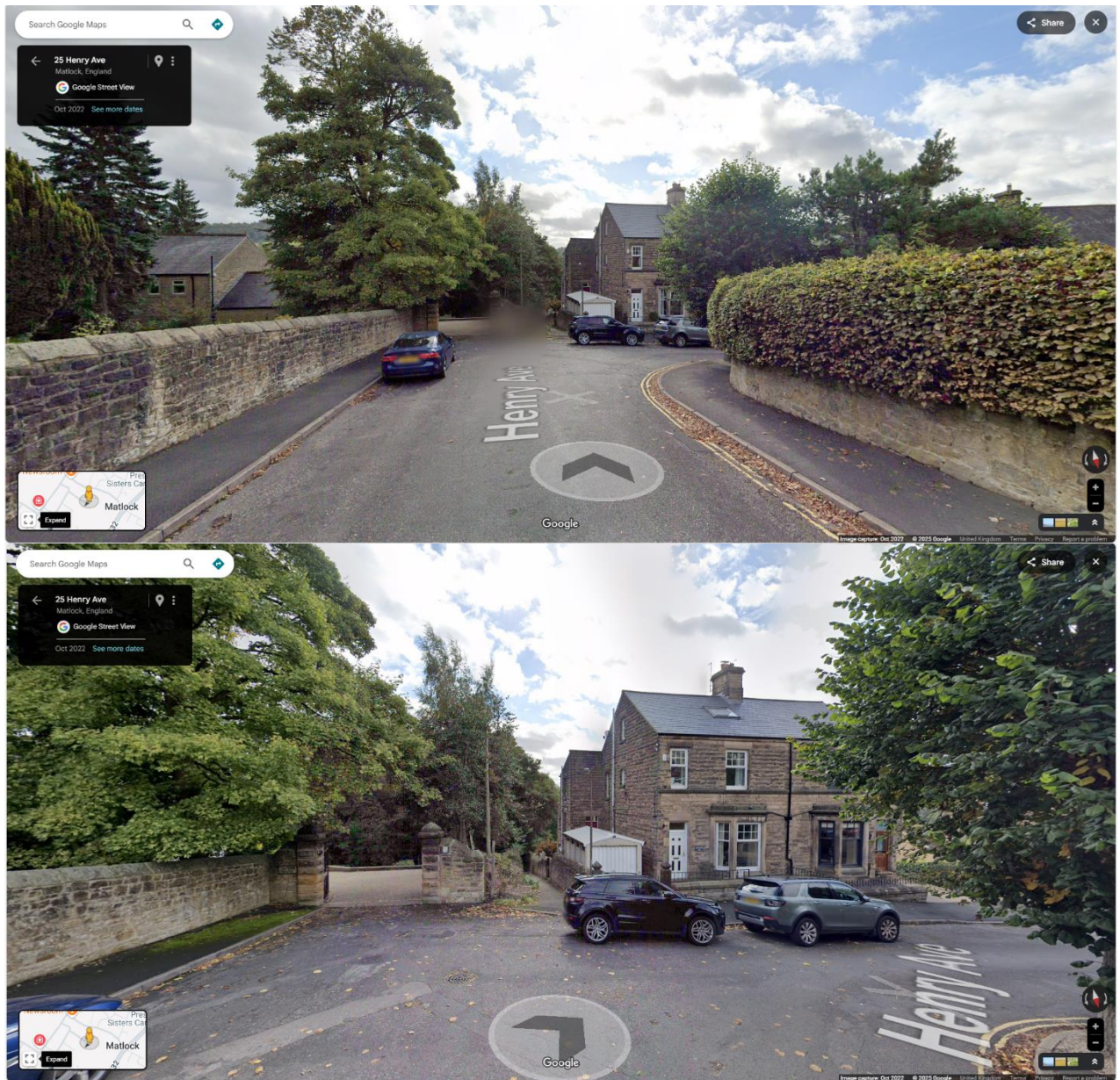
Would it be possible to have a grit bin so that the residents can prevent future issues Is there a form? Or a department to talk to?

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Many thanks

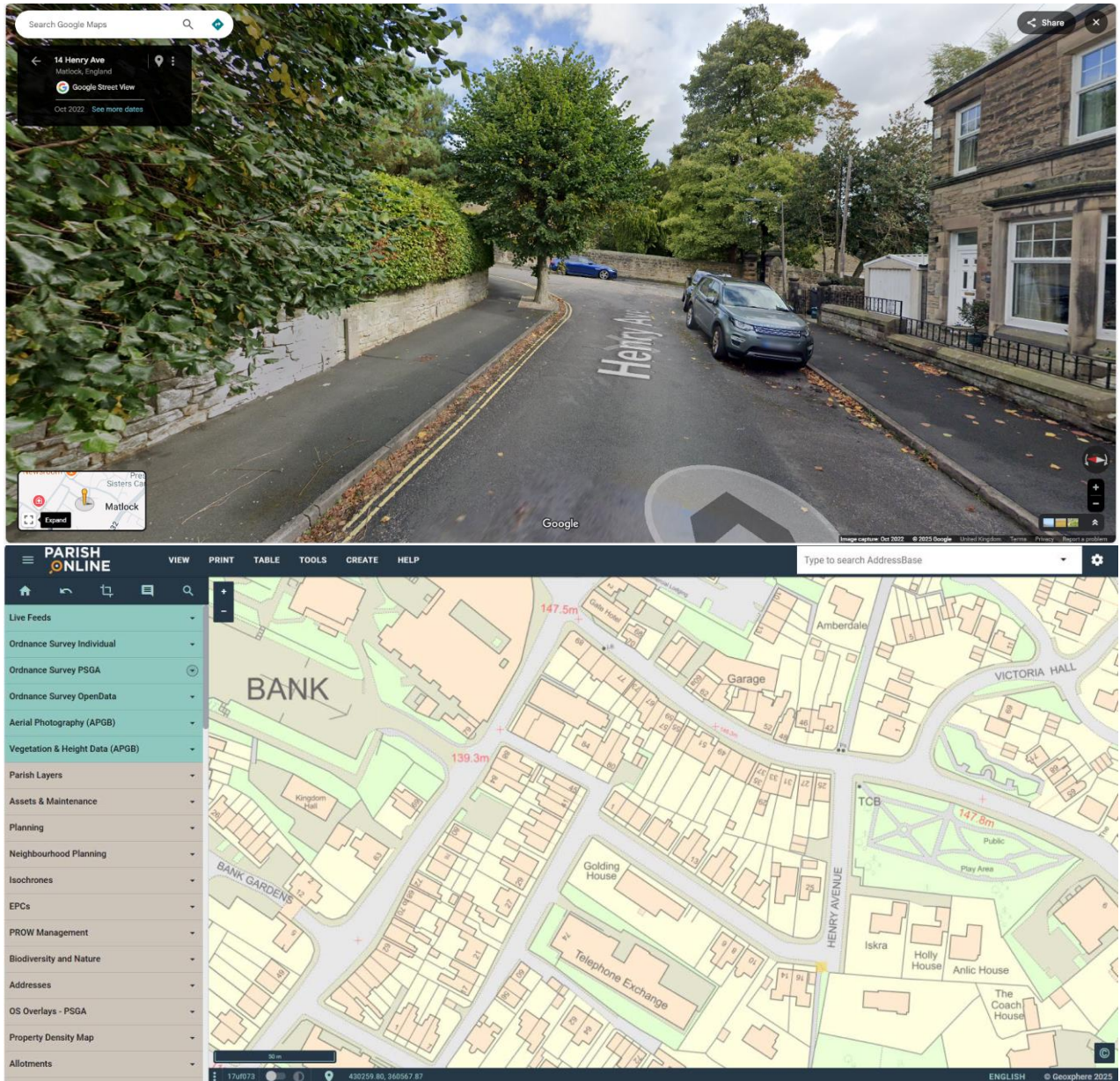
Sue Dixie

Sue has also been to the office and enquired about this and the Clerk discussed with her the current policy of the County Council and that of the Town Council.



APPENDICES ENVIRONMENT COMMITTEE 04.08.2025





SUMMARY

Council policy states '**Matlock Town Council will no longer purchase Grit Bins**'. This policy is from 2020 and it was decided at the Environment Committee meeting in February of this year to reword this to: '**Matlock Town Council will purchase Grit Bins if the following criteria are met:**

1. There is no grit bin within 100 metres.
2. The placement of the bin is on the public highway (not private land).
3. Derbyshire County Council approve the placement of the bin (if the road is an adopted highway).
4. The grit bin is placed within the 11 wards of the Town Council.

5. Matlock Town Council will have a budget of £500 per year for new Grit bins and additional Grit bin filling expenses. Once this money is used any new request will be carried over into the next financial year.'

This new policy is yet to be approved at Full Council and will be taken to the next meeting on 22.09.2025 for discussion and potential approval.

FINANCIAL:

New grit bin approx. £150.00.

Last year we spent £120.00 on grit for all our grit bins (16).

ESTIMATED STAFF TIME:

2 hours for installation and ongoing refill as needed.

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 23.07.2025

8

VAN LEASE UPDATE

PURPOSE OF REPORT

To update the Committee on potential new vehicle for Town Council use.

RECOMMENDATION

To recommend a test drive of both a transit style vehicle and a ranger. Especially the all electric.
To present the costs for the vans at the Corporate Committee with a recommendation from this Committee.

BACKGROUND

The Town Council van lease ends at the end of October this year. In line with our carbon neutral policy the Clerk has investigated an all electric option as well as a newer, better hybrid. Having spoken with several lease hire companies and several local councils who have varied opinions on all electric vehicles being suitable for the job.

It has become clear after speaking with the outdoor team that if we choose a continuation of a transit which is not suitable for some terrain that it is necessary for our outdoor team to travel on. Several of the paths we maintain are difficult to access and require multiple staff to carry equipment long distances where paths are inaccessible to the vehicle. This can cause delays in the maintenance of those paths as not every day of the week do we have more than one outdoor staff on. A ranger style vehicle would resolve this problem.

4 options for the lease to be presented to the Corporate Committee:

- All electric transit style van
- Hybrid transit style van
- All electric ranger (Maxus)
- Hybrid ranger

SUMMARY

The Clerk will report back to this Committee at the next meeting (6th October) and then present costs etc (based on the recommendation of this Committee) to the Corporate meeting on 20th October for a decision. If one cannot be decided on or if the Committee wish to pass up to Full Council for a decision the current lease can be extended on a month by month basis.

ESTIMATED STAFF TIME:

A day admin and test drives

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 25.07.2025

9

GROUNDWORKS Q1 REPORT

NOT CONFIDENTIAL – For Public Release

Meeting: Environment Committee 04.08.2025
Author: Simon Hosmer

PURPOSE OF REPORT

To discuss the Groundworks report and to determine any action needed in regards to publicity as per Full Council request.

RECOMMENDATION

To advertise, in conjunction with Groundworks for new volunteers on our website and Social media each quarterly report from Groundworks (backdated) and to update the webpages related to Denefields & Groundworks

BACKGROUND

There was some concern at Full Council that the number of volunteer rangers has dwindled and having discuss with our outdoor team they concur and there is a concern that we may not be getting the value for money from them anymore. The Clerk visited Denefields and the rangers this Thursday and lots of activity was happening with 9 volunteers and 2 staff from groundworks.



Denefields Volunteer Rangers Quarter 1 25/26 SLA Report April – June



The Denefields Volunteer Rangers meet every Thursday to help in the management of the four following sites: Denefields Reserve, Bailey's Tump, the Wild Thyme Garden, Megdale Orchard and the nature area at Wellfield Allotments. The sessions are facilitated by two project offices from Groundwork – Rish Mills & Thomas Hollier

The report provides a detailed summary of the volunteer sessions conducted for conservation efforts during Quarter 1 of the year 2025/2026. The focus of the activities ranged from coppicing to finishing Hagrid's steps alongside other maintenance duties.

Outputs

During Q1 2025, a variety of maintenance and conservation tasks were completed to enhance site biodiversity, accessibility and aesthetics. Work was started to establish a traditional rotational coppice on the site. This should increase ground flora over time by creating different levels of shade throughout the woodland. Due to the nature of a rotational coppice, these different levels of shade will eventually be available at any given time, allowing multiple niches to be available at any given time. The coppice is being compartmentalized by 'hurdles' or woven dead hedges. These are very aesthetically pleasing and have already garnered compliments. The re-stoning of Hagrid's steps was completed with the stone remaining after some was stolen during the winter. This allows for people to walk the steps with greater ease and accessibility due to the more even surface.

Tasks completed

03/04/2025

Task: Completion of Hagrid's Steps

Description: The final steps were weeded, topped up and tamped to produce a nice walkable surface. For the volunteers who were unable to assist in this task they carried out some willow weaving by the pond.

10/04/2025

Task: Dividing and transplanting of Daffodils.

Description: A few Daffodils had grown in the grass adjacent to the bee border. This meant that mowing couldn't go right up to the edge of the border. So, these plants were dug up, divided and spread out to fill out the actual daffodil border that underlines the woven willow wall nearby. Hopefully this should fill it out and increase the aesthetic appeal of it.

17/04/2025

Task: Dividing Snowdrops and Primroses across the site.

Description: To quicken their spread the plants were divided. These plants usually take a long time to colonies an area, so this process helps to speed things up. Once recovered the process can be repeated and so on and so on until a carpet of the plants have formed or numbers have reached a satisfactory level. This reduces the need to spend money on new plants.

24/04/2025

Task: Cuckoo Flower propagation and path maintenance

Description: Cuckoo flower is a foodplant of the Orange Tip butterfly and one of our earliest flowering species. At this time of year there is not much in flower in the meadow bar lesser celandine, a single cowslip and a few Cuckoo Flower. Theoretically it should have a vivid display of cowslips and cuckoo Flower we believe. Cuckoo Flower can easily be propagated via taking cuttings of the plant (basal leaves only) and lying them flat in damp soil for several weeks in Tupperware. By the end of summer, they can be cut into sections and places in plug trays to mature and then planted out next year. This is an easy activity for the volunteers, and they enjoy learning something new. Cuckoo flowers are one of the more expensive plug species and so this would save a lot of money. In preparation for summer growth the paths were pushed back.

01/05/2025

Task: Willow weaving and flower bed weeding

Description: Volunteers took part in willow weaving to create natural borders and features around the flowerbeds, while also weeding flower beds to improve their appearance and support healthy plant growth.

08/05/2025

Task: Continued willow weaving and trimming

Description: The smaller willows by the borders were completed while the large willows by the pond were started with a harsher cut back due.

15/05/2025

Task: Cancelled due to staff leave

22/05/2025

Task: Trimming of willow by pond, cutting back vegetation around fruit trees and newly planted trees.

Description: Quite a hard trim was given as it was getting too tall and hard to manage even with the ladders. Given age of volunteers I think it is unwise to let it continue at that height hence the reduction in height. More will be done at a later date, but recovery time is needed for the plant now.

29/05/2025

Task: Bee Border Weeding

Description: Focusing on weeding of meadowsweet, Docs and other competitive species that were slowly taking over.

05/06/2025

Task: Cancelled due to poor weather conditions.

12/06/2025

Task: Continued bee border weeding

Description: As above

19/06/2025

Task: Pond Clearance work

Description: The pond had been choked up by plants, to such a degree in places that moss was growing on the surface - succession into a bog. It was from the pond floor to water surface plants with no open water at all at any depth. As a result, almost no animals that swam were present as there was no room to swim. The main species found were dragonfly larvae – a species that crawls through the water. It is advised that a wildlife pond should be 60% open water, so we cleared 60% of the plants, piling most at the water's edge for fauna to get back into the water. Some were placed in buckets to use at a different site.

Quarter 1 (April to June) Statistics	
A. Total no. of volunteers	6
B. Average hours worked by volunteers per week	3.5
C. Total no. of weeks worked during quarter 1	11
D. Total Volunteer Hours	227.5
E. Hourly rate for volunteer based on national guidance	£14
F. Total Volunteer value x D & E	£3185
G. Total number of GGN staff members involved	2

Photo Highlights





SUMMARY

Full Council asked the Committee to determine the volume and type of advertising for new rangers at Denefields. The Clerk has been unable to discuss this with Groundworks senior team up to this point.

FINANCIAL:

N/A

ESTIMATED STAFF TIME:

Unknown

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 23.07.2025

10

ALLOTMENT UPDATE

PURPOSE OF REPORT

To update the Committee on events at the allotments.

RECOMMENDATION

To consider the following:

- A remote camera for the allotment car park
- New warning signs for the Car park – Clamping or fine
- Parking passes for allotment holders
- Registration plate records
- Legal agreement with District Council regarding enforcement

- Gate at the street entrance with padlock (code given to allotment holders)

BACKGROUND

1. The wall of the house directly up the hill on Chesterfield Road from the car park entrance was damaged by an unknown vehicle. We don't have cameras and the Ring doorbell camera on the house is facing in such a way as to not be able to view the corner of the wall. The resident has had the wall repaired at her own expense and has contacted the office to share her concerns over this happening again. The Clerk has had a phone conversation with the resident who very much approves of the idea of a gate at the street entrance. This would be her preferred option as long as the code for the padlock is shared with her should she need to carry out repairs to her boundary wall inside the gated area.
2. The housing association that owns 61, 63, 65 & 67 Chesterfield Road has been written to by the Clerk for them to tell their residents to stop parking in the Car Park at the allotments. It has made no difference and the Clerk has not even had acknowledgement of the letter.
3. The drive into the allotments requires building up, levelling off and flattening which is in the planned works for the outdoor team. New equipment has been ordered and received so this work will take place in the next couple of weeks.

SUMMARY

Improving the service we provide at the allotments to our tenants AND to the local householders would be of benefit.

ESTIMATED STAFF TIME:

A few hours of administration to set up and maintain services

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 28.07.2025