



Minutes of a meeting of the Corporate Committee of Matlock Town Council held on Monday 28 April 2025 at 10:30am in the Riber Room of the Imperial Rooms, Matlock

Present: In the Chair: Cllr David Hughes (DH)

Councillors: Cllr Marilyn Franks (MF), Cllr Diane Fletcher (DF)

Sub: *None in attendance*

In attendance: Simon Hosmer (SH), Town Clerk
India Hosmer (IH), RFO

Meeting begins at 10:30

CC462/25 APOLOGIES FOR ABSENCE

*Cllr Jason Knighton – Holiday
Cllr Ashley Orwin – Work commitment*

CC463/25 VARIATION OF ORDER OF BUSINESS AND DECLARATION OF MEMBERS INTERESTS

None declared

CC464/25 REQUEST FOR DISPENSATION

None received

CC465/25 PUBLIC PARTICIPATION: MEMBERS OF THE PUBLIC

No members of the public were present

CC466/25 MINUTES OF THE LAST MEETING:

DH: I am concerned that officers are named in the minutes and those specifics should be redacted.

MF: Agreed

Proposed: Cllr David Hughes, seconded Cllr Diane Fletcher

Resolution: To delay the approval the minutes of Corporate Committee Monday 17 February 2025 until the next meeting to give the Clerk the opportunity to redact the Officer names from the minutes

DH: Is the change in the price consistent with our budget.

SH: Yes I have allowed more. The RFO and I will be reviewing a lot of contracts in the near future and this will be one of them.

MF: How many toilets are included in this contract?

SH: Just the ones at the splash park.

MF: And do they provide cleaning materials in that price?

SH: Yes and the opening and closing of the toilets.

MF: It seems that yes, this needs to be looked at.

DF: Staffing costs will have gone up. If this is slightly over budget it should be reviewed in future and Bubble 'n' Shine should be told that is why.

DH: It is less than we budgeted for.

DF: There was a time where they were dealing with vandalism.

SH: yes although we paid for the replacement parts separately.

MF: That is during the day? Not at night? Any security cameras?

SH: There is a camera but it is District Council's and it doesn't point at our toilets. We could get a fake camera for the toilet lobby and a sign saying 'CCTV in use'.

DH: That is a good idea.

MF: The police may supply fake cameras.

SH: I will ask our liaison officer.

Proposed: Cllr Diane Fletcher , seconded Cllr Marilyn Franks

Resolution: To approve the continuation of this contract but subject to review by the Clerk & RFO

Agreed unanimously

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Proposed: Cllr Diane Fletcher , seconded Cllr Marilyn Franks

Resolution: To ask the Clerk to contact the police and procure a fake camera and CCTV sign

Agreed unanimously

SH: Cllr Knighton has asked that we discuss the twinning group and whether we write to the French side of the group. He is sorry he can't be here to discuss in person. There is money in their account which we believe will come to the Town Council but as the secretary of META has passed away we currently have no access to the accounts. They will change in the future.

MF: Jason has mentioned this to me and he thinks that the Town Council should take it on. I am a little wary of that as these things can look like Councillors are getting subsidised holidays. We should support it and Councillors should get involved if needed but do the community want it?

DH: What should we do?

MF: Promote it on social media and our website. Not just asking people to get involved but can we talk to other interest groups who might want to be involved, bands, skateboarders, scouts or other youth organisations.

DH: I see a lot of civic associations in Matlock getting a little older in the tooth and many of them need refreshing with new members. I see a hole developing in volunteers for these organisations. We could get involved in the promotion of these groups.

DF: Local schools choose whether to do exchanges. Would we be giving money to subsidise trips?

MF: I wasn't thinking of that. I was thinking about stimulating that. Maybe give the rooms for free to encourage people to come to an event.

DF: What do other Town Councils do?

MF: Darley Dale supports but there is a separate group.

DF: Maybe we look at what other Council's further afield.

DH: What do they do right now?

SH: Brian Smith is the chair.

DH: We need to talk to him first. Do we need to talk to the schools ourselves? The Mayor acts as the figurehead of the twinning organisation.

SH: I have been given the constitution and in it, it states '3a – The Matlock Town Mayor will be invited to be the president of the Twinning association'. The officers are listed and what membership costs. The money in the bank has come from subscribers. They did not have an AGM this year.

DH: I think Jason should contact Brian Smith and organise a meeting for the general public to come with Brian and see if we can get some interest generated. We should help them to re-establish.

SH: Once Jason is not Mayor he may want to take a bigger hand in it.

MF: Brian is quite elderly now?

SH: He is and I think they need to have an AGM and organise themselves with a chair and secretary.

Proposed: Cllr David Hughes, seconded Cllr Marilyn Franks

Resolution: To ask Diane to write a holding letter to the Mayor of Eau Bonne and give some detail on what we plan to do and to ask the Clerk to organise a meeting with META, Jason and check the potential for a public meeting to promote the group
Agreed unanimously

CC469/25 DEFIBRILLATOR TRAINING REQUEST

DH: Are we willing to give the rooms for free again?

MF: Absolutely. I would like to come along.

SH: Once I have the dates I will let you know.

MF: Some of our people should be doing this too.

Proposed: Cllr Marilyn Franks, seconded Cllr Diane Fletcher

Resolution: To accept the proposal and offer additional free dates and times to Ralph Emerson for defibrillator training

SH: Welcome India who has started now. She will need to be added to our bank accounts as a signatory as per our Financial Regulations. I have contacted the internal auditor to agree a date for the internal audit, I am waiting on her response. I shall review the Standing orders and Financial Regulations and will bring them for approval to the next Full Council meeting. Part of the Financial Regulations is that the RFO brings certain reports to this Committee which hasn't been happening so from the next meeting we will be doing that. There has been further contact with police over a financial matter previously discussed and I have a spreadsheet I need to go through and will report back when I have more information. I want to let the Committee know that we have been in touch with the Local Government Pension Service and after a few meetings and back and forth via email I feel I have a better understanding of how payments work. We have, as a consequence, discovered that the percentage of employee contribution has been wrong and so we will need to make an additional payment to cover that. I feel that we should be making that as a Council and not asking the employees to make up the shortfall

Proposed: Cllr David Hughes, seconded Cllr Diane Fletcher

Resolution: To add the new RFO, India Hosmer, as a signatory on both RBS and Unity bank accounts

Agreed unanimously

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Proposed: Cllr David Hughes, seconded Cllr Diane Fletcher

Resolution: To ask the RFO to reconcile the Council bank accounts each month and to bring a report on the result to this Committee each time it sits.

Agreed unanimously

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Proposed: Cllr Marilyn Franks, seconded Cllr Diane Fletcher

Resolution: To ask the Clerk to make the missing, additional payments on employees' behalf as a cost to the Council and no to the staff.

Agreed unanimously

MF: I have an issue with this. I learned a lesson with regards to a renewal that meant that the letter I was sent had a figure that was much higher and felt ripped off. If you google a typical van insurance it should be less than £1000.00 in my opinion. Do we have anyone with convictions or very young driving?

SH: No.

MF: Is it alarmed? Maybe where it sits at night bumps it up.

DF: It has gone down year on year.

SH: Also there was a claim due to the van being hit but that has been resolved with the lady who hit it. It also happened recently.

DH: This has been paid already so we can review when the renewal of the van comes up in October.

MF: It's a lease. I see.

DH: We need to explore an Electric van when we renew.

Proposed: Cllr Diane Fletcher, seconded Cllr David Hughes

Resolution: To ask the Clerk to review the insurance policy when the van renewal comes up in October this year

Agreed unanimously

CC472/25 BLEND PROPOSAL

MF: When have we discussed this before?

SH: At Full Council.

DH: It needs to be decided quickly as it starts soon right?

SH: Corporate committee can authorise if you so wish and we can report that to Full Council next time.

DF: How many young people will be involved?

SH: Blend will determine that as the first part of what they do is go out into the community and seek out the kids to work with.

MF: is there feedback to us?

DH: On a monthly basis there is informal feedback but the SLA includes a formal written report every 3 months.

MF: Would Mike be interested in being our liaison?

SH: I can ask him. Adam from Blend or one of his colleagues will be coming directly to Council to give feedback anyway. Feedback from other Councils that they work with has been very positive.

Proposed: Cllr Diane Fletcher, seconded Cllr Marilyn Franks

Resolution: To accept the SLA as written and give authority to the Clerk to complete the paperwork and begin the project

Agreed unanimously

CC473/25 COUNCIL PUBLICITY: Website, social media, newsletters and news releases

DH: Let's make sure we publicise that we have engaged Blend for this project. We also need to advertise the META thing once we have agreed with the relevant parties what we will do.

MF: I am glad the Easter event was well publicised. It was full all day. Everyone had a good time I think. We had tourists too.

SH: There will be a post event social media post too.

CC474/25 ITEMS OF INFORMATION

Proposed Cllr Marilyn Franks, seconded Cllr Diane Fletcher

Resolution: To accept the items of information

Agreed unanimously

Meeting closed by the chair at 11:40



Simon Hosmer
Town Clerk



CHAIRMAN:

DATED: 23/06/2025