

# Chinley, Buxworth and Brownside Parish Council

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## Clerk's Report

**Agenda Items 6(b), Community Centre** – The DCC lease surrender is being progressed. On successful completion and receipt of the associated funds, the CA agreement documents will be processed. Cllr Walton will bring us up to date on developments with these items and advise us of any action we need to consider. Cllr Wilson is preparing the documents for submission of the Community Right to Build and these are hoped to be ready for submission during the week of the meeting.

**Agenda Item 6(c) – Buxworth Old Allotment** – Following the February meeting Cllrs Drabble and Smith visited the site to investigate its status. The Fire Service was notified of the presence of hazardous cylinders. Cllr Drabble circulated photographs electronically. Keys for the site were posted through the office door on Tuesday 1<sup>st</sup> March 2016. Other members have also visited the site subsequently. We need to determine our course of action.

**Agenda Item 6(d) - Set the date for the Annual Parish Meeting** – This is called by the Parish Council Chairman, usually as a matter of courtesy on a date agreed with full council. It needs 7 days notice and must be held between 1<sup>st</sup> March and 1<sup>st</sup> June inclusive, starting no earlier than 6.00pm. Cllrs Wilson and Walton have suggested it be held on Thursday 5<sup>th</sup> or 19<sup>th</sup> May 2016 at 7.30pm.

**Agenda Item 6(e) – Bus Service Subsidy Cuts** – As indicated by the e-mail from John Benson (Transport Group), DCC's proposed withdrawal of subsidies for local bus services will mean the loss of the 190 service through this parish. There is no indication of any replacement for this. We need to consider how to respond to make DCC aware of the impact this will have on our current and future residents.

**Agenda Item 6(f) – Parking Measures Revisions** - Revisions to parking measures circulated by e-mail (enclosed for Cllrs Smith and Bramah)

**Agenda Item 8(b) – Financial Risk Assessment** – Please see copy of updated Financial Risk Assessment (enclosed for Cllrs Smith and Bramah) for consideration and approval.

**Agenda Item 8(c) – 2015/16 Audit Arrangements** – We need to approve the auditor, charges and arrangements for our 2015/16 internal audit. For previous years we have appointed Barrie Woodcock and I have confirmed that his charges are unchanged from last year.

The Annual Return has arrived from the External Auditor, Grant Thornton with details of the procedure to be followed. The statutory deadline for approval of the Annual Return is 30<sup>th</sup> June 2016. However they have requested our completed Annual Return and associated information by 10<sup>th</sup> June 2016, so it will need to be approved by the May meeting at the latest. The inspection period of 30 working days for the exercise of public rights needs to be publicised and I recommend this to be the earliest allowable – Friday 3<sup>rd</sup> June 2016 to Thursday 14<sup>th</sup> July 2016.

**Agenda Item 8(d) – Community Centre Essential Works** – Quotes for essential safety work required will be provided by Phil Manford through Cllr Walton. Approval of appropriate works and expenditure for these needs to be approved subject to the money to fund them being received from Derbyshire County Council. The funding is the limited resource agreed from the lease surrender settlement.

**Agenda Item 8(e) – 2016/17 Grounds Maintenance Contracts** – I have requested quotes from contractors in line with those approved for 2015/16 and will provide the information to the meeting.

**Agenda Item 8(f) – Cycle Facility Signs** – I hope to have information to present to the meeting.

Brenda Wise - Parish Clerk

17<sup>th</sup> March 2016