

Chinley, Buxworth and Brownside Parish Council

Minutes of the Annual Parish Council Meeting held on Thursday 26th May 2016, 7.30pm at the Parish Office, 3 Lower Lane, Chinley

Present: Councillors Cllrs Mrs A Bramah, R Drabble, G Hewitt, A Knox,
Mrs C Rofer, W Smith and M Walton.
Clerk Mrs B Wise. HPB Councillor Caroline Howe.

16/05/01 **Election of Chair**

RESOLVED: That Cllr M Walton be elected Chair of the Parish Council for the year 2016/2017.

16/05/02 **Declaration of Acceptance of Office**

Cllr M Walton thanked members, accepted the office of Chair and signed the Declaration of Acceptance of Office.

16/05/03 **Apologies for Absence**

Apologies for absence were received from Cllrs Mrs J Pettitt and P Wilson and DCC Cllr David Lomax and HPB Cllr John Kappes

16/05/04 **Registration/Declaration of Members Interests**

Members were reminded to keep their register of interests updated at all times.

Member	Agenda Item	Interest
Cllr G Hewitt	18(a) Accounts for Payment	Married to Rosena Bankole
Cllr C Rofer	17 Planning (App CD1/0416/5)	Buxworth School Governor

16/05/05 **Election of Vice-Chair**

RESOLVED: That Cllr G Hewitt be elected as Vice-Chair of the Parish Council for the year 2016/2017.

16/05/06 **Chair's Allowance**

RESOLVED: That the Chair's allowance be unchanged at £150.

16/05/07 **Adoption of Standing Orders & Financial Regulations**

RESOLVED: That the Standing Orders and Financial Regulations be re-adopted unchanged.

16/05/08 **Appointment to Advisory Panels and Working Groups**

It was noted that the Chair and Vice-Chair are automatically included

RESOLVED: The following representatives be elected.

Appraisal (2)

Cllrs M Walton and Mrs J Pettitt

Finance (4)

Cllrs Mrs J Pettitt, Mrs C Rofer, W Smith and M Walton.

Planning (3)

Cllrs Mrs A Bramah, Mrs C Rofer, R Drabble and P Wilson.

General Purposes (4)

Cllrs R Drabble, G Hewitt, W Smith and A Knox.

It was noted that the General Purposes Working Group includes Parish Office, Parish Land and Seating, Playing Fields, Skatepark & Cycle Track and Playgrounds as part of its remit.

Grant/Funding Applications (Chairs)

It was agreed to continue with the arrangement that applications for Grant funding be considered, as and when appropriate following receipt, by full Council with recommendation from the Finance Group chair and Clerk.

Local Area Forum

Chair – Cllrs M Walton, P Wilson and Clerk.

Community Centre Liaison

Cllrs W Smith, M Walton and P Wilson

16/05/09 **Appointments of Representatives to Other Bodies**

RESOLVED: The following representatives be elected.

Allotments Liaison

Cllr W Smith, A Knox and Parish Clerk

Association of Buxworth and Clayton (1)

Cllr M Walton.

Community Association Liaison (2)

To appoint the same representatives as for Community Centre Liaison above to avoid confusion or overlap during the Community Centre Rebuild negotiations. Cllrs W Smith, M Walton and P Wilson.

Friends of Chinley Park Liaison (2)

Cllrs G Hewitt and Mrs C Rofer.

**High Peak Hope Valley Community Rail Partnership (1)
& Transport Group/ Friends of Chinley Station Liaison(1)**

Cllrs R Drabble and G Hewitt

BBHT (Formerly IWPS) (1)

Cllr W Smith

ROW representative for Groundwork Derby & Derbyshire (1)

Mr Tony Brackenbury. It was noted that Mr Brackenbury continued to enjoy providing valuable information about the ROW in the Parish.

Safer Neighbourhood Team

Cllrs Mrs A Bramah and G Hewitt .

16/05/10 **Cheque Signatories**

It was noted that the Chair and Vice- Chair would normally but not essentially be members of the cheque signing panel. It was noted that, in the past, changes to the mandate had been troublesome and time consuming but with the recent resignation of Cllr Mrs Phillips from council only two members were currently signatories

RESOLVED: To approve arrangements so that 2 signatories from the following should be required to confirm authenticity of Parish Council cheques: Cllrs Mrs A Bramah, R Drabble, A Knox, Mrs C Rofer and W Smith and Clerk Mrs B Wise.

16/05/11 **Appointment of Custodian of the Flag**

It was agreed Cllr R O Drabble be appointed as custodian of the flag with back-up support of other members of the General Purposes Group.

16/05/12 **Appointment of Parish Room Key Holders**

It was agreed that Parish Room Keys should be held by (Emergency) Cllr P Wilson, (General Purposes) Cllr W Smith and A Knox, (Police) PCSO Karen Green, (Drop-In Organiser) Cath Vernon/Ruth Williams and (Clerk) Mrs B Wise.

Other persons requiring access for meetings or window displays - to arrange key collection with the Clerk.

It was noted that neither the Bridge Club and nor the cleaner held a key but collected and returned one of the casual user keys each week and that Mrs Linda Page now held a key for the store, as did Cllr Smith.

16/05/13 **Community Police**

PCSO Karen Green apologised for not having been available to attend for several meetings to present crime figures personally, but aims to do so whenever possible and is happy to receive contact on matters of concern whenever they arise. She presented the crime figures for April 2016, which were very similar to those for April 2015. There had however been a spate of non-dwelling break-ins recently in this and the neighbouring parishes, probably being committed from outside of the area. Extra patrols and night patrols had been introduced and security awareness and bike registration undertaken.

16/05/14 **County Councillor - None**

16/05/15 **Borough Councillor**

HPB Cllr Caroline Howe reported to members on Paperscape's continued attempts to secure suitable relocation within the area; stepping up of enforcement re dog fouling (more signage available on request); DCC recommendation for Parish Council to be approached to replace lost Buxworth sign (Agreed June Agenda for consideration); removal B6062 cats eyes in preparation for DCC resurfacing works during June; and local concern about imminent demise of the Chinley Post Office if its current location closes (Agreed June Agenda item)

16/05/16 **Open Forum - None**

16/05/17 **Minutes of the Parish Council Meeting held on 28th April 2016.**

RESOLVED: That the minutes of the Parish Council Meeting held on 28th April 2016 be approved for signature of the Chair as a true and correct record.

16/05/18 **Chair's Progress Report**

Following election of the new chairman there was no Chairman's report. Cllr Walton advised that he aimed to gear the report more towards a to do list in liaison with the clerk on a suitable Tuesday morning once per month.

16/05/19 **Clerk's Report**

The Clerk's report was received.

16/05/20 **Playground Inspection Reports**

It was noted that the report from the RoSPA Annual Inspection, carried out in May, had arrived. Cllr Drabble agreed to scrutinise the report and advise the next meeting of any actions required.

The weekly playground and cycle facility Inspection Reports were received. It was noted that, at Chinley, issues continue to be experienced with general litter, the amount lying around the playground and gathered at the weekly visual inspection giving little indication that any contracted litter clearance is carried out, the bin in the car park adjacent to the playground not always being emptied and both the car park and the playground bins regularly being completely filled with householder rubbish and fast food containers respectively. It was suggested that both bins may be better utilised to serve the playground. Weeds also required to be dealt with

RESOLVED: That the General Purposes Group relocate the car park 'cage' litter bin to the playground fence.

RESOLVED: To request HPBC to carry out weed killing.

At Buxworth the General Purposes Group had completed repairs to the damaged fencing and the Phil Johnson had been asked to undertake mole eradication for twelve months, until the end of May 2017. A reminder is required regarding painting of the swing support and roundabout.

It was agreed that besides being necessary, the General Purposes Group's weekly visual inspections continued to be very useful.

16/05/21 **Co-Option**

The meeting noted that High Peak Borough Council had advised that no election had been requested and the Casual Vacancy can now be filled by co-option. A suitable candidate has shown interest but was currently on holiday and would

make contact on their return and should be available for co-option at the June meeting.

16/05/22 **Community Centre**

Cllr Walton reported that the Community Centre Project was progressing well and the appointed architect had presented initial design information based on improved provision for current activity, plus a badminton court and office for the Parish Clerk together with playground and car parking provision proposals to a meeting on Tuesday. Application for funding are to be submitted to both the Big Lottery and Sport England. Mike Davies, who will be preparing the lottery bid, had also been present and had advised an estimated £750K to £800K as an achievable successful amount from the lottery for this type of project, especially if the scheme demonstrates it is trying to create additional benefits to the community. The process needs to include a public consultation, which will be organised soon.

It was noted that with regard to Community Right to Build, an e-mail from Jo Bagnall has advised that she is planning for our application for designation of Neighbourhood Area to be taken to HPBC Executive on 21st July 2016 and has received confirmation that Neighbourhood Planning will aim to jointly designate within a similar timescale, with provision of a report for their 15th July Planning Committee.

16/05/23 **Buxworth Allotments**

It was noted that work to provide the car parking commenced on 23rd May 2016, Top soil from the area being dug out is to be stock piled and made available for work to Buxworth FC pitch drainage work, in response to a request from Amy Longden, and any excess for use by tenants on the new allotments.

RESOLVED: To make better use of the top soil for filling in holes from mole activity on the Buxworth Recreation Ground football area and request a quote from the car park contractor for this additional work.

The allotment site is due to be levelled shortly, following which the final perimeter fencing and gates will be installed.

16/05/24 **Annual Parish Meeting Proposals**

The proposals raised at the Annual Parish Meeting for 2016/17 and additional suggested priorities were received:

- Explore the possibility of holding some Parish Council meetings in Buxworth, as recommended in the ‘Community Vision’ report
- Carry out the safety items recommended by the tree survey report (e.g. fencing at the Old Quarry in Stubbins Park)

- Address establishing a Buxworth Allotments Association.
- Work on potential solutions to problems of HGV's at New Smithy and Brierley Green bridges.
- Continue to encourage work on the parking problems on Station Road, which appear to be getting closer to a reasonable solution with the latest double yellow lines proposals but the drop-off/pick-up bay marking still needs to be sorted.
- Get the signage in place at the children's play areas.
- Continue to work closely with the Community Association to bring forward costed designs for public consultation for the proposed new community centre and improvements to the car parking & children's play areas, submit the detailed plans for approval under the Community Right to Build and commence fundraising efforts.
- Achieve officially opening of the Buxworth allotments and implementing the plans for the community orchard & picnic area adjoining the Buxworth allotments.
- Review the Christmas trees and lights to ensure we are getting good value for money
- Continue to monitor the re-development of the former Dorma site and ensuring that the S.106 monies are spent appropriately within our parish
- Achieve the Power of General Competence.
- Work with Anna Smith on consultation with Buxworth residents regarding regeneration of the children's playground at Buxworth.
- Consider options regarding requests to buy/rent land.

RESOLVED: To agree the proposals listed above as priorities for 2016/17 and aim to end the year with open items closed.

16/05/25 **Buxworth Village Olympics**

A request for use of Buxworth Recreation Park for Buxworth Village Olympics from 11am to 8pm on 9th July 2016 was received.

RESOLVED: To approve use of Buxworth Recreation Park for Buxworth Village Olympics by Amy Longden on behalf of Buxworth memorial Club subject to all the usual necessary procedures being followed and documentation provided in accordance with the agreement for use of Parish Land.

16/05/26 **Planning Applications**

The following planning application was received and comments approved:

1. CD1/0416/5 – “Replace existing window with doorway. The new doorway would be a vertical extension of the existing reveals, running from the stone lintel down to floor level. The double doors would be constructed using softwood timber. Door leafs would incorporate double glazed vision panels with timber glazing bars. The fan-light above the door would be a timber framed unit with hardwood sill and two top-hung opening lights. Window fenestration to match the door. The frames would have a paint finish, coloured off-white”, at Buxworth Primary School, Station Road, Buxworth for Derbyshire County Council. No objections.

2. NP/HPK/0416/0369 – “Removal of existing WC, store and garage and erection of new single storey extension to provide WC, utility and kitchen”, at Ingledene, Maynestone Road, Chinley on behalf of Mrs M Barr No objections.

16/05/27 **Accounts for Payment**

RESOLVED: That the accounts listed below be accepted for payment.

Chq no.	Payee	Description	Amount
DD	Fleur Telecom	Broadband (May)	22.00
SO	Jackson Carpets Ltd	Rent 3 Lower Lane (May)	277.00
DD	Npower	Light/power 3 LL (May)	44.00
DD	BT	Anytime Plan	105.93
002537	Mrs B Wise	Clerks Account (May)	995.88
002538	HM Rev. & Customs	PAYE & NI (May)	227.05
002539	CB&B Community As'n	Electricity (Q1) - path lights	35.00
002540	Callum Ironmonger	Comm. C external repairs	1,200.00
002541	Bancroft Amenities Ltd	Vertidrain pitch work Chin)	3,723.84
002542	DP Hague	B'worth car park 1st pym't	7,125.00
002543	B Woodcock	Internal Audit Services	109.93
002544	M Appleby	Tree Survey Work + stump	2,140.00
002545	Playsafety Limited	Annual Play area inspect'n	239.40
002546	Rosena Bankole	Parish Room Cleaning	15.00
		TOTAL £	16,260.03

16/05/28 **Internal Audit Report 2015/16**

The meeting received the 2015/16 Audit Report from the Internal Auditor, Barrie Woodcock and noted that all was in order and no action required.

RESOLVED: To approve the Internal Audit Report for 2015/16.

16/05/29 **Buxworth Old Allotment**

The meeting noted that a clearance quote meeting at the Buxworth Old Allotment site between Cllr Smith and Steve Goddard on the morning of Saturday 14th May discovered that significant damage had been caused to the site by a fire, which had been attended by the fire service at around 11pm the previous night.

Securing, making safe and clearance of the site had therefore become of the highest priority. Steve Goddard had duly provided a quote for this and although initially unable to commit to being available for three weeks, managed to organise for the priority fire damage clearance to be carried out within the first few days of the week commencing Monday 16th May, with total clearance of the site completed a week later.

Having considered the urgency for this work, the quote provided by Mr Goddard, his schedule and confirmation of the detail of the work to be carried out with the Clerk and Cllr Drabble on site, council chairman Patrick Wilson and the Clerk, with the support of Cllr Drabble sanctioned Mr Goddard to undertake the work for the cost as quoted.

RESOLVED: To approve the quote from Mr Goddard of £3,000 to completely clear the site including all buildings and fire damaged trees, with disposal carried out appropriately.

RESOLVED: To approve actions and decisions taken by the Clerk and Cllrs Wilson, Drabble and Smith.

RESOLVED: To delegate Cllr Walton to obtain the sale value of this and two or more other possible parcels of land from a suitable valuer and to handle any resultant sales processes following the required procedure.

16/05/30 **Buxworth Recreation Land Tree**

The meeting received three quotes and recommendation from General Purposes Group members for removal of a large willow tree with one of three main stems leaning across the river from the banking of Buxworth Recreation Land to rest on and overhang the tramway bridge.

RESOLVED: To approve the quote from S’N’S Trees for a sectional fell of the willow tree at a total cost of £575.

16/05/31 **Buxworth Grazing Land**

The meeting received interest from Danielle Pearson, trading as Wagtails, in purchase of the Grazing Land currently rented by same at Buxworth

RESOLVED: To advise the Council’s potential interest in this and notification through further contact following a decision on land sales from the earlier resolution (as minute 16/05/29).

16/05/32 **DALC – May 2016**

Circular 08/2016: General – Governance & Accountability;
Locum Clerks;
Neighbourhood Planning Champion;
Local Council Award Scheme;
Section 137 & Power of Gen Competence;
Tesco Bags of Help;
NALC Star Councils;
Sheepwatch UK
Arnold Baker on Local Council Administration
10th Edition 25% discount
CiLCA Training Sessions
Vacancies (**Circulated**)

Circular 09/2016: General – Internal Auditor List;
New Fin Regs 2016;
Transparency;
Courses – Grave matters
New!! Towards Better Understanding
of the Planning Process and the Role
of Local Councils (**Circulated**)

RESOLVED: To purchase a copy of the 10th Edition of Arnold Baker on Local Council Administration.

16/05/33 **Standing Orders**

RESOLVED: To suspend standing orders to allow the meeting to continue.

16/05/34 **Correspondence**

The following items of correspondence were received:

1. DCC – Digital Derbyshire notification that three cabinets in Chinley are now fibre enabled for broadband and invitation to join photo shoot with Andrew Bingham MP (3/5/16)
2. High Peak CVS – training programme to March 2017.
3. DCC – response from Isobel Mulligan to issues raised regarding revisit of measures.
4. Peak Park Parishes Forum – Planning Enforcement and management training information.
5. Davis Stubbs – confirmation of commencement of Stubbins park Drainage Work as 22nd August 2016.
6. PCSO Karen Green – BMW and high Value Bikes thefts information for website.
7. Paul & Carolyn Tattam – notification of new initiative starting 2nd June – free English classes at New Mills Volunteer Centre.
8. HPBC – Jo Bagnall – progress information relating to Agenda item 16(c) Community Centre/ Vision project.

9. Anna Smith – e-mail update on Buxworth Park regarding moving forward with Buxworth Playground project.
10. Bruton Knowles – enquiry about who owns/maintains the car park at the Wash.
11. Cllr Caroline Howe – response to her from DCC regarding the Buxworth village sign.
12. Fields in Trust – invitation to join the Centenary Fields Programme and commemorate the centenary of World War I by protecting War Memorial Parks, Playing Fields and other green spaces.
13. DCC – Temporary Road Closure notice for New Road Buxworth - B6062 from its junction with A624 and A6 to facilitate surface dressing works for a 10 day period between 22nd June to 27th July 2016.
14. HPBC – EU Referendum notice for 23rd June 2016.
15. Phil Manford – confirmation that village fete will be on Sunday 17th July this year and requesting confirmation that the playing field can be used and requesting something to be done asap about holes in the car park tarmac.
16. HPBC – reply from Pranali Parikh about funding sources relating to the Community Centre with links to projects that received funding.

16/05/35 **Reports from Working Groups/Council Representatives - None**

There being no further business, the meeting was concluded at 9.40pm

Signed as a true and correct record of the meeting.

Chairman

Dated.....