

**Chinley, Buxworth and Brownside Parish Council**

**Minutes of the Parish Council Meeting  
held on Thursday 23 May 2019, 7.30pm  
at the Parish Room, 3 Lower Lane, Chinley**

**Present:** Councillors G Hewitt (Chairman), M Walton (Vice Chairman), A Knox, P Wilson, R Drabble, W Smith, Mrs C Howe and D Fannon.

**In Attendance:** Clerk Mrs G Cooper, High Peak Borough Councillor E Burton and Cllr C Sizeland (parish of Chapel-en-le-Frith).

19/05/01 **Election of Chairman**

Councillor Wilson proposed Councillor Graham Hewitt be elected Chairman for the forthcoming year. This was seconded by Councillor Knox.

**RESOLVED:** Councillor Graham Hewitt be elected Chairman of the Parish Council for the year 2019/2020 and the Declaration of Acceptance of Office be signed by Cllr Hewitt and witnessed and signed by the Proper Office Mrs G Cooper.

19/05/02 **Election of Vice Chairman**

Councillor Wilson proposed Councillor Martin Walton be elected Vice Chairman for the forthcoming year. This was seconded by Councillor Smith.

**RESOLVED:** Councillor Martin Walton be elected Vice Chairman of the Parish Council for the year 2019/2020.

19/05/03 **Receive Declarations of Acceptance of Office**

It was noted that Declarations of Acceptance of Office had been signed by all ten Councillors elected uncontested in the May 2019 parish council elections and they they had all been witnessed and signed by the Proper Officer Mrs G Cooper prior to the meeting.

19/05/04 **Apologies for Absence**

Apologies were received and noted from Councillors M Travis and Mrs C Rofer.

Also noted were apologies from Derbyshire County Councillor A Fox.

19/05/05 **Registration/Declaration of Members Interests**

It was noted that, further to the May 2019 elections, Register of Interests Forms had been received from Councillors G Hewitt (Chairman), M Walton (Vice Chairman), A Knox, P Wilson, R Drabble, W Smith, M Travis, Mrs C Howe and D Fannon. Councillors were advised that copies of these forms would be uploaded to the websites of both High Peak Borough Council and Chinley, Buxworth and Brownside Parish Council.

The following declarations of interest were made:

| <b>Member</b>            | <b>Agenda Item</b>         | <b>Interest</b>          |
|--------------------------|----------------------------|--------------------------|
| Councillor Graham Hewitt | 21(b) Accounts for payment | Wife cleans Parish Room. |

19/05/06 **Chairman's Allowance**

**RESOLVED:** The Chairman's allowance to be unchanged at £150 for the 2019/20 year.

19/05/07 **Review and Adoption of Standing Orders and Financial Regulations**

**RESOLVED:** To re-adopt the Standing Orders and Financial Regulations that were presented at the April 2018 meeting unchanged.

19/05/08 **Financial Risk Assessment 2019**

It was noted that an updated Financial Risk Assessment for 2019 had been circulated.

**RESOLVED:** To adopt the Financial Risk Assessment 2019 as presented. It was further agreed that the Allotment rents should be considered and agreed as part of the budget planning each year.

19/05/09 **Appointment to Advisory Panels and Working Groups**

**RESOLVED:** The following representatives be elected:

**Appraisal (2)**

Cllrs G Hewitt (Chairman) and M Walton (Vice Chairman).

**Planning (4)**

Cllrs P Wilson, Mrs C Howe, Mrs C Rofer and R Drabble.

**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, Parish Seating, Playing Fields, Skatepark & Cycle Track and Playgrounds as part of its remit.

**Communications (3)**

Cllrs M Walton, P Wilson and M Travis.

It was noted that there would continue to be no separate Finance Working Group so that all financial matters would be discussed and agreed by all members.

19/05/10 **Appointments of Representatives to Other Bodies**

Appointments of Representatives to Other Bodies was discussed. It was noted that no representatives were appointed for the Safer Neighbourhood Team since any queries would come via the Parish Clerk. In advance of plans to develop a 'Friends' group for Buxworth Recreation Ground, members were elected as representatives.

**RESOLVED:** The following representatives be elected:

**Allotments Liaison (1)**

Cllr W Smith.

**Association of Buxworth and Clayton Liaison (1)**

Cllr G Hewitt (Chairman).

**Community Association Liaison (3)**

Cllrs W Smith, M Walton and P Wilson.

**Friends of Chinley Park Liaison (3)**

Cllrs G Hewitt, P Wilson and Mrs C Rofer.

**Buxworth Recreation Ground Liaison (3)**

Cllrs W Smith, G Hewitt and R Drabble.

**Chinley & Buxworth Transport Group Liaison (2)**

Cllrs M Walton and A Knox.

**Bugsworth Basin Heritage Trust Liaison (1)**

Cllr W Smith.

**ROW representative (1)**

Mr Tony Brackenbury.

19/05/11 **Authorised Signatories**

**RESOLVED:** To approve authorised signatories on the Royal Bank of Scotland accounts as existing, namely Parish Clerk Mrs G Cooper and Cllrs Mrs C Rofer, W Smith, A Knox and R Drabble.

**RESOLVED:** To approve authorised signatories on the Unity Trust Bank accounts as existing, namely Parish Clerk Mrs G Cooper and Cllrs M Walton, G Hewitt, P Wilson and R Drabble.

19/05/12 **Appointment of Custodian of the Flag**

It was agreed Cllr A Knox be appointed as custodian of the flag with back-up support from Cllr R Drabble.

19/05/13 **Appointment of Parish Room Key Holders**

It was agreed that Parish Room Keys should continue to be held by Cllr M Walton (Emergency), Cllr P Wilson (Emergency), Cllr W Smith (General Purposes), PCSO Karen Green (Police), Ms R Bankole (Cleaner), Mr T Rofer (Bridge Club), Chinley & Buxworth Transport Group and Mrs G Cooper (Parish Clerk). Two spare keys are available which can be loaned out for access for meetings or window displays by arrangement with the Clerk.

19/05/14 **Dates and times of meetings 2019-20**

**RESOLVED:** To approve the proposed dates as presented for Parish Council meetings for the year ahead with one date different to the normal pattern of fourth Thursday of each month except August and December. This is Thursday 21 May 2020 which is one week earlier than the usual May meeting.

- 19/05/15     **Review the Council’s and staff subscriptions to other bodies**
- RESOLVED:** To approve ongoing subscriptions with Derbyshire Association of Local Councils (DALC), Society of Local Council Clerks (SLCC), Association of Buxworth & Clayton (ABC), Peak Park Parishes Forum and Bugsworth Basin Heritage Trust (BBHT).
- 19/05/16     **Community Police**
- PCSO Karen Green was not present. No update had been provided.
- 19/05/17     **Borough Councillors**
- Recently elected High Peak Borough Councillor Eve Burton attended to provide an update on the issues she has been looking into since starting her term as Borough Councillor.
- 19/05/18     **County Councillor**
- Derbyshire County Councillor Alison Fox was not present. An update had been emailed regarding a number of local issues including the Chinley & Buxworth Community Association committee, the speed limit from Bridgemont to Buxworth, Network Rail portakabins, a Fire Service campaign and an update on the tramway flooding which was duly ready out.
- 19/05/19     **Open Forum**
- Recently elected Councillor Chris Sizeland, from the neighbouring ward of Whitehough and Combs in the parish of Chapel-en-le-Frith, attended to update the meeting on relevant shared issues including the installation of a defibrillator unit on Bridgeholme Industrial Estate on Charley Lane and an update on the TRO in Whitehough.
- 19/05/20     **Minutes of the Parish Council Meeting held on 25 April 2019**
- RESOLVED:** That the minutes of the Parish Council Meeting held on Thursday 25 April 2019 be approved for signature by the Chairman as a true and correct record.
- 19/05/21     **Chair’s Update**
- The Chairman had no update to make.
- 19/05/22     **Clerk’s Report**
- The Clerk’s report was received and noted.
- 19/05/23     **Chinley Community Centre Project**
- The draft plans for the Community Centre Project were presented with a number of changes described. An update was given on the informal meeting held with residents living in properties to the rear of the Car Park. A quote for a drain survey to be carried out as part of the project was also presented.

**RESOLVED:** To approve the planning drawings with the changes as presented for submission to High Peak Borough Council in order to obtain planning permission.

**RESOLVED:** To approve payment of the invoice to AJS Architecture totalling £2,894 which includes £2,750 architect fees, £27 printing fees and £117 planning fees.

**RESOLVED:** To approve the quote from County Drains to carry out a CCTV drain survey costing £160 plus VAT for the first hour and £85 plus VAT for every hour after that capped at a maximum of 6 hours. Should the drains be bigger and deeper than expected a further quote will need to be considered as different equipment will be required.

19/05/24 **Playground Inspection Reports**

The playground inspection reports were received. In Chinley there were no issues reported. In Buxworth it was noted that four posts and one rail on the original fencing around the playground required renewing.

**RESOLVED:** To obtain a quote for the works required in Buxworth Playground in advance of the next meeting.

19/05/25 **No Dogs Sign Chinley Hardcourt**

A discussion was held regarding whether dogs should be allowed to use Chinley Hardcourt due to residue from dog fouling being left on the court surface and the impact this has on ball games and on children playing in this space.

**RESOLVED:** To erect a sign advising that no dogs be allowed on Chinley Hardcourt. To approve expenditure up to £15 plus VAT to purchase a 'No Dogs' sign.

19/05/26 **Minor Maintenance Scheme**

The invitation from Derbyshire County Council to participate in the 2019/20 Public Rights of Way Minor Maintenance Scheme up to the value of £565 was considered.

**RESOLVED:** To participate in the 2019/20 Public Rights of Way Minor Maintenance Scheme with Derbyshire County Council up to the value of £565.

19/05/27 **Planning Applications**

**RESOLVED:** The following applications were received and comments approved:

- (a) **HPK/2019/0120** – Proposed conversion of garage and store basement to form extended accommodation with new pitched roof over. 24 Ash Grove,

Chinley, SK23 6BQ. **Chinley, Buxworth & Brownside Parish Council have no objections to this application.**

- (b) **HPK/2019/0138** – Proposed first floor rear extension. Highfield, Buxton Road, Chinley, SK23 6DR. **Chinley, Buxworth & Brownside Parish Council have no objections to this application.**

19/05/28 **BACS – To approve the use of BACS as a payment method**

**RESOLVED:** To approve the use of BACS as a payment method on the Unity Trust Bank accounts.

It was noted that cheque number 002949 to Henshaws Envirocare Ltd in respect of skip hire for Friends of Chinley Park's agreed clearance works was written on 8 May 2019 prior to the meeting and signed by Cllr Smith with prior approval received from the Chairman as payment was required on delivery.

**RESOLVED:** That the accounts listed below be accepted for payment in May 2019 by the method detailed.

| <b>Payee</b>                       | <b>Description</b>  | <b>Amount</b>     |
|------------------------------------|---|-------------------|
| <b>ONLINE – DD/SO</b>              |   |                   |
| Fleur Telecom                      | Broadband (May)   | £ 22.00           |
| Jackson Carpets Ltd                | Rent 3 Lower Lane (May)   | £ 277.00          |
| Npower                             | Electricity 3 LL (May)  | £ 95.00           |
| NEST Corporation (Pension)         | Pension (May)   | £ 80.97           |
| BT                                 | Telephony services  | £ 128.30          |
| <b>ONLINE – BACS</b>               |   |                   |
| Mrs G Cooper                       | Clerk's Account (May)   | £ 1,062.03        |
| HM Revenue & Customs               | PAYE & NI (May)   | £ 121.82          |
| David G Ross Ltd                   | 2 x Oak trees, stakes & ties<br>Buxworth Recreation Ground  | £ 75.36           |
| Plantscape Ltd                     | Summer planters   | £ 1,074.00        |
| DALC                               | 5 copies Good Councillor<br>Guide   | £ 23.50           |
| 2commune Ltd                       | Website annual licence,<br>hosting and support  | £ 522.00          |
| Chapel DIY Centre Ltd              | Materials for fitting litter bin  | £ 6.87            |
| Chinley Community<br>Association   | Hall Hire Annual Parish<br>Meeting  | £ 22.00           |
| Mr A J Smith<br>(AJS Architecture) | Planning and building<br>regulations drawings Chinley<br>Community Centre Project<br>including Planning Fee | £ 2,894.00        |
| Rosena Bankole                     | Cleaning Parish Room  | £ 40.00           |
| A K Products                       | Newsletters Summer 2019   | £ 265.00          |
| Andy Thompson                      | Tree & stump removal<br>Buxworth Recreation Ground  | £ 190.00          |
| <b>CHEQUE</b>                      |   |                   |
| Henshaws Envirocare Ltd            | Skip hire (FOCP Clearance)  | £ 255.00          |
| Henshaws Envirocare Ltd            | Skip hire (Chinley Allotments<br>Clearance)   | £ 255.00          |
|                                    | <b>TOTAL</b>  | <b>£ 7,409.85</b> |

The following items of correspondence had been circulated and were noted:

- 1.) Owner 41 Lower Lane, Chinley – registering an interest in purchasing the small plot of parish land behind their property bordering Chinley Playground.
- 2.) Chinley Youth Club – thanks for the donations received which have been used to purchase outdoors equipment.
- 3.) Chinley Allotments Association – copy of notice to tenant to vacate plot for information purposes.
- 4.) Community Association – request to use Chinley Playing Fields for annual summer fete on Sunday 14 July and associated risk assessment.
- 5.) Office for Ruth George MP – requesting an update on a possible footpath to Chinley Primary School from the Forge Road development.
- 6.) Chapel-en-le-Frith Mobile Physiotherapy Service – Annual report, invite to AGM and request for donation in respect of 2019/20 year.
- 7.) DCC – response relating to public rights of way enquiry at Buxworth.
- 8.) DCC – Details of a temporary closure of Chinley, Buxworth & Brownside footpath 61 between 17 May and 21 May 2019.
- 9.) MOP – advising that a house has been advertised for sale on the Forge Manor estate with street name Belgrade Avenue when Chinley already has a street by this name.
- 10.) Planning Policy Team HPBC – notification of application by Hayfield Parish Council for Neighbourhood Area designation. The consultation runs from 16 May to 13 June 2019.
- 11.) Peak District National Park – Parish Bulletin including draft parish statements for review and feedback by 31 July 2019.
- 12.) Blythe House Hospice – invite to thank you event on Wednesday 26 June from 9:30 – 11:30am.
- 13.) DCC – invitation to participate in the 2019/20 Public Rights of Way Minor Maintenance Scheme.

The following items were received after the Correspondence had been issued with the meeting papers and were duly noted:

- 14.) DCC – Climate manifesto pledge
- 15.) MOP – requesting an understanding of the discussion that went into the parish council's consultation response regarding application HPK/2019/0018.
- 16.) The Royal British Legion – invitation to participate in the Lamp Post Poppies 2019 campaign. In addition windmill poppies will also be available for displays.

Further to the Correspondence items the following was noted:

Item 4: To grant approval to the Community Association to use Chinley Playing Fields for the annual summer fete on Sunday 14 July.

Item 6: To advise Chapel-en-le-Frith Mobile Physiotherapy Service that their request will be considered later in the financial year when all requests have been received from local groups.



Item 11: To email out draft parish statements for feedback and include on the agenda of the June meeting.

19/05/31 **DALC**

The following DALC Circulars were received and circulated.

DALC Circular 07/2019: GENERAL CIRCULAR & VE Day 75 letter

- DALC Excellence Awards – Year 2
- Community Organising Training – change of date
- Summary of House of Lords Select Committee Report on the Rural Economy
- Town and Parish Council VE Day 75 – 8 May 2020
- Use of the Council Seal
- Councillor Essential Training Course – 3 July 2019

19/05/32 **Exclusion of the Press and Public**

**RESOLVED:** To approve the exclusion of the Press and public for the next three items on the agenda on the grounds of commercial sensitivity (first two items) and personnel related (third item).

19/05/33 **Parish Land at Buxworth (off tramway)**

It was noted that a response had been received from DCC regarding the existence of a public right of way.

**RESOLVED:** To proceed with the sale process for this piece of land.

**RESOLVED:** To write to Mr Marchington and his solicitor advising that we intend to sell the land based on the information received from DCC.

**RESOLVED:** To advertise the sale of the land by way of a public tender in the next parish newsletter.

19/05/34 **Parish Land to the rear of Lower Lane bordering Chinley Playground**

It was noted that interest had been received from the owners of 39, 41 and 43 Lower Lane in purchasing the plots of parish-owned land to the rear of Lower Lane bordering the playground. It was noted that Cllr Walton would obtain a quote for conveying all four plots in one go in case this is a possibility.

**RESOLVED:** To write to the owners of 45 Lower Lane to establish whether they are also interested in purchasing the plot behind their property.

**RESOLVED:** To write to DALC to establish whether the parish council are able to sell the plots of land without a professional valuation.

19/05/35 **Clerk's Annual Review & Pay Scale**

It was noted that Cllrs Pettitt, Walton and Hewitt had recently conducted the Clerk's Annual Review. A recommendation on the new spinal column point for the Clerk was presented.

**RESOLVED:** To accept the recommendations given and approve for the Clerk to move to Spinal Column Point 23 on NJC's new pay scale backdated to 1 April 2019.

There being no further business, the meeting was concluded at 9.18pm.

Signed as a true and correct record of the meeting.

Chairman .....

Dated.....